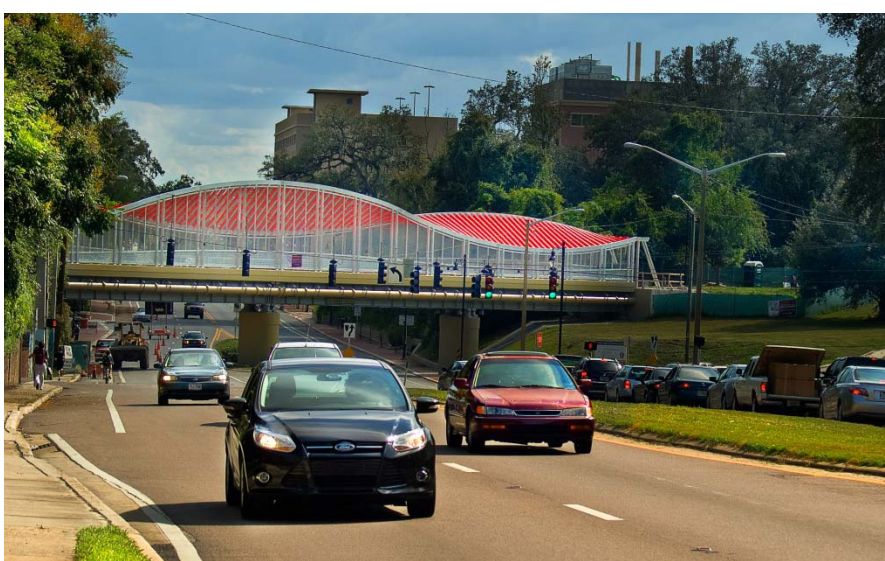


# Meeting Packet

## October 26, 2020

### 3:00 p.m.



Metropolitan Transportation Planning Organization  
for the Gainesville Urbanized Area





Serving Alachua  
Bradford • Columbia  
Dixie • Gilchrist • Hamilton  
Lafayette • Levy • Madison  
Suwannee • Taylor • Union Counties

---

2009 NW 87th Place, Gainesville, FL 32653-1603 • 352.955.2200

October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: David Arreola, Chair

**SUBJECT: Meeting Announcement**

Due to the COVID-19 public health emergency, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will conduct a virtual meeting on **October 26, 2020 at 3:00 p.m.** The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area virtual public meeting will be via communications media technology.

Please note that a mobility workshop is an agenda item of this scheduled virtual meeting.

Attached are copies of the meeting agenda.

If you have any questions concerning this matter, please contact Scott Koons, AICP, Executive Director, at 352.955.2200, extension 101.

Attachments

Page Intentionally Left Blank





**I**  
Serving Alachua  
Bradford • Columbia  
Dixie • Gilchrist • Hamilton  
Lafayette • Levy • Madison  
Suwannee • Taylor • Union Counties

2009 NW 87th Place, Gainesville, FL 32653-1603 • 352.955.2200

**AGENDA  
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION  
FOR THE GAINESVILLE URBANIZED AREA**

**Virtual Public Meeting  
Via Communications Media Technology  
Gainesville, Florida**

**3:00 p.m.  
October 26, 2020**

**STAFF RECOMMENDATION**

**Page #3**

**I. Approval of Meeting Agenda  
and Consent Agenda Items**

**APPROVE BOTH AGENDAS**

The Metropolitan Transportation Planning Organization needs to approve the meeting agenda and the consent agenda items.

**Page #153**

**II. Mobility Workshop**

**NO ACTION REQUIRED**

The Metropolitan Transportation Planning Organization requested a workshop to discuss transportation issues.

**Page #155**

**III. Florida Metropolitan Planning Organization Advisory Council**

**APPOINT  
REPRESENTATIVES**

Currently, Commissioner Gail Johnson serves as the voting representative and Commissioners Harvey Ward and Marihelen Wheeler serve as alternate representatives.

**Back  
Cover**

**IV. Next Meeting**

**FOR INFORMATION ONLY**

The next Metropolitan Transportation Planning Organization meeting is scheduled for December 14, 2020 at 5:00 p.m.

## **V. Comments**

A. Metropolitan Transportation Planning Organization Members\*

B. Citizens Comments\*

This agenda item provides an opportunity for citizens to address the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area on any matter not included on the agenda. The comment period is limited to three minutes for each individual.

C. Chair's Report\*

If you have any questions concerning agenda items, please contact Scott Koons, AICP, Executive Director, at 352.955.2200, extension 101.

\*No backup material included with the attached agenda material.



Serving Alachua  
Bradford • Columbia  
Dixie • Gilchrist • Hamilton  
Lafayette • Levy • Madison  
Suwannee • Taylor • Union Counties

2009 NW 87th Place, Gainesville, FL 32653-1603 • 352.955.2200

**CONSENT AGENDA  
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION  
FOR THE GAINESVILLE URBANIZED AREA**

**Virtual Public Meeting  
Via Communications Media Technology  
Gainesville Florida**

**3:00 p.m.  
October 26, 2020**

**STAFF RECOMMENDATION**

**Page #7      CA. 1    Minutes - August 24, 2020      APPROVE MINUTES**

This set of Metropolitan Transportation Planning Organization minutes is ready for review.

**Page #21      CA. 2    2021 Meeting Schedule      APPROVE STAFF  
RECOMMENDATION**

The Metropolitan Transportation Planning Organization 2021 Meeting Schedule needs to be approved.

**Page #25      CA. 3    Florida Department of Transportation      APPROVE STAFF  
Tentative Five-Year Work Program 2021-22 to 2025-26      RECOMMENDATION**

Authorize staff to provide comments to the Florida Department of Transportation concerning its Tentative Work Program.

**Page #27      CA. 4    Resolution 2020-08 -      APPROVE RESOLUTION AND  
Revised Section 5305(d) Grant Application,      AUTHORIZE SIGNATURES  
Revised Section 5305(d) Grant Resolution and  
Public Transportation Agreement**

The Metropolitan Transportation Planning Organization will need to submit a revised grant application to account for an anticipated adjustment in its Federal Transit Administration Section 5305(d) funding allocation and needs to approve a resolution for and authorize the Chair to sign the Public Transportation Agreement in order to receive the funds.

**Page #29      CA. 5    Resolution 2020-09 -      APPROVE RESOLUTION AND  
Unified Planning Work Program Amendment -      AUTHORIZE SIGNATURES  
Revised Section 5305(d) Grant Funding**

The Metropolitan Transportation Planning Organization is anticipated to be awarded an adjusted amount in its allocation of Federal Transit Administration Section 5305(d) funds and needs to amend its Unified Planning Work program in order to receive the funds.

- Page #35 CA. 6 Transportation Alternatives Program/  
Safe Routes to School/Shared-Use Nonmotorized Trail  
Application Notices** **APPROVE STAFF  
RECOMMENDATION**
- The Florida Department of Transportation has notified agencies concerning the Transportation Alternatives Program/Safe Routes to School/Shared-Use Nonmotorized Trail grant application cycles.
- Page #103 CA. 7 Safety Performance Measures and Targets** **APPROVE STAFF  
RECOMMENDATION**
- The Metropolitan Transportation Planning Organization needs to set safety performance measures and targets.
- Page #105 CA. 8 Proposed Amended Budget for Fiscal Year 2019-20** **APPROVE STAFF  
RECOMMENDATION**
- This amended budget will allow staff to monitor Metropolitan Transportation Planning Organization expenditures and make appropriate adjustments as needed.
- Page #111 CA. 9 Alachua Countywide Bicycle-Pedestrian Master Plan Consultant Contract Authorization** **APPROVE CONTRACT AND  
AUTHORIZE SIGNATURES**
- Alachua County, City of Gainesville and University of Florida are jointly funding the development of this master plan which will be used, in part, to identify “box-funded” prioritized projects for the Year 2045 Long-Range Transportation Plan.
- Page #113 CA. 10 Partnering with Florida Department of Transportation: FOR INFORMATION ONLY  
A Resource Guide for Local Governments**
- The Florida Department of Transportation has recently published a resource guide for local governments.
- Page #145 CA. 11 Transportation Disadvantaged Program - Status Report** **FOR INFORMATION ONLY**
- The Metropolitan Transportation Planning Organization has requested regular status reports concerning this program.

***Consent***

***Agenda***

***Enclosures***





MINUTES  
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION  
FOR THE GAINESVILLE URBANIZED AREA

Virtual Public Meeting  
Via Communications Media Technology  
Gainesville, Florida

August 24, 2020  
5:00 p.m.

MEMBERS PRESENT

David Arreola, Chair  
Mike Byerly  
Charles Chestnut IV  
Ken Cornell  
Linda Dixon/Curtis Reynolds  
Adrian Hayes-Santos  
Robert Hutchinson  
Gail Johnson  
Lauren Poe  
Reina Saco  
Gigi Simmons  
Karen Taulbee/Greg Evans  
Harvey Ward  
Marihelen Wheeler

MEMBERS ABSENT

Doug Jones

OTHERS PRESENT

See Exhibit A

STAFF PRESENT

Michael Escalante  
Scott Koons

CALL TO ORDER

After recognizing a quorum was present, Chair David Arreola called the meeting to order at 5:03 p.m.

I. APPROVAL OF THE MEETING AGENDA AND CONSENT AGENDA

Chair Arreola asked for approval of the meeting agenda and consent agenda.

**MOTION: Commissioner Cornell moved to approve the Consent Agenda and Meeting Agenda.  
Commissioner Hutchinson seconded the motion; motion passed unanimously.**

II. TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT - ROLL FORWARD PROJECTS

Scott Koons, Executive Director, stated that the Florida Department of Transportation is requesting that the Metropolitan Transportation Planning Organization amend its Transportation Improvement Program to roll forward funding from Fiscal Year 2019-20 to Fiscal Year 2020-21 for several projects. He said this amendment is needed because funds for these projects were not committed by June 30, 2020 - the end of the state fiscal year. He discussed the projects and answered questions.

**MOTION: Commissioner Hutchinson moved to approve the Transportation Improvement Program Amendment for Fiscal Years 2020-21 Roll Forward Projects. Commissioner Ward seconded the motion. Mr. Koons conducted a roll call vote.**

City Member	Yes	No	County Member	Yes	No
			Mike BYERLY	X	
			Charles CHESTNUT IV	X	
			Ken CORNELL	X	
Adrian HAYES-SANTOS	X				
			Robert HUTCHINSON	X	
Gail JOHNSON	X				
Lauren POE	X				
Reina SACO	X				
Gigi SIMMONS	X				
Harvey WARD	X				
			Marihelen WHEELER	X	
David ARREOLA	X				
<b>Totals</b>	<b>7</b>	<b>0</b>		<b>5</b>	<b>0</b>

**Motion passed unanimously.**

### III. YEAR 2045 TRANSPORTATION COST FEASIBLE PLAN PUBLIC HEARING -

#### A. WELCOME AND OPENING REMARKS

Mr. Koons discussed the procedure for the public hearing and adoption of the Year 2045 Transportation Cost Feasible Plan.

#### B. YEAR 2045 TRANSPORTATION COST FEASIBLE PLAN PRESENTATION

Mr. Koons and Edward Ng, Technical Vice-President for Planning, The Corradino Group, Inc. Project Manager, presented a slideshow concerning the Gainesville Metropolitan Area transportation system analysis and draft Year 2045 Transportation Cost Feasible Plan and answered questions.

#### C. YEAR 2045 TRANSPORTATION COST FEASIBLE PLAN PUBLIC COMMENTS

Chair Arreola declared the public hearing open.

Prior to public comment, several members discussed service equity concerns due to lack of cost feasible projects in East Gainesville and unincorporated East Alachua County

Several members of the public spoke in support of adding the State Road 24 (Archer Road) from SW 122nd Street (Parker Road) to SW 75th Street (Tower Road) Four-Laning Project to the Year 2045 Transportation Cost Feasible Plan.

#### D. CLOSE PUBLIC HEARING

Chair Arreola closed the public hearing.

*At this time, County Commissioners Charles Chestnut IV and Robert Hutchinson left the meeting.*

**V. ADOPTION OF YEAR 2045 LONG-RANGE TRANSPORTATION PLAN  
COST FEASIBLE PLAN**

Mr. Koons reviewed the draft Year 2045 Transportation Cost Feasible Plan. He recommended approval of the joint Bicycle/Pedestrian Advisory Board, Citizens Advisory Committee, Technical Advisory Committee and staff recommendation.

Chair Arreola asked for a motion to adopt the Year 2045 Transportation Needs Plan.

**MOTION: Commissioner Simmons moved to defer action concerning adoption of the Year 2045 Transportation Cost Feasible Plan in order to identify whether any City of Gainesville Capital Improvement Program projects could be included Year 2045 Transportation Cost Feasible Plan. Commissioner Cornell seconded the motion. Mr. Koons conducted a roll call vote.**

City Member	Yes	No	County Member	Yes	No
			Mike BYERLY		X
			Ken CORNELL	X	
Adrian HAYES-SANTOS		X			
Gail JOHNSON	X				
Lauren POE		X			
Reina SACO		X			
Gigi SIMMONS	X				
Harvey WARD	X				
			Marihelen WHEELER	X	
David ARREOLA	X	X			
<b>Totals</b>	<b>3</b>	<b>4</b>		<b>2</b>	<b>1</b>

**Motion failed for lack of a majority of City of Gainesville members.**

**MOTION: Commissioner Hayes-Santos moved to approve the Year 2045 Long-Range Transportation Plan Cost Feasible Plan:**

**1. Exhibit 1 -Year 2045 Cost Feasible Plan consisting of the:**

- A. Florida Transportation Plan Strategic Intermodal System Projects within the Gainesville Metropolitan Area;**
- B. Transit Development Plan project implementation funding in the amount of \$66.7 million present value allocation (State Revenue Forecast Table 5);**
- C. Proposed Alachua Countywide Bicycle-Pedestrian Master Plan “Box Funds” in the amount of \$20.2 million present value allocation (ten percent); and**
- D. Projects within in the \$182.1 million present value cost estimate (State Revenue Forecast Table 5).**

**2. Include in the Year 2045 Cost Feasible Plan Final Report:**

**A. Unfunded Year 2045 Needs Plan Projects (see Exhibit 2);**

**B. Discretionary Projects [discretionary funding-eligible projects] (see Exhibit 2); and**

**C. Aspirational Projects [projects beyond Year 2045 Cost Feasible Plan horizon, projects lacking transit-oriented population (and density), and projects on roadways not in Federal Aid-Eligible Report] (see Exhibit 3).**

**Mayor Poe seconded the motion. Mr. Koons conducted a roll call vote.**

City Member	Yes	No	County Member	Yes	No
			Mike BYERLY	X	
			Ken CORNELL		X
Adrian HAYES-SANTOS	X				
Gail JOHNSON		X			
Lauren POE	X				
Reina SACO	X				
Gigi SIMMONS		X			
Harvey WARD	X				
			Marihelen WHEELER	X	
David ARREOLA	X				
<b>Totals</b>	<b>5</b>	<b>2</b>		<b>2</b>	<b>1</b>

**Motion passed 7 to 3.**

**V. NEXT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION MEETING**

Chair Arreola announced that the next Metropolitan Transportation Planning Organization meeting is scheduled for October 26, 2020 at 3:00 p.m.

**VI. COMMENTS**

**A. METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION MEMBERS**

**MOTION: Commissioner Hayes-Santos moved to direct staff to schedule a workshop to discuss mobility in the Gainesville Metropolitan Area. Mayor Poe seconded the motion; motion passed unanimously.**

A member discussed the Transportation Management Area population threshold and asked about the availability of the Census 2020 count for the Gainesville Metropolitan Area.

Mr. Koons stated that the Census 2020 count for the Gainesville Metropolitan Area will not be available until 2021 or 2022.

Karen Taulbee, Florida Department of Transportation Urban Planning Manager, stated that it may be up to two-and one-half years before the Census 2020 count for the Gainesville Metropolitan Area is available.



**B. CITIZENS**

There were no citizen comments.

**C. CHAIR'S REPORT**

There was no Chair's Report.

**ADJOURNMENT**

The meeting was adjourned at 6:10 p.m.

---

Date

---

Adrian Hayes-Santos, Secretary/Treasurer

## EXHIBIT A

### Interested Citizens

Thomas Hawkins  
Robert Karp  
Aditya Katragadda  
Edward Ng  
Nathan Scott  
Michael Smead  
Gregory Stepp  
Srin Varanasi

### Alachua County

Chris Dawson  
Corbin Hanson  
Sylvia Torres

### City of Gainesville

Lee Feldman  
Tammi Gibson  
Jesus Gomez  
Deborah Leistner  
Melisa McCreedy  
Frederick Murry

### Florida Department of Transportation

James Knight  
Mari Schwabacher

\* Via telephone  
# Spoke and provided written comments

t:\mike\em21\mtpo\minutes\aug24min.doc



**CONSENT AGENDA  
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION  
FOR THE GAINESVILLE URBANIZED AREA**

**Virtual Public Meeting  
Via Communications Media Technology  
Gainesville, Florida**

**5:00 p.m.  
August 24, 2020**

**STAFF RECOMMENDATION**

- Page #7 CA. 1 Minutes - June 22, 2020 APPROVE MINUTES**
- This set of Metropolitan Transportation Planning Organization minutes is ready for review.
- Page #29 CA. 2 Engagement Letter for Fiscal Year 2019-20 Audit APPROVE JOINT RECOMMENDATION**
- The audit this year will be prepared by Powell and Jones, Certified Public Accountants.
- Page #37 CA. 3 Fiscal Year 2020-21 Budget APPROVE JOINT RECOMMENDATION**
- This budget establishes revenue and expenditure levels for the fiscal year
- Page #41 CA. 4 Continuity of Operations Plan APPROVE STAFF RECOMMENDATION**
- This plan, which is reviewed each year and revised as needed, has been revised to address disruption of normal staffing services and activities of the Metropolitan Transportation Planning Organization and its subcommittees and advisory committees by events such as the COVID-19 Public Health Emergency.
- Page #43 CA. 5 Annual Transit Ridership Monitoring Report APPROVE STAFF RECOMMENDATION**
- This report is updated each year.
- Page #57 CA. 6 Public Involvement Plan Update APPROVE JOINT RECOMMENDATION**
- Each year, the Metropolitan Transportation Planning Organization reviews its public involvement plan to ensure that its processes provide full and open access to all citizens. Disruption of normal public involvement activities by impacts of the COVID-19 Public Health Emergency has necessitated revisions to the plan.

- Page #59 CA. 7 Year 2045 Long-Range Transportation Plan Public Participation Plan Amendment APPROVE JOINT RECOMMENDATION**
- The impacts of the COVID-19 Public Health Emergency has necessitated revisions to the Public Participation Plan which describes public involvement processes and activities for the preparation of the long-range transportation plan update. These revisions are consistent with the Public Involvement Plan update and describe public participation mitigation strategies used during the preparation of the long-range transportation plan update.
- Page #61 CA. 8 Alachua Countywide Bicycle-Pedestrian Master Plan Request for Proposal APPROVE STAFF RECOMMENDATION**
- The request for proposal includes a scope-of-work developed by the Alachua Countywide Bicycle-Pedestrian Master Plan Steering Committee for solicitation of consulting services.
- Page #63 CA. 9 Alachua Countywide Bicycle-Pedestrian Master Plan Interlocal Agreement APPROVE STAFF RECOMMENDATION**
- An interlocal agreement has been prepared concerning the financial contributions by Alachua County, City of Gainesville and the University of Florida for the preparation of the Alachua Countywide Bicycle-Pedestrian Master Plan.
- Page #69 CA. 10 Completion of the Metropolitan Transportation Planning Certification Process FOR INFORMATION ONLY**
- The Florida Department of Transportation has recertified the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area metropolitan transportation planning process.
- Page #73 CA. 11 Trail Town Program Update FOR INFORMATION ONLY**
- The City of Gainesville has been recognized as a Trail Town by the Florida Greenways and Trails Council.
- Page #77 CA. 12 Florida Transportation Plan Vision Element FOR INFORMATION ONLY**
- The Florida Department of Transportation has published the Florida Transportation Plan Vision Element.
- Page #99 CA. 13 Florida Metropolitan Planning Organization Advisory Council - 2020 Legislative Session Summary FOR INFORMATION ONLY**
- The Florida Metropolitan Planning Organization Advisory Council has provided a copy of its 2020 Legislative Session Summary.
- Page #109 CA. 14 Transportation Disadvantaged Program - Status Report NO ACTION REQUIRED**
- The Metropolitan Transportation Planning Organization has requested regular status reports concerning this program.

EXHIBIT 1

YEAR 2045 LONG-RANGE TRANSPORTATION PLAN  
ADOPTED COST FEASIBLE PLAN PROJECTS

Rank	Score	Facility	From	To	Proposed Modification	Project Length in Miles	Total Cost (\$ in Millions)
<b>Florida Transportation Plan Strategic Intermodal System Projects</b>							
-	-	Interstate 75	Marion Countyline	Williston Road	Managed Lanes	-	\$280.3
-	-	Interstate 75	Williston Road	NW 39th Avenue	Managed Lanes	-	\$487.1
-	-	Interstate 75	NW 39th Avenue	U.S. Highway 441	Managed Lanes	-	\$20.0
-	-	Interstate 75	At: Williston Road	-	Interchange Modification	-	\$18.1
<b>Transit Project Revenues - Federal Transit Administration Formula Grant and State Transit Block Grant</b>							
-	-	Regional Transit System	At: Systemwide	-	Transit Development Plan Implementation	-	66.7
<b>Bicycle and Pedestrian Projects (Ten Percent Allocation)</b>							
-	-	Bicycle and Pedestrian Project "Box Funds"	At: Gainesville Metropolitan Area	-	Proposed Alachua Countywide Bicycle-Pedestrian Master Plan Implementation	-	20.2
<b>Cost Feasible Plan-Eligible Congested Corridors</b>							
1*	21.3	NW 83rd Street	NW 23rd Avenue	NW 39th Avenue	Widen to 4 lanes/2 dedicated transit lanes	1.0	\$10.6
2	19.6	NW 23rd Avenue	NW 59th Terrace	NW 83rd Street	New Construction 3 lane Complete Street/replace 2 lane rural section	1.5	\$11.2
3	17.6	SW 62nd Boulevard	SW 20th Avenue	Clark Butler Boulevard	Widen to 4 lanes, with bridge with dedicated transit lanes; median included	0.25	\$17.0
4	17.4	NW 98th Street	Newberry Road	NW 39th Avenue	New construction 4 lanes/ replace a 2 lane rural section	2.0	\$24.8
5	16.6	NW 8th Avenue (SR 20)	NW 6th Street	Main Street	Two Lane reduction/Complete Streets	0.4	\$2.5
6*	14.6	Ft. Clark Boulevard	Newberry Road	NW 23rd Avenue	Widen to 4 lanes plus 2 dedicated transit lanes	1.0	\$10.6
7	14.3	SW 20th Avenue	SW 62nd Boulevard	SW 34th Street	New construction 4 lanes/ replace a 2 lane rural section with replacement of current bridge due to deficiency with bridge that spans over SW 38th Terrace	1.75	\$46.5
8	14.2	NW 23rd Avenue	NW 83rd Street	Ft. Clarke Boulevard	New construction 4 lanes/ replace a 2 lane rural section, including bridge over I-75 + Transit Pre-emption Provisions	0.4	\$16.1
9	14.2	SW 62nd Boulevard	Newberry Road	SW 20th Avenue	Widen to 4 lanes,with dedicated transit lanes; median included	1.50	\$31.3

\* Does not include local funding for right-of-way and dedicated transit lane construction





**EXHIBIT 2**  
**Discretionary Funding-Eligible Projects**

Facility	From	To	Proposed Modification	Total
Transit Modifications*	Various	Various	Various	23.4
Bicycle and Pedestrian Modifications*	Various	Various	Various	23.4
Tower Road Park-and-Ride	AT: SW 8th Avenue	-	Construct Park-and-Ride	21.2
SW 57th Road	SW 75th Street	SW 63rd Boulevard	New Construction, 2 lanes	17.8
NW 83rd Street Extension	Millhopper Road	Santa Fe Northern Boundary	New 2 lane roadway	14.6
SW 91st Street / SW 73rd Avenue Extension	Archer Road	SW 88th Street	New Construction, 2 lanes	14.5
Archer Road (SR 24)	Parker Road	SW 75th Street (Tower Road)	New construction 4 lanes/replace a 2 lane rural section	14.1
SW 8th Avenue	SW 91st Street	SW 20th Avenue	New construction 4 lanes/replace a 2 lane rural section	14.1
NW 23rd Avenue	NW 98th Street	NW 55th Street	New construction 4 lanes/replace a 2 lane rural section	11.3
NW 23rd Boulevard	NW 22nd Street	NW 13th Street	New construction 4 lanes/replace a 2 lane rural section, including the widening of bridge over Hogtown Creek	11.3
NW 34th Street (SR 121)	NW 31st Boulevard	NW 53rd Avenue	New construction 4 lanes/replace a 2 lane rural section	11.3
NW 34th Boulevard (SR 121)	NW 53rd Avenue	NW 77 Avenue	New construction 4 lanes/replace a 2 lane rural section	11.2
SW 23rd Terrace	Williston Road	Hull Road	New construction 4 lanes/replace a 2 lane rural section	11.1
SW 24th Avenue	SW 43rd Street	SW 34th Street	Widen to 4 lanes	11.1
SW 39th Boulevard	Archer Road	SW 34th Street	Widen to 4 lanes	11.1
Hull Road	SW 20th Avenue	SW 43rd Street	Two- Lane Extension	10.9
SW 63rd Boulevard/ SW 67th Avenue	SW 24th Avenue	Archer Road	New Construction, 2 lanes	10.8
Williston Road (SR 331)	SW 40th Street	SW 35th Drive	New construction 4 lanes/replace a 2 lane rural section	10.5
NW 34th Street (SR 121)	W University Avenue	NW 31st Boulevard	New construction 4 lanes/replace a 2 lane rural section, including the widening of bridge over Hogtown Creek	7.6
SW 35th Place	SW 34th Street	SW 27th Street	New construction 4 lanes/replace a 2 lane rural section	7.5
NW 23rd Avenue	Ft. Clarke Boulevard	NW 98th Street	New construction 4 lanes/ replace a 2 lane rural section	7.5
NW 53rd Avenue	NW 52nd Terrace	Waldo Road (SR 24)	New construction 4 lanes/ replace a 2 lane rural section	7.4
SW 75th Street (Tower Road)	SW 75th Court	SW 8th Avenue	Widen to 4 lanes	7.4
SW 4th Avenue	SW 13th Street	SE 3rd Street	Widen to 4 lanes	7.4
NW 23rd Avenue Extension	NW 98th Street	NW 122nd Street Extension	New Construction, 2 lanes	7.2
NW 23rd Avenue Extension	NW 122nd Street	NW 143rd Street	New Construction, 2 lanes	7.2
SW 20th Avenue I-75 Bridge	SW 62nd Avenue	SW 52nd Avenue	New construction 4 lanes/replace a 2 lane rural section, including the widening of bridge over I-75	7.1
NW 39th Avenue	SW 143rd Street	NW 105th Street	New construction 4 lanes/replace a 2 lane rural section	3.8

\* This project is also listed in the adopted Year 2045 Cost Feasible Plan for Revenue-Forecasted funds.



**EXHIBIT 3**  
**Aspirational Projects**

Facility	From	To	Proposed Modification	Total
Archer Road (SR 24)	SW 75th Street	SW 45th Street	Dedicated Transit Lane and signal upgrade	23.4
Newberry Road (SR 26)	NW 109th Drive	NW 143rd Street	Dedicated Transit Lane in median and signal upgrade	23.4
NW 115th Street	NW 39th Avenue	NW 46th Avenue	New construction, 2 lanes and dedicated transit lane	19.6
NW 122nd Street/NW 115th Street	Newberry Road	NW 39th Avenue	New construction, 2 lanes and dedicated transit lane	19.6
SW 122nd Street	SW 37th Avenue	SW 8th Avenue	Dedicated Transit Lane	19.6
SW 122nd Street	Newberry Road	SW 8th Avenue	Dedicated Transit Lane	19.6
SW 122nd Street	SW 37th Avenue	SW 8th Avenue	Dedicated Transit Lane	19.6
SW 122nd Street	Newberry Road	SW 8th Avenue	Dedicated Transit Lane	19.6
Hawthorne Road (SR 20)	SE 27th Street	SE 43rd Street	Dedicated Transit Lanes (Configure existing roadway, add multi-use path)	18.8
NW 98th Street	NW 39th Avenue	SpringHills Boulevard	Two- Lane Extension	11
NW 98th Street Extension	NW 39th Avenue	NW 46th Avenue	New Construction, 4 lanes	10.9
NW 91st Street	4100 Block	SpringHills Boulevard	Two- Lane Extension	7.2
SpringHills Boulevard	NW 122nd Street	NW 83rd Street	New Two- Lane Roadway	7.2
SpringHills Connector	SpringHills Boulevard	Millhopper Road	New Two- Lane Roadway	7.2
NW 91st Street Extension	Terminus	NW 46th Avenue Extension	New Construction, 4 lanes	3.4
Newberry Road (SR 26)	I-75	NW 109th Drive	Dedicated Transit Lane in median and signal upgrade	23.4
NW 115th Street	NW 39th Avenue	NW 46th Avenue	New construction, 2 lanes and dedicated transit lane	19.6
NW 122nd Street/NW 115th Street	Newberry Road	NW 39th Avenue	New construction, 2 lanes and dedicated transit lane	19.6
NW 83rd Street	NW 39th Avenue	SpringHills Boulevard	Two- Lane Extension + 2 dedicated transit lanes	17.3
NW 46th Avenue	NW 83rd Extension	NW 91st Street Extension	New roadway + 2 Dedicated Transit Lanes	16
NW 46th Avenue	NW 91st Street Extension	NW 98th Street Extension	New 4 lane roadway + 2 dedicated transit lanes and Bridge over I-75	16
Archer Road (SR 24)	SW 75th Terrace	SW 91st Street	Widen to 4 lanes and Dedicated Transit Lane	16
SW 91st Street	Archer Road	SW 46th Boulevard	Dedicated Transit Lane	15.8







**CA.2**

Serving Alachua

Bradford • Columbia

Dixie • Gilchrist • Hamilton

Lafayette • Levy • Madison


Suwannee • Taylor • Union Counties

---

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons AICP, Executive Director 

SUBJECT: 2021 Meeting Schedule

STAFF RECOMMENDATION

**Approve the 2021 Metropolitan Transportation Planning Organization and Advisory Committees Meeting Schedule.**

BACKGROUND

Each year, staff coordinates with the Alachua County and City of Gainesville staffs to develop the annual meeting schedule for the Metropolitan Transportation Planning Organization and its advisory committees. The schedule is similar to previous meeting schedules.

Attachment



**EXHIBIT 1****SCHEDULED 2021 MTPO AND COMMITTEE MEETING DATES AND TIMES**

PLEASE NOTE: All of the dates and times shown in this table are subject to being changed during the year.

<b>MTPO MEETING MONTH</b>	<b>TAC [At 2:00 p.m.] CAC [At 7:00 p.m.]</b>	<b>B/PAB [At 7:00 p.m.]</b>	<b>MTPO MEETING</b>
<b>FEBRUARY</b>	February 3	February 4	February 22 at 3:00 p.m.
<b>APRIL</b>	April 7	April 8	April 26 at 3:00 p.m.
<b>JUNE</b>	June 2	June 3	June 21 at 5:00 p.m.
<b>AUGUST</b>	August 18	August 19	August 30 at 3:00 p.m.
<b>OCTOBER</b>	October 6	October 7	October 25 at 3:00 p.m.
<b>DECEMBER</b>	November 17	November 18	December 13 at 5:00 p.m.

Note, unless otherwise scheduled:

1. Technical Advisory Committee meetings are conducted in the General Purpose Meeting Room of the Gainesville Regional Utilities Administration Building;
2. Citizens Advisory Committee meetings are conducted in the Grace Knight Conference Room of the Alachua County Administration Building; and
3. Metropolitan Transportation Planning Organization meetings are conducted at the Jack Durrance Auditorium of the Alachua County Administration Building unless noted.

MTPO means Metropolitan Transportation Planning Organization  
TAC means Technical Advisory Committee  
CAC means Citizens Advisory Committee  
B/PAB means Bicycle/Pedestrian Advisory Board  
NCFRPC means North Central Florida Regional Planning Council  
TMC means City of Gainesville Traffic Management Center



**CA.3**

Serving Alachua

Bradford • Columbia

Dixie • Gilchrist • Hamilton

Lafayette • Levy • Madison


Suwannee • Taylor • Union Counties

---

2009 NW 67th Place, Gainesville, FL 32653-1803 • 352.955.2200

October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Florida Department of Transportation Tentative Five-Year Work Program

**STAFF RECOMMENDATION**

**Authorize staff to provide comments to the Florida Department of Transportation concerning its Tentative Work Program.**

It is anticipated that the Florida Department of Transportation will release its Tentative Five-Year Work Program for review and comment in November 2020.

**BACKGROUND**

Each year, the Florida Department of Transportation submits a Five-Year Work Program to the State Legislature. The forthcoming draft Tentative Five Year Work Program will list all of the projects scheduled to be funded with state and federal funds over the next five fiscal years (Fiscal Years 2021-22 to 2025-26).

**Action Being Requested**

The Florida Department of Transportation provides the Metropolitan Transportation Planning Organization an opportunity to request changes to existing or proposed projects and to request new projects to be added to, or existing projects to be deleted from, the Tentative Five-Year Work Program.

Since the draft Tentative Five Year Work Program has not yet been released for review and comment and the comment period may close prior to the next Metropolitan Transportation Planning Organization, staff is requesting authorization to provide comments. The comments will be based upon and consistent with the Year 2045 Long-Range Transportation Plan and List of Priority Projects for Fiscal Year 2021-22 to Fiscal Year 2025-26 as adopted by the Metropolitan Transportation Planning Organization.


t:\scott\sk21\mtpo\memo\fdot\_tent\_wk\_prog\_oct26\_mtpo.docx





October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Resolution 2020-08 - Revised Section 5305(d) Grant Application and Amendment to the Public Transportation Agreement

STAFF RECOMMENDATION

**Approve Resolution 2020-08 that provides for revisions to the Federal Transit Administrative Section 5305(d) Grant application for the actual grant award; approve a resolution for the actual Federal Transit Administrative Section 5305(d) Grant award; and authorize the Chair to sign an Amendment to the Public Transportation Agreement that would account for any funding adjustment concerning the actual Federal Transit Administrative Section 5305(d) Grant award.**

BACKGROUND

Each year, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area submits a grant application for Federal Transit Administration Section 5305(d) funds. These funds are used by Metropolitan Transportation Planning Organization staff to conduct bicycle, pedestrian and transit planning activities.

At its April 20, 2020 meeting, the Metropolitan Transportation Planning Organization approved submittal of a grant application for Federal Transit Administration Section 5305(d) funds. This application was for an estimated amount of funding. As of this date, the Florida Department of Transportation has not yet notified the Metropolitan Transportation Planning Organization of any adjustment of its Federal Transit Administrative Section 5305(d) Grant award for Fiscal Year 2020-21.

Also at its April 20, 2020 meeting, the Metropolitan Transportation Planning Organization approved Resolution 2020-02 that enabled the Executive Director with approval of the Chair, under federal, state and/or local State of Emergency to amend a program document to maintain consistency with state or federal programs, or amend program or project funding if the time constraint is such that action at the next scheduled meeting of the Metropolitan Transportation Planning Organization would significantly delay progress on a project previously supported by the Metropolitan Transportation Planning Organization.

Therefore, staff requests that the Metropolitan Transportation Planning Organization pre-approve any revisions to documents concerning funding adjustments for the actual Federal Transit Administrative Section 5305(d) Grant award for Fiscal Year 2020-21 in order to maintain consistency with state or federal programs.





**CA.5**

Serving Alachua

Bradford • Columbia

Dixie • Gilchrist • Hamilton


Lafayette • Levy • Madison

Suwannee • Taylor • Union Counties

---

2009 NW 87th Place, Gainesville, FL 32653-1803 • 352.955.2200

October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area  
FROM: Scott R. Koons, AICP, Executive Director   
SUBJECT: **Resolution 2020-09 - Unified Planning Work Program Amendment**

**STAFF RECOMMENDATION**

**Adopt Resolution 2020-09 amending the Unified Planning Work Program for any adjustment to its Federal Transit Administration Section 5305(d) Grant award and corresponding adjustments in matching state funds for Fiscal Year 2020-21, with the understanding that additional administrative revisions requested by state and federal review agencies will be made as necessary by staff.**

**BACKGROUND**

The Florida Department of Transportation has not yet notified the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area of any adjustment of its Federal Transit Administration Section 5305(d) Grant award for Fiscal Year 2020-21.

In order to receive any additional additional federal transportation planning funds or if there were to be a reduction in federal transportation planning funds, the Metropolitan Transportation Planning Organization needs to amend its Fiscal Years 2020-21 and 2021-22 Unified Planning Work Program. See Resolution 2020-09 in Exhibit 1.

Once the Florida Department of Transportation has notified the Metropolitan Transportation Planning Organization and the Unified Planning Work Program is revised, the Metropolitan Transportation Planning Organization will be provided documentation for any adjustment of its Federal Transit Administration Section 5305(d) Grant award for Fiscal Year 2020-21.

The Unified Planning Work Program outlines and describes planning efforts to be undertaken by participating agencies to maintain a comprehensive, cooperative and continuing transportation planning program in the Gainesville Urbanized Area.

At its April 20, 2020 meeting, the Metropolitan Transportation Planning Organization approved Resolution 2020-02 that enabled the Executive Director with approval of the Chair, under federal, state and/or local State of Emergency to:

1. Amend a program document to maintain consistency with state or federal programs, or amend program or project funding if the time constraint is such that action at the next scheduled meeting of the Metropolitan Transportation Planning Organization would significantly delay progress on a project previously supported by the Metropolitan Transportation Planning Organization; and
2. Approve the revision and submission of the Unified Planning Work Program.

Attachment

t:\scott\sk21\mtpo\memo\upwp\_amend\_mtpo\_oct26.docx

Dedicated to improving the quality of life of the Region's citizens,  
by enhancing public safety, protecting regional resources,  
promoting economic development and providing technical services to local governments.



**EXHIBIT 1**

**CERTIFICATE**

The undersigned, as the duly qualified and acting Secretary of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, hereby certifies that the annexed is a true and correct copy of Resolution No. 2020-08, which was adopted at a legally convened meeting of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, which meeting was held on the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2020.

WITNESS my hand this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2020.

\_\_\_\_\_  
Adrian Hayes-Santos, Secretary



RESOLUTION NO. 2020-08

A RESOLUTION OF THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA AUTHORIZING THE CHAIR TO ENTER INTO A PUBLIC TRANSPORTATION AGREEMENT BETWEEN THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION AND THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA FOR AN AMOUNT SPECIFIED BY THE FEDERAL TRANSIT ADMINISTRATION GRANT AWARD REGARDING FISCAL YEAR 2020-21 FEDERAL TRANSIT ADMINISTRATION SECTION 5305(d) PUBLIC TRANSIT OFFICE PLANNING FUNDS IN ALACHUA COUNTY, FLORIDA; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has decided to seek Fiscal Year 2020-21 Federal Transit Administration Section 5305(d) Public Transit Office planning funds in Alachua County in order to examine transportation system management and transportation demand management techniques which are designed to improve the transportation system through low-cost measures to reduce traffic congestion and obtain greater capacity out of the existing highway system;

WHEREAS, the Florida Department of Transportation requires that the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area execute a Public Transportation Agreement, in order to be able to expend Fiscal Year 2020-21 Federal Transit Administration Section 5305(d) Public Transit Office planning funds in Alachua County;

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has the authority to enter into said Amendment to the Public Transportation Agreement and to undertake the project hereinafter described, as authorized under Section 339.175(10)(b), Florida Statutes; and

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will prepare these studies and then seek reimbursement of funds from the Florida Department of Transportation.

NOW THEREFORE, BE IT RESOLVED BY THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA:

1. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has the authority to enter into a Public Transportation Agreement.
2. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Chair to execute a Public Transportation Agreement on behalf of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area with the Florida Department of Transportation for planning to facilitate Public Transit Office planning activities in Alachua County, Florida, for an amount as specified by the Federal Transit Administration Grant award regarding Fiscal Year 2020-21 Federal Transit Administration Section 5305(d) Public Office Transit Planning Funds for Alachua County, Florida.

3. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Executive Director to act in connection with the Public Transportation Agreement to provide such additional information as may be required by the Florida Department of Transportation.

4. That all resolutions or portions of resolutions in conflict with this resolution are hereby repealed to the extent of such conflict.

5. That this resolution shall take effect upon its adoption.

DULY ADOPTED in regular session, this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2020.

METROPOLITAN TRANSPORTATION  
PLANNING ORGANIZATION FOR THE  
GAINESVILLE URBANIZED AREA

\_\_\_\_\_  
David Arreola, Chair

ATTEST:

\_\_\_\_\_  
Adrian Hayes-Santos, Secretary

APPROVED AS TO FORM

\_\_\_\_\_  
Sylvia Torres, Attorney  
Metropolitan Transportation Planning Organization  
for the Gainesville Urbanized Area




---

2008 NW 87th Place, Gainesville, FL 32653-1803 • 352.955.2200

October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Transportation Alternatives Program/Safe Routes to School/Shared-Use Nonmotorized Trail Application Notices

**STAFF RECOMMENDATIONS**

- 1. Refer the Safe Routes to School and Transportation Alternatives Program grant applications to Alachua County and the City of Gainesville; and**
- 2. Authorize the Chair to endorse and staff to submit, as necessary, the Safe Routes to School and Transportation Alternatives Program grant applications by Alachua County and the City of Gainesville for the projects with the Gainesville Metropolitan Area:**

**BACKGROUND:**

Metropolitan Transportation Planning Organization staff forwarded notifications for Safe Routes to School, Shared-Use Nonmotorized Trail and Transportation Alternatives Program grant application cycles (see Exhibits 1, 2 and 3) to Alachua County and City of Gainesville staffs. Subsequently, the Florida Department of Transportation cancelled the Shared-Use Nonmotorized Trail grant application cycle due to COVID-19 financial impacts (see Exhibit 4).

Currently, the Transportation Improvement Program includes the following three Safe Routes to School-funded projects, two Shared-Use Nonmotorized Trail-funded projects and one Transportation Alternatives Program-funded project:

- *Archer Road bicycle/pedestrian trail from SW 75th Terrace to SW 41st Boulevard;*
- *Newberry Road bicycle/pedestrian trail from City of Newberry to Jonesville;*
- *NE 18th Avenue sidewalk from NE 12th Street to NE 15th Street;*
- *NW 42nd Avenue sidewalk from NW 18th Street to NW 16th Street;*
- *NW 45th Avenue sidewalk from NW 18th Street to NW 16th Street; and*
- *SW 27th Street bicycle/pedestrian trail from Williston Road to SW 35th Place.*

Additional exhibits include:

- Exhibit 5 - Transportation Alternatives Program eligibility criteria;
- Exhibit 6 - Transportation Alternatives Program grant application;
- Exhibit 7 - Safe Routes to School Application Guidance;
- Exhibit 8 - Safe Routes to School Application; and
- Exhibit 9 - List of Priority Projects Bicycle/Pedestrian Project Priorities.

Attachments

t:\scott\sk21\mtpo\memo\lap\_application\_notice\_mtpo\_oct26.docx





**From:** Bennette, Barney [Barney.Bennette@dot.state.fl.us]  
**Sent:** Monday, October 05, 2020 8:03 PM  
**To:** Lynn Godfrey; Mike Escalante; Scott Koons  
**Cc:** Schwabacher, Mari; Brock, Michael; Taulbee, Karen  
**Subject:** Gainesville MTPO - Transportation Alternatives Program Solicitation FY 2027  
**Attachments:** Gainesville MTPO - TAP Solicitation 2027 letter.pdf; Transprtation Alternatives Project Application FY 2027.docx; FDOT TAP Eligibility Guidance.PDF; TAP\_RequestForFundingEngineersCostEstimate.xlsx

The Florida Department of Transportation is now soliciting for potential FY 2027 Transportation Alternatives Program projects for inclusion in the Tentative Five-Year Work Program development cycle. Attached for your use is an application form, a letter requesting applications and the Project Eligibility Guidance.

The application may be submitted by email (preferred) or to the postal address below. To be considered for funding, the application must have:

- The completed project application form including the project sponsor certification,
- a location map, and
- an estimate prepared by a Florida Registered Professional Engineer.

The Transportation Alternatives Program (TAP) was created in 2012 under the Moving Ahead for Progress in the 21<sup>st</sup> Century Act or MAP-21. TAP projects include on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, and environmental mitigation; recreational trail program projects; safe routes to school projects; and projects for the planning, design or construction of boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

For more information on the Transportation Alternatives Program, please see <https://www.fhwa.dot.gov/fastact/factsheets/transportationalternativesfs.cfm> and <https://www.fdot.gov/planning/systems/tap/default.shtm>

**Applications are due back to the Department by January 15, 2021.** Feel free to submit the applications earlier if possible. All applications should be sent to Barney Bennette at the following email or postal address:

Barney Bennette  
Florida Department of Transportation, District 2  
1109 S. Marion Avenue, Mail Station 2007  
Lake City, FL 32025-5874  
email: [barney.bennette@dot.state.fl.us](mailto:barney.bennette@dot.state.fl.us).

Barney Bennette  
Florida Department of Transportation, District 2  
[barney.bennette@dot.state.fl.us](mailto:barney.bennette@dot.state.fl.us) | 386.961.7878





## *Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

1109 South Marion Avenue, MS 2007  
Lake City, FL 32025-5874

KEVIN J. THIBAUT, P.E.  
SECRETARY

October 5, 2020

Gainesville MTPO: Sent via e-mail

Dear Mr. Koons,

The Florida Department of Transportation is soliciting project applications for the Transportation Alternatives Program for the Work Program cycle for Fiscal Year 2027. The Transportation Alternatives Program was created in 2012 under the Moving Ahead for Progress in the 21<sup>st</sup> Century Act or MAP-21. The Transportation Alternatives Program replaces the Transportation Enhancement Program of prior years. The application form is attached.

**Eligible Projects:** The following types of projects are eligible for Transportation Alternatives funding:

- Provision of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, or transportation projects to achieve compliance with the Americans with Disabilities Act.
- The provision of safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
- Construction of turnouts, overlooks, and viewing areas.
- Inventory, control, or removal of outdoor advertising.
- Historic preservation and rehabilitation of historic transportation structures.
- Vegetation management in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control.
- Environmental mitigation activity to address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff.
- Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
- The Safe Routes to School Program – A separate application form must be filled out and included with the Transportation Alternatives application. Because of the extensive nature of the Safe Routes to School application, an additional year may be needed before a Safe Routes to School project can be programmed.

The Department receives an annual allocation of approximately \$5,000,000 in Transportation Alternatives funds per year to be disbursed among the 18 counties that make up District Two. In this solicitation cycle, the Department is asking for a **maximum of two (2) projects in addition to any Safe Routes to School project applications** to be submitted within the Gainesville Metropolitan Transportation Planning Organization (MTPO) boundary. Please prioritize these projects when submitted. The Department also sent a separate solicitation letter to Alachua County requesting a maximum of two (2) projects outside the MTPO boundary.

For Alachua County, the following Transportation Alternatives Projects are already in the tentative FY2021- FY2026 work program and do NOT need a new application (this list includes projects inside and outside the MTPO boundary):

- |            |                |  |
|------------|----------------|--|
| • 442886-2 | Bike Path/rail | Nature Coast Trail from Gilchrist County Line to Newberry (Right of Way Acquisition) |
| • 439176-1 | Sidewalk       | US 41 from SW 15 <sup>th</sup> Ave to South of SR 26 (Newberry)                      |
| • 439177-1 | Sidewalk       | US 41 from End of Sidewalk to NW 9 <sup>th</sup> Road (Newberry)                     |
| • 447233-1 | Sidewalk       | ADA Upgrades Multiple Locations Gainesville  |

Please note the following:

- The construction cost estimate must be prepared by a Florida Registered Professional Engineer.
- Projects off the State Highway System must be performed by the Local Agency via a Local Agency Program (LAP) agreement.
- Projects that were applied for in a previous year but were not programmed, will need to be requested again if the project is still desired.
- If ALL the Right-of-Way necessary to construct the project is not currently in public ownership, please do not submit an application until you speak with us.
- The "Certification of Project Sponsor" on the last page of the application must be filled out and signed before a project will be programmed.

Once an application is received it will be evaluated for constructability, financial feasibility, and prioritized. If the project is programmed the local agency will be notified that the project will be added to the Tentative 5-Year Work Program. If the project is not programmed but remains a priority with the local agency, then the project will need to be requested in the next solicitation cycle.

Please submit separate projects on separate application forms. Submit completed applications to me no later than **January 15, 2021**. The application may be sent by email or regular mail at the address below.

If you have any questions or comments or need further clarification, please call me at (386) 961-7878 or (800) 749-2967, Extension 7878.

Sincerely,



Barney Bennette  
Florida Department of Transportation, District 2  
1109 S. Marion Avenue  
Mail Station 2007  
Lake City, FL 32025-5874  
email: [barney.bennette@dot.state.fl.us](mailto:barney.bennette@dot.state.fl.us)

## EXHIBIT 2



### *Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

1109 South Marion Avenue, MS 2007  
Lake City, FL 32025-5874

KEVIN J. THIBAUT, P.E.  
SECRETARY

September 10, 2020

Gainesville MTPO: Sent via e-mail

The Florida Department of Transportation is soliciting project applications for the Shared-Use Nonmotorized Trail (SUN Trail) program for the Work Program cycle for Fiscal Year 2027. The SUN Trail Program was created in 2015 to develop a statewide system of paved multi-use trails for bicyclists and pedestrians, physically separated from the road. The Department receives an annual allocation of approximately \$25,000,000 in SUN Trail funds per year to be allocated statewide.

**Eligible Projects:** The following types of projects are eligible for SUN Trail funding:

1. Documentation that the project will be developed as a paved multi-use trail within the SUN Trail network: at minimum this will include transmittal of a map illustrating the project limits within the SUN Trail network, the typical section schematic, and applicable information must be provided in the "Request for Funding".
2. Documentation provided that the project is a priority of the applicable authority: at minimum this will include transmittal of an adopted prioritization list of projects/supporting resolution and other applicable information provided in the "Request for Funding".
  - a. If the project is within the boundary of an MPO, it must be a MPO priority.
  - b. If outside of an MPO boundary, the project must be a priority of the county (inclusive of their municipalities), tribal government, federal or state agency.
3. Documentation that a non-FDOT governmental agency is formally committed to the operation and maintenance of the project (long-term trail manager): this will include transmittal of applicable "Request for Funding" information.
4. Documentation that the project is consistent with the applicable comprehensive plan(s), transportation plan(s), or the long-term management plan(s): this will include applicable project concurrency information.

**Eligible Applicants:** City and County Government, State Agencies, Federal Agencies, Tribal Government and MPO's may submit applications. Private citizens, non-profit organizations and similar "Friends of ..." organizations may fill out the applications. However, the application will only be considered if it is signed by the above long-term trail manager.

**Number of Applications:** Applicants may submit an unlimited number of grant applications, for any number of project sites. Each project site needs a separate application form.

**Application Deadline:** Completed applications, including maps, an estimate prepared by a Professional Engineer, prioritization and required signatures must be received no later than 3:00 p.m. Eastern Standard Time (EST) on December 10, 2020. This is a firm deadline and will not be extended.

**How to Submit an Application:** Use the Grant Application Process (GAP – online system) to submit each funding request during the solicitation period: <https://www.flgap.com/>. GAP System Support: 888-238-9707 or [flgap@blackcatsupport.com](mailto:flgap@blackcatsupport.com). This system will accept SUN Trail applications beginning October 1, 2020.

For Alachua County, the following SUN Trail Projects are already in the tentative FY 2021 - FY2026 work program or a valid application is on file. These do NOT need a new application. This list includes projects inside and outside the Gainesville MTPO boundary. The Department also sent a separate solicitation letter to Alachua County.

FM Number	Trail System	Description	Status in the Tentative Work Program
4391751	Nature Coast Trail Extension	SR 26 from Jonesville to Newberry	Design: FY 2024 Construction: Unfunded
N/A	Hawthorne to Palatka	SR 20 at US 301 Pedestrian Bridge	Unfunded Valid application on file
N/A	Nature Coast Trail Extension	SR 24 Newberry Lane to NW 260th Street (Thru Newberry)	Unfunded Valid application on file
N/A	Archer to Bronson	SR 24 from Archer to Bronson (Note SUN Trail network ends at Levy County Line)	Unfunded Valid application on file

Please note the following:

- Projects off the State Highway System must be designed and constructed by the Local Agency via a Joint Participation Agreement (JPA).
- The Department does not intend to fund right of way acquisition except under very limited circumstances. If all the Right-of-Way necessary to construct the project is not currently in public ownership, a method to acquire the right of way should be described in the application.

Once an application is received, it will be evaluated for constructability, financial feasibility, and prioritized. If the project is programmed, the local agency will be notified that the project will be added to the Tentative 5-Year Work Program.

There is an extensive amount of information about the SUN Trail program at [www.floridasuntrail.com](http://www.floridasuntrail.com). If you have any questions or comments or need further clarification, please call me at (386) 961-7878 or (800) 749-2967, Extension 7878.

Sincerely,



Barney Bennette

Florida Department of Transportation, District 2  
1109 S. Marion Avenue, Mail Station 2007, Lake  
City, FL 32025-5874  
email: [barney.bennette@dot.state.fl.us](mailto:barney.bennette@dot.state.fl.us)



## Mike Escalante

---

**From:** Bennette, Barney [Barney.Bennette@dot.state.fl.us]  
**Sent:** Wednesday, September 09, 2020 8:15 PM  
**To:** Lynn Godfrey; Mike Escalante; Scott Koons  
**Cc:** Schwabacher, Mari; Taulbee, Karen; Brock, Michael  
**Subject:** Gainesville MTPO - SUN Trail Solicitation for FY 2027  
**Attachments:** SUNTrail Application.pdf; SUNTrail\_Guidance.pdf; SunTrail\_RequestForFundingEngineers\_Cost\_Estimate.xlsx; Gainesville MTPO - SUN Trail Solicitation 2027 letter.pdf

The Florida Department of Transportation (FDOT) will solicit proposals for funding Regional Trail System and Individual Trail projects through the Shared-Use Nonmotorized (SUN) Trail program for inclusion in the Tentative Five-Year Work Program development cycle. The solicitation was officially announced in the Florida Administrative Register – Volume 46, Number 175, September 8, 2020 publication. Projects programmed this cycle will be funded as early as Fiscal Years 2026/2027.

Interested parties are encouraged to familiarize themselves with SUN Trail Program Guidance and may begin working on their SUN Trail Request for Funding. FDOT will accept the SUN Trail “Request for Funding” from Thursday, October 1 – Thursday, December 10 at 3:00 p.m., Eastern Standard Time. To receive consideration for funding through the SUN Trail program, FDOT must receive a separate, complete “Request for Funding”, with applicable project information, including required signatures for each eligible Regional or Individual Trail project during the announced solicitation period. Use the Grant Application Process (GAP – online system) to submit each funding request during the solicitation period: <https://www.flgap.com/>. GAP System Support: 888-238-9707 or [flgap@blackcatsupport.com](mailto:flgap@blackcatsupport.com).

Authorization for the SUN Trail program is under Section 339.81, Florida Statutes.

For complete information regarding the Florida Shared-Use Nonmotorized (SUN) Trail Program, please visit [www.floridasuntrail.com](http://www.floridasuntrail.com)

Attachments: Solicitation letter  
SUN Trail Application  
SUN Trail Guidance  
Engineers Estimate Template

Thanks,

Barney Bennette  
Florida Department of Transportation, District 2  
[barney.bennette@dot.state.fl.us](mailto:barney.bennette@dot.state.fl.us) | 386.961.7878





## EXHIBIT 3

For Updates on the Pensacola Bay Bridge visit [fdot.gov/PensacolaBay](https://www.fdot.gov/PensacolaBay)
**Florida Department of  
TRANSPORTATION**
*Improve Safety, Enhance Mobility, Inspire Innovation*
[E-Updates](#) | [FL511](#) | [Site Map](#) | [Translate](#)

[Home](#)[About FDOT](#)[Careers](#)[Contact Us](#)[Maps & Data](#)[Offices](#)[Performance](#)[Projects](#)

## State Safety Office

[State Safety Office / Programs](#)

## Safe Routes to Schools (SRTS)



**CALL FOR APPLICATIONS**  
**SEPTEMBER 1, 2020 - DECEMBER 31, 2020**

- [Starting your Program](#)
- [Florida Contacts](#)
- [Funding](#)
- [Guidelines](#)
- [Lessons and Curricula](#)
- [Walking School Bus](#)
- [Resources](#)
- [Superhero Safety Squad](#)
- [FDOT SRTS 10 Year Report](#)

## What is Safe Routes to School?

Safe Routes to School is a growing movement that has taken hold in communities throughout the United States. The concept is to increase the number of children who walk or bicycle to school by funding projects that remove the barriers currently preventing them from doing so. Those barriers include lack of infrastructure, unsafe infrastructure and a lack of programs that promote walking and bicycling through education/encouragement programs aimed at children, parents, and the community.

## Safe Routes in Florida

Walking or biking to school gives children a sense of freedom and responsibility, allows them to enjoy the fresh air and provides opportunities to get to know their neighborhood while arriving at school alert, refreshed and ready to start their day. Communities and community-based organizations are devoting increased attention to pedestrian and bicycle safety issues in an effort to improve the conditions for walking or biking to school.

Florida's Safe Routes to School (SRTS) program can help communities address their school transportation needs and encourage more students to walk or cycle to school. It strives to enable and encourage children in grades Kindergarten through High School, including those with disabilities, to walk and bike to school; to make walking and biking to school safer and more appealing, and to facilitate the planning, development, and implementation of projects that will improve safety and reduce traffic, fuel consumption, and improve air quality in the vicinity of schools. In addition to encouraging more children to walk or cycle to school, the program also seeks to address the safety needs of children already walking or biking in less than ideal conditions.

A successful program integrates safety, traffic relief, health, environmental awareness and physical activity and fitness under one program. The program encompasses routes and techniques used to encourage children to walk or cycle to or from school. We encourage schools, local transportation officials and other qualified groups to cooperate and apply to meet some of the identified needs, while they address other identified needs locally or through other methods.

[Contact Us](#) [Employment](#) [MyFlorida.com](#) [Performance](#) [Statement of Agency](#) [Web Policies & Notices](#)



© 1996 - 2019 Florida Department of Transportation

**Florida Department of Transportation**  
*Improve Safety, Enhance Mobility, Inspire Innovation*

**From:** Reichert, Mark [Mark.Reichert@dot.state.fl.us]  
**Sent:** Thursday, October 15, 2020 10:38 AM  
**To:** Aileen Boucle; McLaughlin, Anne; Austin Mount; Beth Alden; Beth Beltran; Bill Cross; Brian Freeman; Brian Pessaro; Carter, Laura; Chandra Frederick; Chris DeAnnuntis; Dave Hutchinson; David Green; Dawn Schwartz; Denise Bunnewith; Scott, Donald; Harrell, Gary; Gary Huttman; Gillette, Georganna; Greg Burke; Greg Stuart; Hickman, Lisa; Hugh Pascoe; Jeff Kramer; Jeff Sheffield; Kevin Walford; Kostrzewa, Jack; Lex, Suzanne; lisa.colmenares@mdtpo.org; Bollenback, Lois; Lorraine Lantz; Woods, Michael; Mike Escalante; Mikyska, Carl; Marybeth Soderstrom; nuhren@palmbeachtpa.org; Steed, Patricia; Paul Flavien; buchwaldp@stlucieco.org; Reichert, Mark; Rob Balmes; Ron Gogoi; RyanKordek@polk-county.net; Scott Koons; Slay, Greg; stevend@hernandocounty.us; Susan Ebner; Terry Pittos; Tracy Flavien; Virginia Whittington; Washnock, Mary Beth; Whit Blanton; Wilson Fernandez  
**Subject:** FW: SUN Trail Cancel Solicitation Cycle

Good morning again, everyone. Unfortunately, the SUN Trail Program is a victim of the realignment of the Department's budget to mitigate the impact of the loss of revenue due to the COVID-19 crisis. Please see the notice below.

*Mark E. Reichert*

605 Suwannee Street, MS 28  
Tallahassee, Florida 32399-0450  
850-414-4901 (office)  
850-491-4503 (work cell)  
850-556-5751 (personal cell)  
[mark.reichert@dot.state.fl.us](mailto:mark.reichert@dot.state.fl.us)



**From:** Birdsong, Robin <[Robin.Birdsong@dot.state.fl.us](mailto:Robin.Birdsong@dot.state.fl.us)>  
**Sent:** Thursday, October 15, 2020 10:14 AM  
**To:** Reichert, Mark <[Mark.Reichert@dot.state.fl.us](mailto:Mark.Reichert@dot.state.fl.us)>  
**Subject:** SUN Trail Cancel Solicitation Cycle

Mark,

As discussed, the SUN Trail Solicitation Cycle is canceled. Below is additional information. Would you please share it with the MPOs and others you may have notified? I really appreciate your help.

The Florida Department of Transportation's (FDOT's) work program and the associated budget are subject to periodic reviews to ensure fiscal responsibility and compliance. These reviews must include the Program and Resource Plan, the 36-Month Cash Forecast and the Five-Year Finance Plan. The August Revenue Estimating Conference projected a loss of \$1.359B of revenue thru FY 25/26; the largest loss is in current fiscal year (FY 20/21): \$430.61M. The FY 20/21 revenue reduction equates to a loss of \$760.3M in state allocations.

Upon review, the open solicitation for new "Funding Requests" through the Shared-Use Nonmotorized (SUN) Trail program for inclusion in the Tentative Five-Year Work Program is cancelled until further notice. The solicitation was officially announced in the Florida Administrative Register (FAR) – Volume 46, Number 175, September 8, 2020 publication. The cancellation announcement is included in the FAR – Volume 46, Number 202, October 15, 2020. Click the following to view: [https://www.flrules.org/gateway/View\\_Notice.asp?id=23762689](https://www.flrules.org/gateway/View_Notice.asp?id=23762689). Please contact Robin Birdsong, FDOT SUN Trail Program Manager, at [robin.birdsong@dot.state.fl.us](mailto:robin.birdsong@dot.state.fl.us) or 850-414-4922 if you have questions.



Florida Department of Transportation

# Transportation Alternatives Set-Aside Program Guidance and Procedures

Fiscal Year 2020

---

Effective June 2019



THIS PAGE INTENTIONALLY LEFT BLANK

# Contents

<b>Important Information for Project Sponsors .....</b>	<b><a href="#">1</a></b>	<b>Other Regulatory Requirements .....</b>	<b><a href="#">12</a></b>
<b>Purpose .....</b>	<b><a href="#">1</a></b>	<b>Anticipated Roles for FDOT and Planning Partners ..</b>	<b><a href="#">13</a></b>
<b>Background .....</b>	<b><a href="#">2</a></b>	<b>    FDOT Central Office .....</b>	<b><a href="#">13</a></b>
<b>Transportation Alternatives Set-Aside Overview .....</b>	<b><a href="#">2</a></b>	<b>    FDOT Districts .....</b>	<b><a href="#">13</a></b>
<b>Transportation Alternatives Funding .....</b>	<b><a href="#">3</a></b>	<b>    MPOs &gt; 200,000 Urbanized Population (TMA MPOs) ....</b>	<b><a href="#">13</a></b>
<b>Funding Allocations.....</b>	<b><a href="#">3</a></b>	<b>    MPOs &lt;200,000 Population .....</b>	<b><a href="#">13</a></b>
Statewide TA Set-Aside or "Any Area" funds - FDOT work		<b>    Project Sponsors .....</b>	<b><a href="#">13</a></b>
program fund code TALT .....	<a href="#">3</a>	<b>Resources .....</b>	<b><a href="#">14</a></b>
"By Population" funds.....	<a href="#">3</a>	<b>Federal Resources.....</b>	<b><a href="#">14</a></b>
<b>Funding and Matching Requirements .....</b>	<b><a href="#">4</a></b>	<b>Florida Resources .....</b>	<b><a href="#">14</a></b>
<b>Cost Reimbursement of Approved Expenses .....</b>	<b><a href="#">4</a></b>	<b>Coordination with Central Office .....</b>	<b><a href="#">14</a></b>
<b>Eligible Entities (Project Sponsors).....</b>	<b><a href="#">7</a></b>	<b>Appendix .....</b>	<b><a href="#">15</a></b>
<b>Eligible Projects and Activities .....</b>	<b><a href="#">8</a></b>	<b>Appendix A.....</b>	<b><a href="#">16</a></b>
<b>Project Eligibility Determinations .....</b>	<b><a href="#">8</a></b>	<b>FDOT Districts and TA Set-Aside Program Contacts .....</b>	<b><a href="#">16</a></b>
<b>Project Sponsor Expectations and Requirements .....</b>	<b><a href="#">9</a></b>	<b>Appendix B.....</b>	<b><a href="#">17</a></b>
<b>Project Application Submittal Process .....</b>	<b><a href="#">9</a></b>	<b>FDOT Transportation Alternatives Set-Aside</b>	
<b>Application Cycle .....</b>	<b><a href="#">9</a></b>	<b>Project Eligibility Guidance .....</b>	<b><a href="#">17</a></b>
<b>Application Form .....</b>	<b><a href="#">9</a></b>	<b>Appendix C.....</b>	<b><a href="#">19</a></b>
<b>Project Budget .....</b>	<b><a href="#">9</a></b>	<b>FDOT Sample TA Project Application Form .....</b>	<b><a href="#">19</a></b>
<b>Application Submittal .....</b>	<b><a href="#">10</a></b>		
MPO Areas .....	<a href="#">10</a>		
Areas Outside MPOs .....	<a href="#">10</a>		
<b>Project Selection and Programming .....</b>	<b><a href="#">10</a></b>		
<b>TA Set-Aside Project Selection Criteria .....</b>	<b><a href="#">10</a></b>		
<b>Competitive Selection Process .....</b>	<b><a href="#">11</a></b>		
MPO areas under 200,000 population .....	<a href="#">11</a>		
Areas outside of MPOs.....	<a href="#">11</a>		
Over 200,000 urbanized population .....	<a href="#">12</a>		
<b>Project Programming.....</b>	<b><a href="#">12</a></b>		

THIS PAGE INTENTIONALLY LEFT BLANK



# Important Information for Project Sponsors

- Transportation Alternatives Set-Aside (TA Set-Aside) is a federal cost reimbursement grant program-- no money is provided upfront.
- Normally, the federal share for TA Set-Aside projects is the same as for the general Federal-aid Highway Program: 80 percent federal/20 percent state and/or local match. However, the State of Florida has elected to utilize toll credits to serve as the state and local match for the TA Set-Aside program. Therefore, project sponsors are not required to provide the 20 percent match. For "over 200,000 population" funds, Metropolitan Planning Organizations (MPOs) within Transportation Management Areas (TMAs) may solicit a local match as part of their program guidelines.
- Projects must conform to one of the 10 categories of eligibility, as described on page 13 of this guidance.
- Effective December 2015, with the passing of the Fixing America's Surface Transportation (FAST) Act, nonprofit organizations that oversee the administration of local transportation safety programs are now eligible project sponsors. All other non-profits remain ineligible.
- FDOT requires infrastructure projects be implemented by a Local Agency Program (LAP) certified agency; this includes phases of work leading to construction, or activities specifically identified in the definition of "construction" in Title 23 of the United States Code, Section 101(a)(4). Non-profit organizations are not eligible for LAP certification. Note: In limited circumstances, planning studies and research studies would not require LAP certification.
- If the project sponsor is not LAP certified, they may partner with a LAP certified agency to serve as the implementing agency. The implementing agency must be LAP certified at the time the project is programmed. An overview of the requirements of federally funded projects and FDOT local project implementation process can be found in the FDOT LAP Manual at <https://www.fdot.gov/programmanagement/LAP/LAP-TOC.shtm>.
- Non-infrastructure projects do not require LAP certification; this includes equipment purchases. These projects will be treated as non-traditional federal awards. Please see the FDOT Work Program Instructions for more information on non-traditional federal awards.
- FDOT is a decentralized agency, and each FDOT district office is responsible for administering their share of TA Set-Aside funding in compliance with the FAST Act. For district TA Set-Aside information and contacts, see Appendix A of this guidance.
- Safe Routes to School (SRTS) projects are eligible for TA Set-Aside funding but will need to comply with the Florida SRTS program requirements if FDOT SRTS program funds are to be used on any phase of the project. For more information, visit <https://www.fdot.gov/safety/2A-Programs/Safe-Routes.shtm>.

## Purpose

This Transportation Alternatives Set-Aside (TA Set-Aside) Guidance was developed by the Florida Department of Transportation (FDOT) in response to the changes resulting from the passage of the Fixing America's Surface Transportation Act. This document was developed to provide guidance for the consistent implementation of TA Set-Aside across the State and will be updated annually.

This document provides information on how FDOT administers TA Set-Aside funding, including:

- Eligible project sponsors
- Eligible project activities
- Project applications
- Project selection, and
- Other regulatory requirements

## Background

Transportation Alternatives Set-Aside is a continuation of a federal transportation funding program first established as the Transportation Enhancement Program under the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA). The Transportation Enhancement Program saw little to no changes from 1991 to 2012 as it was carried forward through two subsequent transportation funding bills: The Transportation Efficiency Act for the 21 Century (TEA-21), and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

However, the Moving Ahead for Progress in the 21st Century Act (MAP-21) signed into law in 2012 established a new program to provide for a variety of alternative transportation projects. The Transportation Alternatives Program (TAP) consolidated funding from Transportation Enhancements, Safe Routes to School, and the Recreational Trails Program (RTP), which were separately funded programs under SAFETEA-LU, into a single funding source. RTP funding was made a set-aside from the TAP funds; unless the Governor opts out, the RTP apportionment was to be set aside from the State's TAP funds specifically for RTP.

In December 2015, the Fixing America's Surface Transportation (FAST) Act was passed, eliminating MAP-21 TAP and replacing it with "a set-aside of Surface Transportation Block Grant (STBG) program funding for transportation alternatives (TA)." The new program, referred to as the [Transportation Alternatives Set-Aside or TA Set-Aside](#), includes all the same provisions as TAP, with one notable change: nonprofit organizations that oversee the administration of local transportation safety programs are now eligible project sponsors. In Florida, RTP is set-aside from the State's TA funds.

## Transportation Alternatives Set-Aside Overview

The TA Set-Aside program provides funding for programs and projects consistent with details described under 23 U.S.C. 133(h)(3), including 1) Transportation Alternatives, 2) Recreational Trails Program, 3) Safe Routes to School Program, and 4) planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.<sup>1</sup>

Florida administers TA Set-Aside funds through the Florida Department of Transportation (FDOT); the Florida Department of Environmental Protection manages the Recreational Trails Program (RTP) funds. For more information on the administration of RTP funds, visit <https://floridadep.gov/lands/land-and-recreation-grants/content/recreational-trails-program>. This program guidance will focus on how the remaining TA Set-Aside funds are administered by FDOT for Transportation Alternatives. Note that FDOT includes Safe Routes to School as eligible projects under Transportation Alternatives.

<sup>1</sup> Note that Florida has opted not to use TA Set-Aside funds for planning, designing or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

# Transportation Alternatives Funding

Nationally, \$850 million is available for eligible projects through the TA Set-Aside program in FY2020.<sup>2</sup> As defined in the FAST Act, each state receives the same proportionate share of these funds as they received in FY2009 through the Transportation Enhancement Program. This translates into an overall apportionment of \$51,733,446 in TA Set-Aside funds for the State of Florida in FY2020, including Recreational Trails Program (RTP) funding.<sup>3</sup>

## Funding Allocations

Per the legislation, Florida has set aside \$2,602,532 for the RTP in FY2020, and the remaining \$49,130,914 is allocated to Transportation Alternatives and then divided into two categories:

1. Fifty (50) percent of the funds are allocated to any area of the State ("any area").
2. Fifty (50) percent of the funds are sub-allocated to areas based on population ("by population").

The "any area" funds may be used on any project within the state, while "by population" funds must be spent in the region to which they are allocated. The "by population" sub-allocations are based on the share of the population located in the following areas of the State according to the most recent Census:

- Areas with a population of 5,000 or less;
- Areas with a population between 5,001 and 200,000;
- Areas with an urbanized area population greater than 200,000

The funding allocations are further explained below. Figure 2 provides a flowchart of Florida's distribution of FY2020 TA Set-Aside Program funds.

## Statewide TA Set-Aside or "Any Area" funds - FDOT work program fund code TALT

The FAST Act allocates funding to be used statewide at the discretion of the state.

- Approximately \$24.5 million has been allocated to FDOT for "any area" funds in FY 2020.
- Funding can be used anywhere in the state.
- TALT (any area) funds are apportioned to districts using a statutory formula that is based on population and fuel tax.
- The competitive application round for these funds is open to all eligible sponsors within FDOT districts, including sponsors located in urbanized areas that receive TA Set-Aside funding allocations

## "By Population" funds

### Areas with less than 5,000 Population - FDOT work program fund code TALN

The FAST Act allocates funding to areas with less than 5,000 population. Approximately \$3 million has been allocated to FDOT for this population category in FY 2020.

### Areas with greater than 5,000 but less than 200,000 Population - FDOT work program fund code TALL

The FAST Act allocates funding to areas of greater than 5,000 but less than 200,000 population. Approximately \$3.3 million has been allocated to FDOT for this population category in FY 2020.

### Areas with greater than 200,000 Urbanized Population - FDOT work program fund code TALU

The FAST Act allocates funding directly to urbanized areas with a population greater than 200,000, otherwise known as Transportation Management Areas (TMAs).

<sup>2</sup> <https://www.fhwa.dot.gov/fastact/factsheets/transportationalternativesfs.cfm>

<sup>3</sup> Estimate based on 2019 distribution: [https://www.fhwa.dot.gov/legisregs/directives/notices/n4510832/n4510832\\_t2.cfm](https://www.fhwa.dot.gov/legisregs/directives/notices/n4510832/n4510832_t2.cfm)

## FDOT TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM GUIDANCE AND PROCEDURES

- According to the Federal Register, Volume 77, No. 138<sup>4</sup>, there are 15 designated TMAs in Florida: Miami, Tampa-St. Petersburg, Orlando, Jacksonville, Sarasota-Bradenton, Cape Coral, Palm Bay-Melbourne, Port St. Lucie, Palm Coast-Daytona Beach-Port Orange, Pensacola, Florida-Alabama, Kissimmee, Bonita Springs, Lakeland, Tallahassee, and Winter Haven.
- Florida has 27 Metropolitan Planning Organizations (MPOs) serving metropolitan areas with a wide range of population sizes. In Florida, MPOs are also referred to as Transportation Planning Organizations (TPO) and Transportation Planning Agencies (TPA); for the purposes of this document, they will collectively be called MPOs. Eighteen (18) of the State's 27 MPOs are represented within the State's fifteen 15 TMAs (Figure 1).
  - » Approximately \$19 million in "over 200K population" funds for TMAs has been allocated to FDOT for FY2020. This amount is divided among the 15 TMAs based on population (Figure 2).
  - » Eligible entities (Project Sponsors) within TMAs submit eligible projects which are prioritized and selected through a competitive process administered by the MPOs in consultation with their FDOT district office.

FDOT is a decentralized agency, and each FDOT district office receives an apportionment of TA Set-Aside funds to administer through a competitive process in compliance with the FAST Act. The FY2020 funding apportionment by FDOT district is detailed in Table A.

**Table A: Florida Transportation Alternatives Set-Aside Funding Apportionment by FDOT District, FY2020**

District	Any Area Funds (FDOT Fund Code TALT)	Population < 5K (FDOT Fund Code TALN)	Population > 5K but < 200K (FDOT Fund Code TALL)	Population > 200K (FDOT Fund Code TALU)	Total
1	\$3,461,501	\$384,463.05	\$545,541	\$2,544,874	\$6,936,378
2	\$2,777,848	\$689,377.01	\$687,280	\$1,391,796	\$5,546,301
3	\$1,824,492	\$739,743.56	\$608,347	\$750,009	\$3,922,592
4	\$4,557,648	\$105,532.22	\$182,987	\$4,432,039	\$9,278,206
5	\$5,180,441	\$267,635.92	\$819,011	\$3,431,663	\$9,698,750
6	\$3,108,324	\$52,693.40	\$63,890	\$3,248,608	\$6,473,515
7	\$3,655,204	\$58,849.85	\$370,744	\$3,190,373	\$7,275,171
<b>FDOT Total</b>	<b>\$24,565,457</b>	<b>\$2,298,295</b>	<b>\$3,277,801</b>	<b>\$18,989,362</b>	<b>\$49,130,914</b>

Source: FDOT Work Program and Budget, October 30, 2018. Figures do not include Recreational Trails Program funding. Figures may vary slightly from Federal Register (Figure 2) due to rounding.

Note: Table A describes federal funding that has been allocated for FY2020 via legislation and apportioned to FDOT districts. However, FDOT operates under a 5-year work program in order to maximize production and service capabilities. Project applications submitted in FY2020 will be tied to FY2025 planning and funding. Check with your district and/or MPO for more information on amounts available for project applications.

## Funding and Matching Requirements

Normally, the federal share for TA Set-Aside projects is the same as for the general Federal-aid Highway Program: 80 percent federal/20 percent state and/or local match. However, the State of Florida has elected to utilize toll credits to serve as the state and local match for the TA Set-Aside program. Therefore, project sponsors are not required to provide the 20 percent match.

FDOT generally administers TA Set-Aside projects through the Local Agency Program (LAP). Information on the LAP can be found on FDOT's LAP webpage at <https://www.fdot.gov/programmanagement/LAP/LAP-TOC.shtml>.

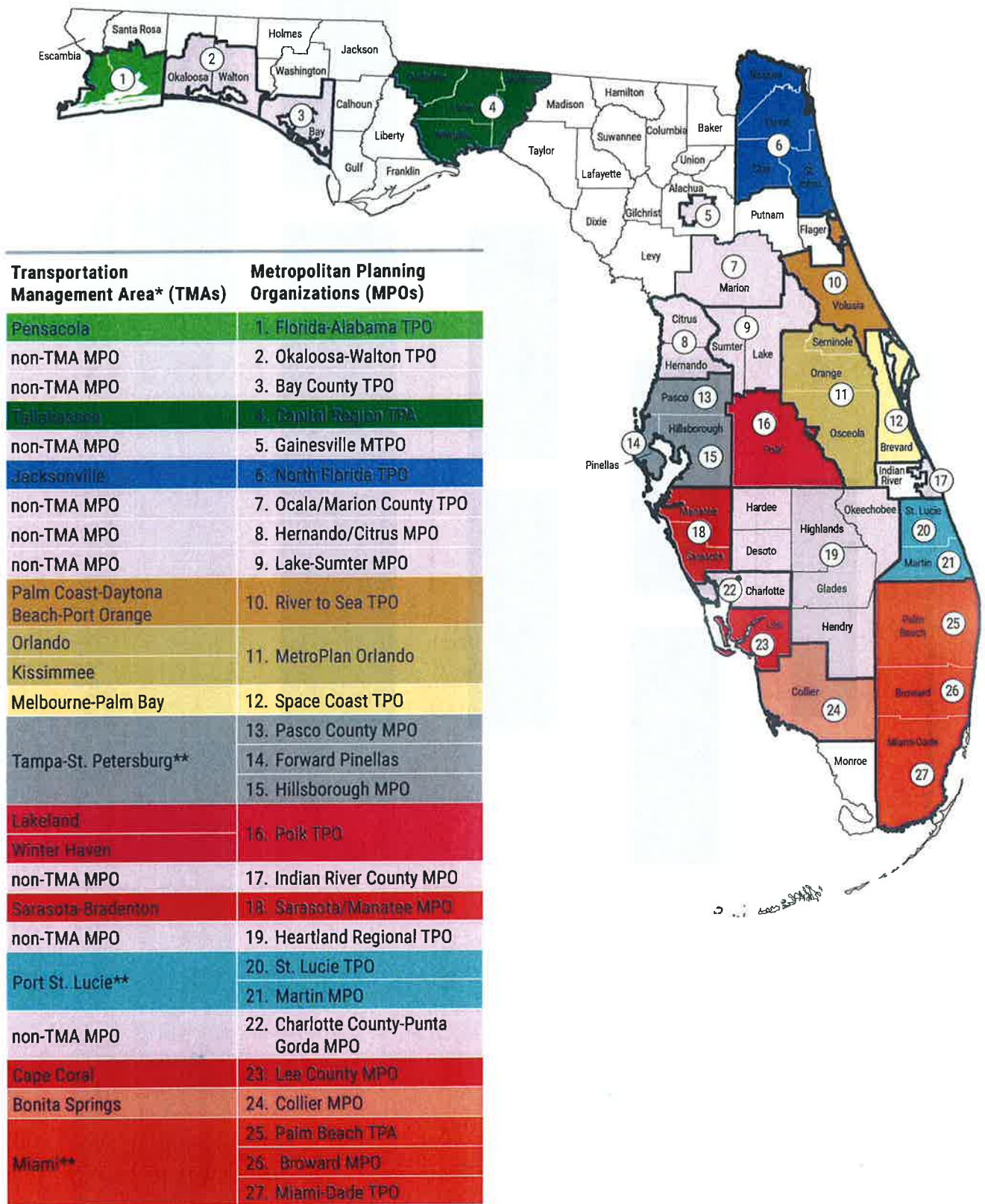
## Cost Reimbursement of Approved Expenses

TA Set-Aside is a cost reimbursement grant program. Projects must go through multiple levels of review and approval to become eligible for reimbursement. Once the Federal Highway Administration (FHWA) has authorized a project and the project sponsor has entered into an agreement with FDOT, project costs may be incurred and ultimately reimbursed. Note that costs incurred prior to FHWA authorization and execution of the agreement are not eligible for reimbursement.

<sup>4</sup> <https://www.govinfo.gov/content/pkg/FR-2012-07-18/pdf/2012-17514.pdf>



**Figure 1: Map of Florida Metropolitan Planning Organizations**

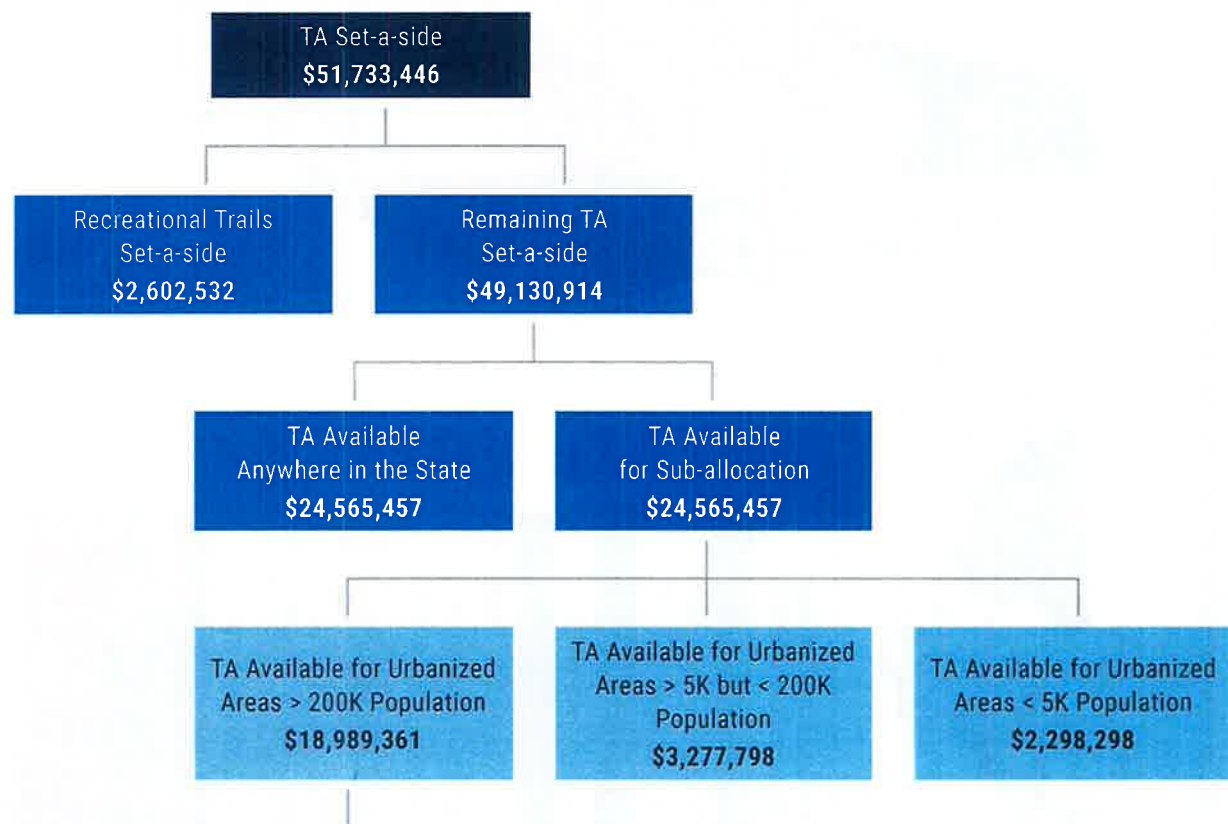


\* Urbanized population over 200,000

\*\* Tampa-St. Petersburg, Port St. Lucie and Miami TMA's contain multiple MPOs.

# FDOT TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM GUIDANCE AND PROCEDURES

**Figure 2: Florida's Distribution of TA Set-Aside Program Funds**



TMA	Sarasota-Bradenton	Cape Coral	Bonita Springs	Lakeland	Winter Haven	Jacksonville	Pensacola	Tallahassee	Port St. Lucie	Miami			Orlando	Melbourne-Palm Bay	Palm Coast-Daytona Beach-Port Orange	Kissimmee	Tampa-St. Petersburg			
District	1	1	1	1	1	2	3	3	4	4	6	5	5	5	5	5	7			
MPOs included in TMA	Sarasota/Manatee MPO	Lee County MPO	Collier MPO	Polk TPO	Polk TPO	North Florida TPO	Florida-Alabama TPO	Capital Region TPA	St. Lucie TPO	Martin MPO	Broward MPO	Palm Beach TPA	Miami-Dade TPO	MetroPlan Orlando	Space Coast TPO	River to Sea TPO	MetroPlan Orlando	Forward Pinellas	Hillsborough MPO	Pasco County MPO

# Eligible Entities (Project Sponsors)

Eligible entities are those that can receive TA Set-Aside program funds. The FAST Act carried forward the eligible entities from the TAP in MAP-21 and adds “non-profit entities responsible for the administration of local transportation safety programs” as eligible sponsors. Eligible project sponsors descriptions below are adapted from 23 U.S.C. 213(c)(4)(B).



- **Local governments.** Local government entities include any unit of local government below a State government agency, except for an MPO\*. Examples include city, town, township, village, borough, parish, or county agencies.
- **Regional transportation authorities.** Regional transportation authorities are considered the same as the Regional Transportation Planning Organizations defined in the statewide planning section of the legislation [23 U.S.C. 135(m)].
- **Transit agencies.** Transit agencies include any agency responsible for public transportation that is eligible for funds as determined by the Federal Transit Administration.
- **Natural resource or public land agencies.** Natural resource or public land agencies include any federal, tribal, state, or local agency responsible for natural resources or public land administration. Examples include:
  - » State or local park or forest agencies;
  - » State or local fish and game or wildlife agencies;
  - » Department of the Interior Land Management Agencies; and
  - » U.S. Forest Service.
- **School districts, local education agencies, or schools.** School districts, local education agencies, or schools may include any public or non-profit private school. Projects should benefit the general public and not only a private entity.
- **Tribal governments**
- **Non-profit entity responsible for the administration of local transportation safety programs.** Examples include a non-profit entity responsible for:
  - » a local program implementing construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs; and
  - » a safe routes to school program.
- **Any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails that the State determines to be eligible and consistent with the goals of 23 U.S.C. 213 (c).**

*\*The Florida Department of Transportation and Metropolitan Planning Organizations (MPO) are not eligible project sponsors; however, they may partner with an eligible project sponsor and serve as the implementing agency to help a project sponsor carry out a project.*

Non-profit organizations are not eligible project sponsors unless they qualify through one of the eligible entity categories listed above (e.g., where a non-profit organization is a designated transit agency, school, or an entity responsible for the administration of local transportation safety programs). Non-profit organizations that do not qualify via the legislation are eligible to partner with any eligible entity on an eligible project, if State or local requirements permit.

FDOT requires infrastructure projects be implemented by a LAP certified agency; this includes phases of work leading to construction, or activities specifically identified in the definition of “construction” in Title 23 of the United States Code, Section 101(a)(4). In limited circumstances, planning studies and research studies would not require LAP certification. Non-profit organizations are not eligible for LAP certification. If the project sponsor is not LAP certified, they may partner with a LAP certified agency to serve as the implementing agency. An overview of the requirements of federally funded projects and FDOT local project implementation process can be found in the FDOT LAP Manual at <https://www.fdot.gov/programmanagement/LAP/LAP-TQC.shtm>.

Non-infrastructure projects do not require LAP certification; this includes equipment purchases. These projects will be treated as non-traditional federal awards. Please see the FDOT Work Program Instructions for more information on non-traditional federal awards.



# Eligible Projects and Activities

TA Set-Aside funds may be obligated for projects or activities described in 23 U.S.C. 101(a)(29) or 23 U.S.C. 213(b)(1) as such provisions were in effect on the day before the date of enactment of the FAST Act. To be eligible for funding under the TA Set-Aside program, projects must fall under at least one of the ten categories outlined in the legislation (Table B).

However, the legislation gives “states and Metropolitan Planning Organizations (MPOs)...discretion about how to establish project priorities, or whether to fund (or not fund) particular categories. There is no requirement to consider all eligible TA activities equally.”<sup>5</sup> FDOT developed TA Set-Aside project eligibility guidance (Appendix B) to provide specific examples of eligible projects and activities in each category described in the legislation. The content is based on guidance from FHWA, and input from FDOT’s Transportation Alternatives Working Group, made up of FDOT district representatives.

Note that the FDOT TA Set-Aside Project Eligibility Guidance is not intended to be comprehensive, but instead provides examples to assist applicants in understanding eligible project types. The final decision on project eligibility remains at the discretion of the district reviewing the application as long as it is consistent with federal eligibility.

**Table B: TA Set-Aside Eligible Project Categories**

TA Set-Aside Eligible Project Categories	
1.	Construction, planning and design of on and off-road facilities for bicyclists, pedestrians, and other forms of nonmotorized transportation (pedestrian and bicycle facilities)
2.	Construction, planning and design of infrastructure-related projects/systems to provide safe routes for non-drivers including children, older adults, individuals with disabilities (safe routes for non-drivers)
3.	Conversion and use of abandoned railroad corridors for non-motorized use
4.	Construction of turnouts, overlooks, and viewing areas
5.	Inventory, control or removal of outdoor advertising
6.	Historic preservation and rehabilitation of historic transportation facilities
7.	Vegetation management practices in transportation rights of way
8.	Archaeological activities related to impacts from transportation projects
9.	Environmental mitigation activities
10.	Safe Routes to School: Safe Routes to School projects are eligible under TA Set-Aside. For additional information on eligible activities, see <a href="https://www.fhwa.dot.gov/environment/transportation_alternatives/guidance/guidance_2016.cfm#EligibleProjects">https://www.fhwa.dot.gov/environment/transportation_alternatives/guidance/guidance_2016.cfm#EligibleProjects</a> . Note: FDOT also has a state Safe Routes to School Program. For more information on that program visit <a href="https://www.fdot.gov/safety/2A-Programs/Safe-Routes.shtm">https://www.fdot.gov/safety/2A-Programs/Safe-Routes.shtm</a>

*Note: Utility work is not eligible for funding unless it’s incidental to a project and in-kind replacement, such as relocating a manhole when creating a bike lane.*

## Project Eligibility Determinations

Project sponsors should propose projects that clearly fit into the eligible categories defined in this document. It is the responsibility of the project sponsor to explain in their application how the project aligns with the guidelines for eligible project activities. FDOT districts will make the final determination on project eligibility and will disallow any project that is not clearly eligible.

<sup>5</sup> [https://www.fhwa.dot.gov/environment/transportation\\_alternatives/guidance/guidance\\_2016.cfm](https://www.fhwa.dot.gov/environment/transportation_alternatives/guidance/guidance_2016.cfm)



# Project Sponsor Expectations and Requirements

It is the responsibility of each project sponsor to read this guidance, and any additional guidance or materials from their district or MPO as appropriate, and become familiar with the application, selection, and implementation procedures associated with the FDOT TA Set-Aside program. Applying for federal funds begins a significant undertaking, which must be led by the project sponsor from start to finish. Project sponsors unable to navigate the federal requirements may be subject to forfeiture of awarded funds and project cancellation. Note: the use of federal funds on any phase of the project federalizes all phases of the project, meaning that all other phases of the project also become subject to federal requirements.

An overview of the requirements and process for a locally-administered federal project can be found in the FDOT Local Agency Program (LAP) Manual at <https://www.fdot.gov/programmanagement/LAP/LAP-TOC.shtm>. This manual describes the FDOT local project implementation process and requirements of federally funded projects, including those funded through the TA Set-Aside Program.

## Project Application Submittal Process

Each FDOT district administers its portion of Florida's TA Set-Aside Program funds through an annual competitive application process. This section generally describes the application cycle, application form and submittal process for TA Set-Aside funds. Please contact your appropriate FDOT district for specific information related to its application cycle and process; See Appendix A for district TA Set-Aside contact information.

### Application Cycle

Applications for TA Set-Aside projects may be submitted on an annual basis. While each district office sets its own schedule for application submittals and evaluations, a general schedule that reasonably follows the Work Program cycle is provided in Table C. Applicants should contact their respective district office for specific schedule dates.

**Table C: Typical FDOT TA Set-Aside Application Cycle (Varies by District)**

Process Step	Date Range
Project Planning & Development	Ongoing
Application Solicitation	October - December
Application Submittal	January - February
Committee Presentations	March - April
Eligibility/Feasibility Determination	May - June
Work Program Estimate Update	July - mid-August
Submit Priority List	September

### Application Form

FDOT has developed a sample TA Set-Aside application form that has been used by the districts in the development of district-specific application forms. The sample application is attached to this guidance document in Appendix C and can be used as a general reference, but please contact your appropriate FDOT district for specific information related to its application form.

### Project Budget

The project application must include a well-defined scope of work which lays the foundation for an accurate budget. Budget considerations are very important, and an itemized list of anticipated expenses (including labor, supplies, materials and other anticipated costs) should be provided in the application. Cost estimates must be based on the year in which the project is anticipated to be delivered rather than the year that the application is submitted.

The budget should be divided into project development phases. The most common phases include planning, preliminary engineering, right-of-way acquisition, construction and Construction Engineering and Inspection (CEI) services. The budget should identify all sources of funding and how each activity will be funded. Sources of funds other than TA Set-Aside may include other federal funds (not US DOT funds), state, local, donated services, in-kind services, volunteer and Youth Conservation Corps.

**Project sponsors are responsible for all cost overages, including those caused by inaccurate or incorrect project cost estimating.**

*Note: As each FDOT district has established procedures for administering its apportionment of Transportation Alternatives Set-Aside funding, some districts and MPOs have set minimum or maximum project costs, or both. Some districts only reimburse for selected phases of the project. It is the responsibility of the project sponsor to read relevant district and MPO application materials in addition to this guidance.*

## Application Submittal

FDOT districts work with and through their region's MPOs and counties to solicit and receive TA Set-Aside project applications.

### MPO Areas

In all MPO areas, regardless of population, the MPOs manage the TA Set-Aside application collection. Applications are to be submitted to the MPO with copies provided to the respective FDOT district office. Please contact your FDOT district to obtain MPO contact information for the TA Set-Aside Program.

### Areas Outside MPOs

For areas outside of MPOs, applications are to be collected by the appropriate county commission for submission to their respective FDOT district office.

## Project Selection and Programming

The FAST Act requires TA Set-Aside projects be selected through a competitive selection process (23 U.S.C. 133(h)(2)). While FDOT is responsible for programming all TA Set-Aside funds, the legislation gives TMAs the authority to develop and administer their own competitive selection procedures for funds sub-allocated to areas with greater than 200,000 population. FDOT oversees TMA procedures and more directly manages selection of projects for all other TA Set-Aside funds, but consults with MPOs and local agencies, regardless of population size, to ensure that MPO and/or county priorities are considered.

Once the evaluation and prioritization process is completed and approved, the FDOT district office will program projects based on priority, the availability of funds, the implementing agency, and the capacity of the applying agency to implement the project.

FHWA has issued guidance that explains who is responsible for the selection process and Table D describes how TA Set-Aside project selection is managed in Florida. As neither the FAST Act nor FHWA have established standards, procedures, or processes for the competitive selection of projects, development of a competitive selection process is left to the State and MPOs.

## TA Set-Aside Project Selection Criteria

Each agency that evaluates TA Set-Aside applications, whether an MPO, county, or FDOT district office, must utilize documented selection criteria to evaluate project applications. At a minimum, the selection criteria must include an assessment of sponsor and project eligibility, an assessment of project feasibility, and a description of additional selection factors to guide evaluation and prioritization by the appropriate parties. These three selection criteria categories are further described below.

1. **Eligibility.** Is the project sponsor an eligible applicant and does the project fit within the eligible project categories for the TA Set-Aside program? FDOT has developed TA Set-Aside project eligibility guidance (Table B) to clarify how the state interprets which specific projects are eligible in Florida. However, this guidance is not intended to be comprehensive, and the final decision on project eligibility remains at the discretion of the district.
2. **Feasibility.** Does the project face complex issues that would add cost or delay delivery? This may include consideration of:
  - » Right-of-Way availability
  - » Environmental impacts/permitting issues
  - » Utilities

**Table D: FDOT TA Set-Aside Project Selection Process**

Area Funds	FDOT and MPO Roles
Areas with > 200,000 urbanized population – TALU fund code	MPOs within the TMAs manage application solicitation, collection, review, prioritization and project selection in consultation with FDOT district office.
Areas with > 5,000 but <200,000 population – TALL fund code	FDOT district offices manage application solicitation in coordination with MPOs and Counties.
Areas with <5,000 population – TALN fund code	MPOs/Counties manage application collection, review and prioritization in collaboration with their FDOT district office.
Any area of the State – TALT fund code	FDOT district offices manage project selection with consideration of prioritized project submittals by MPOs and/or counties.

- » Constructibility
  - » Cost estimate
  - » Status of project sponsor or implementing agency's Local Agency Program (LAP) certification and/or history of project development
  - » Maintenance responsibility
3. **Support for TA Set-Aside Program Goals and Florida Planning Emphasis Areas (if applicable).** The criteria should support the intent of the TA Set-Aside program and must, at a minimum, include consideration of the following factors:
- » Project's effectiveness in supporting TA Set-Aside goals
  - » Documented safety need, particularly related to reducing the number of bicycle and pedestrian injuries and fatalities
  - » Public support for the project (a record of public involvement/support should be provided with application)
  - » Support for [Florida Planning Emphasis Areas](#)
4. **Additional selection factors.** Districts, MPOs and counties may also identify additional selection factors to address regional or local priorities.

These factors are not listed in order of importance and districts and MPOs may establish weights by which to prioritize them to meet local or regional needs. For more information on MPO Selection Criteria, please contact the appropriate MPO or district office.

## Competitive Selection Process

FDOT is responsible for programming all TA Set-Aside funds and directly manages or oversees selection of projects in consultation with MPOs and local agencies, regardless of population size, to ensure that MPO and/or county priorities are considered.

### MPO areas under 200,000 population

In all MPO areas under 200,000 population, the MPOs manage the TA Set-Aside application collection, review and prioritization in collaboration with their respective FDOT district office. Applications are typically reviewed and prioritized by various committees within the MPO structure using criteria established by the MPO which align with FDOT's district and statewide TA Set-Aside application selection criteria. The list of prioritized projects is then forwarded to the FDOT district office for eligibility and feasibility determination. Those projects determined eligible and feasible may then be considered for funding and programming in the FDOT Work Program.

### Areas outside of MPOs

For areas outside of MPOs, counties will establish tentative priorities for projects in their area, which should align with FDOT's district and statewide TA Set-Aside application selection criteria. The respective FDOT district office will perform the project eligibility and feasibility reviews. Ideally, an advisory committee will evaluate and prioritize each project in counties outside of MPOs. Advisory committees should consist of county, municipal, and FDOT district staff. Interested members of the public may also be included. FDOT will finalize the list of priority projects after completing eligibility and feasibility determinations. Projects are then considered for funding and programming in the FDOT Work Program.

### Project Selection Committees

To select projects through a fair and competitive process, it is important to establish advisory or selection committees to review the TA applications and properly evaluate the proposed projects. MPOs typically utilize existing committee structures such as Technical Advisory Committee or Bike/Ped Advisory Committees to establish project selection criteria for prioritizing the proposed projects. The resulting priority list is to be approved by the MPO or county, as appropriate, prior to submittal to FDOT for programming.

It is important that a similar committee be formed for projects in those areas with less than 200,000 in population. Such a committee should consist of both FDOT and Local Agency representatives, as well as interested citizens.

Some agencies incorporate project presentations as part of the evaluation process. Presentations address project specifics and emphasize the origin (county comprehensive plan, special area plan, MPO Long Range Transportation Plan, documented safety concern, etc.) and purpose of the project and its ability to address the intent of the TA Program.



## Over 200,000 urbanized population

The FAST Act provides TMAs (urbanized areas with over 200K population) with the authority to administer their own competitive selection procedure for TA Set-Aside funds. MPOs within the TMAs are responsible for communicating program guidance and eligibility criteria and a project scoring and selection procedure that reflects regional priorities. These MPOs must include the minimum requirements outlined in this guidance or may opt to use the competitive selection processes and materials developed by FDOT district offices for the other TA Set-Aside program funds. Regardless, when the competitive process and materials have been developed, the MPO must submit them to their respective FDOT district office for review in partnership with the FDOT Central Office to confirm that a required competitive process for eligible projects was used. The MPO must submit three documents to the district office prior to soliciting TA Set-Aside applications:

1. The MPO's competitive selection process, including:
  - a. Persons involved in project review, scoring and selection
  - b. A summary of the competitive selection process
  - c. A scoring matrix or weighting criteria, as relevant
2. Additional regional program guidance, as relevant
3. A list of eligible project activities. MPOs may use or adapt FDOT's eligible project list if choosing to fund only certain project categories. All project activities must comply with the federal legislation.

In TMAs with multiple MPOs, either the MPOs will each develop a priority list for TA funding applications or will coordinate and agree upon a single project priority list for the TMA. Once each TMA has finalized its regional project selection, it will submit a list of all selected projects to district offices. For a list of Florida TMAs and information on TMA funding allocations, please see Figure 1 and Figure 2.

## Project Programming

Once the project evaluations are complete, priorities established, and selections made for inclusion in the Work Program, FDOT will prepare an official project estimate by phase, using budget information submitted by the project sponsor, for budgeting and programming purposes. Projects will be added to the FDOT Tentative Work Program according to the Work Program Instructions. In MPO areas, FDOT will coordinate with the MPO for any necessary amendments to the Transportation Improvement Program (TIP).

## Other Regulatory Requirements

There are a number of state and federal regulatory requirements that apply to the TA Set-Aside program which are described in the [Local Agency Program \(LAP\) Manual](#). A district LAP Administrator will be able to assist with the interpretation and application of requirements, but it is the responsibility of the project sponsor to review the LAP Manual.

Below is a list of some of these requirements with which the project sponsor should be familiar.

- Agreements and Eligible Costs
- Reimbursement
- Public Involvement
- Environmental Clearance
- Consultant Selection for Project Development and Implementation
- Treatment of Projects
- Design and Implementation Requirements
- Right-of-Way Clearance
- Permits
- Bidding
- Construction
- Maintenance

# Anticipated Roles for FDOT and Planning Partners

## FDOT Central Office

- Create statewide guidance and policy.
- Develop and maintain a website with general information for the public, including project sponsors (<https://www.fdot.gov/planning/policy/TAsetaside/default.shtm>).
- Promote the program and disseminate information to partners and the public.
- Create statewide application and application guidance.
- Provide guidance on project eligibility and sponsor eligibility for applications.
- Maintain a database of submitted applications and awarded projects.

## FDOT Districts

- Provide support to project sponsors as they develop applications.
- Work with Planning Partners (MPOs and Counties) to assess project eligibility and feasibility.
- Work with Planning Partners to review, comment, and rank applications.
- Enter into cost-reimbursable contractual agreements with sponsors to successfully deliver selected projects.

## MPOs > 200,000 Urbanized Population (TMA MPOs)

- Communicate program guidance and eligibility criteria.
- Communicate funding availability to eligible sponsors.
- Review and rank applications through a competitive process.
- Select projects for their regional TA allocation.
- Assure projects recommended for funding can be delivered in a timely manner by the sponsor.

## MPOs <200,000 Population

- Communicate funding availability to eligible sponsors.
- Assure that projects recommended for funding can be delivered in a timely manner by the sponsor.
- Review, rank and provide comments to Central Office for all applications received from their area.

## Project Sponsors

- Identify the FDOT district TA Set-Aside program contact.
- Identify if the project falls within an MPO.
- Read the Florida Department of Transportation TA Set-Aside Program Guidance, and any additional guidance or materials from relevant FDOT districts or MPOs as appropriate to determine application cycle.
- Become familiar with the application, selection and implementation procedures associated with the FDOT TA Set-Aside program and the FDOT district or MPO as appropriate.

# Resources

## Federal Resources

The Federal Highway Administration TA Set-Aside implementation guidance: [https://www.fhwa.dot.gov/environment/transportation\\_alternatives/guidance/guidance\\_2016.cfm](https://www.fhwa.dot.gov/environment/transportation_alternatives/guidance/guidance_2016.cfm).

Federal Guidance for the Recreational Trails Program: [http://www.fhwa.dot.gov/environment/recreational\\_trails/guidance/](http://www.fhwa.dot.gov/environment/recreational_trails/guidance/).

The Rails to Trails Conservancy tracks state spending of Transportation Alternatives funds through annual data collection from states. Project tracking information and annual spending reports are housed on the Transportation Alternatives Data Exchange (TRADE) site: <https://trade.railstotrails.org/index>.

## Florida Resources

The Florida Department of Transportation's TA Set-Aside webpage: <https://www.fdot.gov/planning/policy/TAsetaside/default.shtm>.

The Florida Department of Transportation Safe Routes to School program webpage: <https://www.fdot.gov/safety/2A-Programs/Safe-Routes.shtm>.

The Florida Department of Transportation Local Agency Program (LAP) website: <https://www.fdot.gov/programmanagement/LAP/default.shtm>.

The Florida Department of Environmental Protection Recreational Trails webpage: <https://floridadep.gov/lands/land-and-recreation-grants/content/recreational-trails-program>

## Coordination with Central Office

Chris Edmonston oversees FDOT's Transportation Alternatives Set-Aside Program and can assist with related questions.

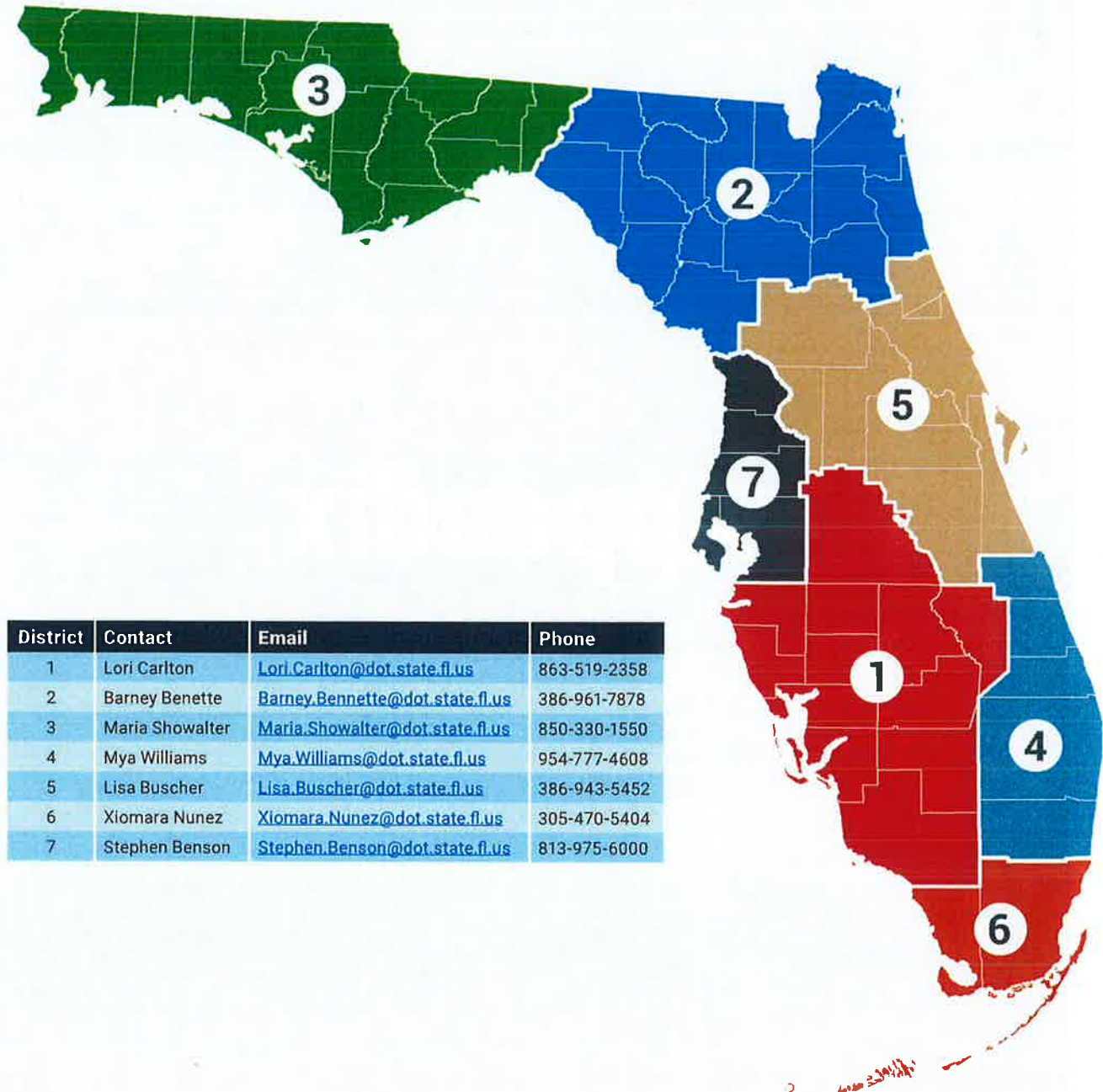
**Chris Edmonston** | SIS Planning Manager  
Florida Department of Transportation  
Systems Implementation Office  
605 Suwannee Street, MS 19  
Tallahassee, FL 32399  
(850) 414-4813  
[chris.edmonston@dot.state.fl.us](mailto:chris.edmonston@dot.state.fl.us)

# Appendix



# Appendix A

## FDOT Districts and TA Set-Aside Program Contacts





# Appendix B

## FDOT Transportation Alternatives Set-Aside Project Eligibility Guidance

Eligible	Not Eligible
<b>1. Construction, planning and design of on and off-road facilities for bicyclists, pedestrians, and other forms of nonmotorized transportation (pedestrian and bicycle facilities)</b>	
<ul style="list-style-type: none"> <li>• Pedestrian infrastructure such as new sidewalks, crosswalks, etc.</li> <li>• Bicycle infrastructure such as bike lanes, bicycle parking, etc.</li> <li>• Bicycle racks for buses</li> <li>• Pedestrian and bicycle signals</li> <li>• Bike share infrastructure such as bikes, racks, kiosks</li> <li>• New or reconstructed off-road trails that serve a transportation need, such as trails that provide connections to schools, parks, or other public places</li> <li>• Amenities along a trail that serve trail users such as benches, trash cans, watering stations, pet amenities, bicycle repair stations, wayfinding signs, security cameras, etc.</li> <li>• Trailhead projects that serve trail users such as rest areas with benches, restrooms, trail access improvements, parking, kiosks, etc.</li> <li>• Bicycle and pedestrian bridges and underpasses</li> <li>• Lighting and other safety related infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>• Routine maintenance or replacement of existing sidewalks (unless ADA upgrades are needed)</li> <li>• Circular trails/sidewalks</li> <li>• Facilities located within a property that do not connect to other trails/sidewalks</li> <li>• General resurfacing of roadways</li> <li>• General recreation and park facilities: playground equipment, sports fields, campgrounds, picnic and pavilion areas</li> </ul>
<b>2. Construction, planning and design of infrastructure-related projects/systems to provide safe routes for non-drivers including children, older adults, individuals with disabilities (safe routes for non-drivers)</b>	
<ul style="list-style-type: none"> <li>• Americans with Disabilities Act of 1990 compliance projects such as rehabilitation of existing sidewalks, curb ramps, sidewalk widening, etc.)</li> <li>• Traffic calming techniques</li> <li>• Lighting and other safety related infrastructure</li> <li>• Traffic realignments, road diets, or intersection changes that improve bicycle and pedestrian access or safety</li> <li>• Crosswalks</li> <li>• Pedestrian refuge areas</li> <li>• Crossing improvements that shorten crossing distance, provide access, and/or primarily improve bicycle and pedestrian safety</li> </ul>	<ul style="list-style-type: none"> <li>• Roadway lighting that doesn't benefit non-drivers</li> <li>• Promotional materials (except for Safe Routes to School; see Category 10)</li> <li>• Intersection realignments aimed at improving vehicular flow</li> <li>• Projects that reorganize pick-up and drop-off primarily for the convenience of drivers</li> <li>• Education programs that are primarily focused on bus safety</li> <li>• Improvements to school bus stops</li> </ul>
<b>3. Conversion and use of abandoned railroad corridors for non-motorized use</b>	
<ul style="list-style-type: none"> <li>• Developing rails-to-trails facilities, where there is an adjacent line that is no longer active</li> <li>• Trailhead projects that serve trail users, such as rest areas with benches, restrooms, trail access improvements, parking, etc.</li> <li>• Construction or reconstruction of multi-use trails within a railroad right-of-way,</li> <li>• Purchasing and converting unused railroad property for reuse as a trail</li> </ul>	<ul style="list-style-type: none"> <li>• Trails for motorized vehicles</li> <li>• Maintenance of an existing trail</li> </ul>
<b>4. Construction of turnouts, overlooks, and viewing areas</b>	
<ul style="list-style-type: none"> <li>• Turnouts and viewing areas at scenic or historic sites</li> <li>• Right-of-way acquisition</li> </ul>	<ul style="list-style-type: none"> <li>• Visitor center</li> <li>• Operation or maintenance</li> <li>• Marketing/promotional materials</li> </ul>
<b>5. Inventory, control or removal of outdoor advertising</b>	
<ul style="list-style-type: none"> <li>• Data collection</li> <li>• Removal</li> </ul>	<ul style="list-style-type: none"> <li>• Administration or operating expenses</li> </ul>
<b>6. Historic preservation and rehabilitation of historic transportation facilities</b>	
<ul style="list-style-type: none"> <li>• Facilities on historic register or eligible for historic register.</li> <li>• Rehabilitation of historic surface transportation facilities (bridges, lighthouses, canals, etc.)</li> <li>• Historic toll and ferry facilities</li> <li>• Historic railroad facilities</li> </ul>	<ul style="list-style-type: none"> <li>• Operating costs</li> <li>• Facilities not open to the public</li> <li>• Construction of replica facilities</li> <li>• Infrastructure not related to surface transportation (air and space)</li> <li>• Structures not on or eligible for the national historic register</li> </ul>

**FDOT TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM GUIDANCE AND PROCEDURES**

<b>Eligible</b>	<b>Not Eligible</b>
<b>7. Vegetation management practices in transportation rights of way</b>	
<ul style="list-style-type: none"> <li>• Removal of invasive species and plant native plants</li> <li>• Planting of native species that can help control erosion and ensure that roadsides are stable, look nice, and provide clear sightlines</li> <li>• Planting of vegetation to attract honey bees, monarch butterflies, etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Standalone landscaping</li> <li>• Planting of annuals</li> </ul>
<b>8. Archaeological activities related to impacts from transportation projects</b>	
<ul style="list-style-type: none"> <li>• Archaeological excavations and surveys related to a transportation project</li> <li>• Archaeological activities required as part of a TA Set-aside eligible project</li> <li>• Interpretation and display of artifacts discovered as part of a transportation project</li> </ul>	<ul style="list-style-type: none"> <li>• Archaeological activities not related to a transportation project eligible under federal Title 23</li> </ul>
<b>9. Environmental mitigation activities</b>	
<ul style="list-style-type: none"> <li>• Pollution prevention, abatement and mitigation activities to address storm water management, control and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities listed in Sections 133(b), 328(a), and 329.</li> <li>• Reduction in vehicle caused wildlife mortality such as a wildlife crossing or fencing</li> <li>• Restoration and maintenance of the connectivity among terrestrial or aquatic habitats (e.g. surmountable curbs for turtles)</li> <li>• Erosion and sediment control</li> <li>• Native plantings</li> <li>• Minimizing impervious surfaces</li> </ul>	<ul style="list-style-type: none"> <li>• Drainage improvements related to poor maintenance and /or upgrades to inadequate systems</li> <li>• Stormwater management activities not related to highway run-off and water pollution</li> </ul>
<b>10. Safe Routes to School</b>	
<p>Safe Routes to School projects are eligible under TA Set-Aside. For additional information on eligible activities, see <a href="https://www.fhwa.dot.gov/environment/transportation_alternatives/guidance/guidance_2016.cfm#EligibleProjects">https://www.fhwa.dot.gov/environment/transportation_alternatives/guidance/guidance_2016.cfm#EligibleProjects</a>. Note: FDOT also has a state Safe Routes to School Program. For more information on that program visit <a href="http://www.srtsfl.org/">http://www.srtsfl.org/</a>.</p>	
<ul style="list-style-type: none"> <li>• Bicycle and pedestrian education targeting student travel (grades K-8)</li> <li>• Public awareness campaigns and outreach to press and community leaders</li> <li>• Traffic education and enforcement in the vicinity of schools</li> <li>• Student sessions on bicycle and pedestrian safety, health, and environment</li> <li>• Funding for training, volunteers, and managers of safe routes to school program</li> <li>• Infrastructure projects</li> <li>• Sidewalk improvements</li> <li>• Traffic calming and speed reduction improvements</li> <li>• Pedestrian and bicycle crossing improvements</li> <li>• On-street bicycle facilities</li> <li>• Off-street bicycle and pedestrian facilities</li> <li>• Secure bicycle parking facilities</li> <li>• Traffic diversion improvements in the vicinity of schools</li> </ul>	<ul style="list-style-type: none"> <li>• Bicycle and pedestrian education campaigns for the general public</li> </ul>

## Appendix C

### FDOT Sample TA Project Application Form

(please contact your FDOT District Office for specific application materials)



FLORIDA DEPARTMENT OF TRANSPORTATION  
TRANSPORTATION ALTERNATIVES PROGRAM  
APPLICATION

**APPLICANT INFORMATION**

PROJECT SPONSOR:

CONTACT PERSON:

TITLE:

ADDRESS:

FL,

ZIP:

PHONE:

FAX:

EMAIL:

PROJECT SPONSOR'S LOCAL AGENCY PROGRAM (LAP) CERTIFICATION STATUS:

☐ Currently LAP Certified  
(Year of Certification: )

☐ Not LAP Certified

☐ Seeks Project Specific Certification

---

**PROJECT INFORMATION**

PROJECT PRIORITY NO.:

PROJECT TITLE:

PROJECT LOCATION:

PROJECT LENGTH:

TERMINI:

BRIEF PROJECT DESCRIPTION:

**PROJECT IS SUBMITTED UNDER WHICH ELIGIBLE PROGRAM TYPE:**

- ☐ Transportation Alternative, defined in 23 USC 101
- ☐ Recreational Trail, defined in 23 USC 206
- ☐ Safe Routes to School, defined in 23 USC 402 note, Public Law 109-59  
(Safe Routes to School Application *must* accompany this application)
- ☐ Roadway construction within former interstate routes or other divided highways



## QUALIFYING ACTIVITIES

Check the Transportation Alternative activity that the proposed project will address. Please check one activity that represents the majority of the work proposed. (Note: Checking more activities does not ensure or increase eligibility.) Eligible activities must be consistent with details described under 23 U.S.C. 101(a)(29) and 213(b).

- ☐ Construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990
- ☐ Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- ☐ Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users
- ☐ Construction of turnouts, overlooks, and viewing areas
- ☐ Community improvement activities, which include but are not limited to:
  - ☐ Inventory, control, or removal of outdoor advertising
  - ☐ Historic preservation and rehabilitation of historic transportation facilities
  - ☐ Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control
  - ☐ Archaeological activities relating to impacts from implementation of a transportation project eligible under title 23
- ☐ Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
  - ☐ address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 133(b)(11), 328(a), and 329 of title 23; or
  - ☐ reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
- ☐ The safe routes to school program eligible projects and activities listed at section 1404(f) of the SAFETEA-LU: ***(A Safe Routes to School application must accompany this application.)***
  - ☐ infrastructure-related projects
  - ☐ Noninfrastructure-related projects
  - ☐ Safe Routes to School Coordinator
- ☐ Planning, designing, and constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

## **PROJECT DESCRIPTION**

**Roadway Name and/or Number:**

*(A location map with aerial view must be attached)*

☐ **On-System Project**  
(State Roadway)

☐ **Off-System Project**  
(Local Roadway)

**Project Termini-   Begin:**

**End:**

**Project Length:**

**Scope of Work** *(Attach conceptual plans if available):*

**Summarize any special characteristics of the project** *(Provide Typical Section drawings and describe the typical section here.):*

**Describe existing right-of-way ownerships along the project** *(Describe when the right-of-way was obtained and how ownership is documented, i.e., plats, deeds, prescriptions, easements):*

**Is right-of-way acquisition proposed? If Yes, describe proposed acquisition including expected fund source, limitations on fund use or availability, and who will acquire and retain ownership of proposed right-of-way.**

☐ **Yes**

☐ **No**

**Provide any additional project specific information that should be considered.**

## PROJECT IMPLEMENTATION INFORMATION

- Project phases included in funding request:**
- ☐ Planning Activities
  - ☐ Project Development & Environment Study
  - ☐ Preliminary Engineering/Final Design Plans
  - ☐ Construction
  - ☐ Construction Engineering & Inspection

**Describe any project work phases that are currently underway or have been completed.**

**Describe the proposed method of performing and administering each work phase of the project. (If it is proposed that the project be administered by a governmental entity other than the Department of Transportation, the entity must be certified to administer Federal Aid project in accordance with the Department Local Agency Program (LAP) Manual (Topic No. 525-010-300).)**

*Refer to Chapter 18 of the LAP Manual requirements regarding use of consultants.*

Planning	PD&E	Design	R/W Acquisition	Construction
<input type="checkbox"/> Applicant's Staff	<input type="checkbox"/> Applicant's Staff	<input type="checkbox"/> Applicant's Staff	<input type="checkbox"/> Applicant's Staff	<input type="checkbox"/> Applicant's Staff
<input type="checkbox"/> Applicant's Cons	<input type="checkbox"/> Applicant's Cons	<input type="checkbox"/> Applicant's Cons	<input type="checkbox"/> FDOT	<input type="checkbox"/> Applicant's CEI
<input type="checkbox"/> FDOT	<input type="checkbox"/> FDOT	<input type="checkbox"/> FDOT		<input type="checkbox"/> FDOT

**Have any public information, or community, meetings been held?** ☐ Yes ☐ No

**Describe public, and private, support for the project. (Examples: petitions, written endorsements, resolutions, etc.)**

**Explain the proposed ownership and maintenance responsibilities for the project when complete?**

**Are matching funds being applied to the project? If so, explain any limitations to those funds.** ☐ Yes ☐ No

**Provide any additional implementation information that should be considered.**



## PROJECT COST ESTIMATE

**Below, provide a summary of the estimated cost for the work being proposed. (A detailed project cost estimate must be attached to this application.)**

Planning Activities	\$Click here to enter text.
Project Development & Environment Study	\$Click here to enter text.
Preliminary Engineering / Final Design Plans	\$Click here to enter text.
Construction	\$Click here to enter text.
Construction Engineering & Inspection Activities	\$Click here to enter text.
Other (Describe)	<u>\$Click here to enter text.</u>
<b>Total Estimated Cost</b>	<b>\$ 0</b>

*(To update Total Cost, select entire column and hit F9)*

## PROJECT FUNDING

<u>TA FUNDS</u>	<u>LOCAL FUNDS</u>	<u>TOTAL</u>
\$	\$	\$ 0
<u>TA FUND %</u>	<u>LOCAL FUND %</u>	<u>TOTAL</u>

0

*(To update Totals, select entire row and hit F9)*

## CERTIFICATION OF PROJECT SPONSOR

I hereby certify that the proposed project herein described is supported by Click here to enter text. (sponsoring entity) and that said entity will: (1)provide any required funding match; (2)enter into a maintenance agreement with the Florida Department of Transportation, as necessary; (3)comply with the Federal Uniform Relocation Assistance and Acquisition Policies Act (The Uniform Act) for any right-of-way actions required for the project; (4)comply with NEPA process prior to construction which may require involvement with the State Historic Preservation Officer (SHPO), and other State and/or Federal agencies, prior to construction; and (5)support other actions necessary to fully implement the proposed project. I further certify that the estimated costs included herein are reasonable and that Click here to enter text. (sponsoring entity) will follow through on the project once programmed in the Florida Department of Transportation's Work Program.

---

*Signature*

---

*Print Name*

---

*Title*

---

*Date*

### FOR FDOT USE ONLY

Application Complete	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Project Eligible	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Implementation Feasible	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Include in Work Program	<input type="checkbox"/> Yes	<input type="checkbox"/> No

THIS PAGE INTENTIONALLY LEFT BLANK



**Transportation Alternatives Set-Aside  
Program Guidance and Procedures**  
Fiscal Year 2020



**FLORIDA DEPARTMENT OF TRANSPORTATION  
2021 TRANSPORTATION ALTERNATIVES PROGRAM  
FUNDING APPLICATION FOR FISCAL YEAR FY 2027**

**APPLICANT INFORMATION**

<b>Agency/Organization Name:</b> <i>Click here to enter text.</i>			
<b>Agency Contact Name:</b> <i>Click here to enter text.</i>		<b>Title:</b> <i>Click here to enter text.</i>	
<b>Mailing Address:</b> <i>Click here to enter text.</i>	<b>City:</b> <i>Click here to enter text.</i>	<b>State:</b> FL	<b>Zip Code:</b> <i>Click here to enter text.</i>
<b>County:</b> <i>Click here to enter text.</i>		<b>MPO/TPO (if applicable):</b> <i>Click here to enter text.</i>	
<b>Telephone:</b> <i>Click here to enter text.</i>		<b>Email Address:</b> <i>Click here to enter text.</i>	

**CERTIFICATION OF PROJECT SPONSOR/IMPLEMENTING AGENCY SUPPORT:**

Certification of project sponsor/implementing agency support is attached (*See last page*).

☐ Yes (*Required*)

**PROJECT TYPE:** ☐ Infrastructure ☐ Non-infrastructure

*FDOT requires locally administered infrastructure projects be implemented by a LAP certified agency; Non-infrastructure projects do not require LAP certification. If the project applicant intends to administer the project but is not LAP certified at the time of application submittal, they may seek project-specific certification prior to project authorization if their application is selected, or they may partner with a LAP certified agency or with FDOT to serve as the project sponsor and implementing agency. Non-profit organizations are not eligible for LAP certification.*

**FOR INFRASTRUCTURE PROJECTS ONLY - APPLICANT'S LOCAL AGENCY PROGRAM (LAP) CERTIFICATION STATUS**

- ☐ Currently fully LAP Certified / Year of Certification: *Click here to enter text.*
- ☐ Not LAP Certified but will seek project-specific certification
- ☐ Not LAP Certified but project will be administered by the FDOT District
- ☐ Not LAP Certified but have secured a LAP Sponsor/Implementing Agency as identified below:

<b>LAP Sponsor/Implementing Agency Name:</b> <i>Click here to enter text.</i>			
<b>LAP Sponsor/Implementing Agency Contact Name:</b> <i>Click here to enter text.</i>		<b>Title:</b> <i>Click here to enter text.</i>	
<b>Mailing Address:</b> <i>Click here to enter text.</i>	<b>City:</b> <i>Click here to enter text.</i>	<b>State:</b> FL	<b>Zip Code:</b> <i>Click here to enter text.</i>
<b>Telephone:</b> <i>Click here to enter text.</i>		<b>Email Address:</b> <i>Click here to enter text.</i>	

## PROJECT INFORMATION

**PROJECT NAME/TITLE:** *Click here to enter text.*

### **ELIGIBLE TRANSPORTATION ALTERNATIVES PROJECT CATEGORY:**

*Please check the one Transportation Alternatives eligible project category that the proposed project will address. Checking more than one category does not ensure or increase eligibility. Additional guidance on eligible project activities is included in Appendix B of the [FDOT TA Program Guidance](#).*

1. ☐ Construction, planning and design of on and off-road facilities for bicyclists, pedestrians, and other forms of nonmotorized transportation (pedestrian and bicycle facilities)
2. ☐ Construction, planning and design of infrastructure-related projects/systems to provide safe routes for non-drivers including children, older adults, individuals with disabilities (safe routes for non-drivers)
3. ☐ Conversion and use of abandoned railroad corridors for non-motorized use
4. ☐ Construction of turnouts, overlooks, and viewing areas
5. ☐ Inventory, control or removal of outdoor advertising
6. ☐ Historic preservation and rehabilitation of historic transportation facilities
7. ☐ Vegetation management practices in transportation rights of way
8. ☐ Archaeological activities related to impacts from transportation projects
9. ☐ Environmental mitigation activities
10. ☐ Safe Routes to School

**\*NOTE:** *Safe Routes to School (SRTS) funding under Transportation Alternatives is separate from the FDOT SRTS Program; however, if FDOT SRTS Program funds are to be used on any phase of the project then the project will need to comply with the Florida SRTS program requirements. For more information, visit <https://www.fdot.gov/safety/2A-Programs/Safe-Routes.shtm>.*

### **PROJECT LOCATION:**

**Roadway name:** *Click here to enter text.*

<input type="checkbox"/> <b>On-State System Road</b> (State Roadway)	<input type="checkbox"/> <b>Off-State System Road</b> (Local Roadway)	<b>Roadway number:</b> <i>Click here to enter text.</i> (i.e. US, SR, CR, etc., if applicable)
---	--	---

**\*NOTE:** *For off-road/trail projects please indicate adjacent roadway*

### **PROJECT LIMITS:**

*If project has various locations (e.g. city-wide), include attachments specifying each termini and project length.*

<b>South or West Termini:</b> <i>Click here to enter text.</i> Street Name/Mile Post/Other	<b>North or East Termini:</b> <i>Click here to enter text.</i> Street Name/Mile Post/Other
<b>Project Length (in miles):</b> <i>Click here to enter text.</i>	
<b>Attachment included?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>A location map with aerial view is attached to this application.</b> <input type="checkbox"/> Yes (Required) <i>Label important features, roadways, etc. to clearly locate and show the boundaries of the project.</i>	

**PROJECT DESCRIPTION:**

**Brief Description:** *Click here to enter text.*

(e.g. planning, design and construction of a sidewalk along Sample Road)

**Detailed Scope of Work:**

A detailed scope of work is attached.	<input type="checkbox"/> Yes (Required)
<i>Clearly describe the existing conditions and the proposed project in detail, including specifics on the major items of work (e.g. width of sidewalks or trails, materials to be used, etc.), the purpose and need for this project, and the desired improvements.</i>	
Conceptual or design plans are attached.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Typical Section drawings are attached.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other attachment (e.g. studies, documentation to support the project).	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please describe: <i>Click here to enter text.</i>	

**PUBLIC INVOLVEMENT:**

<b>Has the applicant received input from stakeholders?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Briefly explain: <i>Click here to enter text.</i>	
<b>Have public information or community meetings been held?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide a brief description and attach supporting documentation: <i>Click here to enter text.</i>	
<b>Describe public and private support for the project (e.g. petitions, endorsements, resolutions, letters of support):</b> <i>Click here to enter text.</i>	
<b>Is the project within limits of wetlands, contamination/hazardous waste areas or endangered/threatened species?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, specify and provide documentation: <i>Click here to enter text.</i>	
<b>Is environmental permitting required?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, specify and provide documentation: <i>Click here to enter text.</i>	
<b>Provide any additional project specific information that should be considered:</b> <i>Click here to enter text.</i>	

## PROJECT IMPLEMENTATION

**Please indicate the project phases included in this funding request:**

- ☐ Planning activities
- ☐ Project Development and Environment Study (PD&E)
- ☐ Preliminary Engineering/Final Design
- ☐ Right-of-Way (ROW)
- ☐ Construction
- ☐ Construction Engineering and Inspection activities (CEI)

**Please indicate who will execute the project phases identified for this project:\***

Planning	PD&E	Preliminary Engineering/ Final Design	ROW	Construction	CEI
<input type="checkbox"/> Implementing agency staff	N/A	<input type="checkbox"/> Implementing agency staff	N/A	<input type="checkbox"/> Implementing agency staff	<input type="checkbox"/> Implementing agency staff
<input type="checkbox"/> Consultant	<input type="checkbox"/> Consultant	<input type="checkbox"/> Consultant	<input type="checkbox"/> Consultant	<input type="checkbox"/> Consultant	<input type="checkbox"/> Consultant
<input type="checkbox"/> FDOT	<input type="checkbox"/> FDOT	<input type="checkbox"/> FDOT	<input type="checkbox"/> FDOT	<input type="checkbox"/> FDOT	<input type="checkbox"/> FDOT
<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable

**\*NOTE:** Local agencies are not eligible to be certified in PD&E and/or ROW (Refer to FDOT LAP Manual Chapters 11 and 12).

**Is this project related to other FDOT funded phases that are complete, underway, or in FDOT's 5-year Work Program?**

☐ Yes ☐ No

If Yes, please describe. If previous phases of this project were constructed as LAP projects, please provide the associated FDOT Project Number (i.e. FPID/FMN numbers):

*Click here to enter text.*

**Is there a proposed maintenance plan for when the project is complete?** ☐ Yes ☐ No

If yes, please provide a brief description and attach supporting documentation as appropriate:

*Click here to enter text.*

## PROJECT RIGHT-OF-WAY / EASEMENT REQUIREMENTS

**Is right-of-way acquisition proposed?** ☐ Yes ☐ No

If yes, describe existing right-of-way (ROW) ownerships along the project, including when the ROW was obtained and how ownership is documented (i.e., plats, deeds, prescriptions, easements). Attach ROW documentation as appropriate.

*Click here to enter text.*



Also describe proposed acquisition including timeline, expected fund source, limitations on fund use or availability, and who will acquire and retain ownership of proposed right-of-way:

*Click here to enter text.*

**Will temporary construction easements be required?** ☐ Yes ☐ No

If Yes, please describe:

*Click here to enter text.*

## PROJECT COST ESTIMATE AND FUNDING REQUEST

### ESTIMATED PROJECT COST:

A detailed project cost estimate is attached.

☐ Yes (Required)

*Provide a summary of the estimated cost for the work being proposed, indicating local fund allocation as appropriate.*

Project Phase	TA funds	Local funds	Total Cost
Planning Activities	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>
Project Development & Environmental Study (PD&E)	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>
Design Costs/Plan Preparation	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>
Environmental Assessment (s) associated with the design phase	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>
Permits associated with the design phase (including application fees, mitigation and permit acquisition work)	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>
Right-of-Way	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>
Construction	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>
Construction Engineering and Inspection Activities (CEI)	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>
Other costs* (please describe) <i>Click here to enter text.</i> <i>*FDOT does not allow programming for contingency costs. Any contingency costs should be accounted for using local funds.</i>	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>
<b>TOTAL ESTIMATED PROJECT COST</b>	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>	<i>\$ Click here to enter text.</i>
<b>PERCENT OF TOTAL PROJECT COST</b>	<i>Click here to enter text. %</i>	<i>Click here to enter text. %</i>	<b>100%</b>

### Certification of Project Sponsor

I hereby certify that the proposed project herein described is supported by *Click here to enter text.* (sponsoring entity) and that said entity will:

1. Provide any required funding match;
2. Enter into a maintenance agreement with the Florida Department of Transportation, as necessary;
3. Comply with the Federal Uniform Relocation Assistance and Acquisition Policies Act (The Uniform Act) for any right-of-way actions required for the project;
4. Comply with NEPA process prior to construction which may require involvement with the State Historic Preservation Officer (SHPO), and other State and/or Federal agencies, prior to construction; and
5. Support other actions necessary to fully implement the proposed project.

I further certify that the estimated costs included herein are reasonable and that *Click here to enter text.* (sponsoring entity) will follow through on the project once programmed in the Florida Department of Transportation's Work Program.

## EXHIBIT 7

For Updates on the Pensacola Bay Bridge visit [fdot.gov/PensacolaBay](https://www.fdot.gov/PensacolaBay).
**Florida Department of  
TRANSPORTATION**
*Improve Safety, Enhance Mobility, Inspire Innovation*
[E-Updates](#) | [FL511](#) | [Site Map](#) | [Translate](#)

[Home](#)[About FDOT](#)[Careers](#)[Contact Us](#)[Maps & Data](#)[Offices](#)[Performance](#)[Projects](#)

## State Safety Office

[State Safety Office](#) / [Programs](#) / [Safe Routes to Schools](#)

## Safe Routes to Schools (SRTS)



[SRTS Home](#)   [Florida Contacts](#)   [Funding](#)   [Lessons and Curricula](#)   [Walking School Bus](#)   [Resources](#)  
[Special Requirements](#)   [Guidelines](#)   [Project Evaluation & Selection](#)   [Project Administration](#)

### Application Guidance

We recommend that applicants use the Florida Safe Ways to School Tool Kit as their planning process. The Tool Kit contains a process for forming a planning committee and creating and implementing a comprehensive Safe Routes to School plan. The Toolkit can be downloaded from: [Florida Safe Ways to School Tool Kit](#).

Use the national data collection forms located under Evaluation on the website of the [National Center for SRTS](#). The Student In-class Travel Tally and Parent Survey are required to be conducted 3 times during this process.

1. Before an application or information form is submitted.
2. Shortly before a SRTS project begins.
3. Three to six months after it is completed.

You must include the required data summary charts from the NCSRTS as attachments to your application as well as summarizing the results in the body of your Infrastructure application form.

The results from these survey forms must be reported to the District FDOT office which is overseeing your project, as part of the final report on your project.

### Deciding how many Applications are needed:

- Generally, each school requires a separate Infrastructure Application.
- If schools (or any two or more qualifying schools) are located close together and proposed improvements will benefit both schools, they may be combined in one Application. Information on any after school facility which also benefits from the proposed project can be included in the text of the application.
- If there are multiple improvements requested for one school, they should be included in one application.
- If an Applicant proposes improvements at two schools not in the immediate vicinity, two applications would be needed.

Proposals for the same treatment at multiple schools must be based on comprehensive school-based planning which has resulted in the proposals. "One size fits all" solutions generally are not effective for SRTS.

### Notification and Administration

Applicants are required to list contact information on each SRTS application. This gives the Districts a point of contact if

questions need to be answered or if modifications are needed to the application. After SRTS projects are reviewed and funding decisions are made, the District will notify each applicant of their proposal's selection or non-selection. A representative from the District will also contact the designated local contact person to help him or her through the process of formalizing the agreement and completing the project or program.

## Infrastructure Projects

### Basic Information:

Proposed Infrastructure or Engineering projects may be located on or off the state highway system. Infrastructure projects usually take longer to plan and implement. But when they are designed to correct an identified problem, they have a great potential to help more students walk and bike safely to and from school.

Public support for Infrastructure projects is mandatory. The public should be informed of the proposal through presentations at such groups as Neighborhood Associations, PTA/PTO's and religious and community groups, as well as through writing articles and letters to the editor of local newspapers. The public should also be invited to attend the school-based SRTS Committee meetings during which the school-based SRTS committee discusses the project proposals. Although meetings of the Bicycle/Pedestrian Advisory Committee and MPO are considered public meetings and should be part of the public involvement process, these meetings must be supplemented by meetings with the affected Neighborhood Associations or other neighborhood meetings, and meetings with the PTA/PTO's for the affected schools, in order to ensure that those directly affected by the projects are informed and support the projects. Some proposed projects will allow students who live within two miles of their school to walk or bike to school, instead of being bused under a "hazardous" or "courtesy" busing program.

## Eligibility for SRTS Funding

You will be asked to supply information on many of these items in your application. Important eligibility points to remember:

- Proposed projects must be designed to meet an identified need that is preventing students from walking or biking safely to and from school.
- Proposed projects must be within a two-mile radius of the participating school, and within the school attendance area. Generally, the closer the project is to the school, the more likely it will be to increase the numbers of students walking or biking to and from school, or to increase the safety of students already walking or biking to school. For instance, projects beginning within a half mile to one mile from the school are more likely to encourage students to walk or bike, than projects beginning farther away.
- Proposed projects must be located on public property or on permanent public easements. Right of way issues must be resolved before applying. Make sure you have a clear right of way, and be ready to show the proof.
- Use of traffic control devices must be consistent with the current Manual on Uniform Traffic Control Devices (MUTCD), unless the applicant receives experimental approval from FHWA.

## APPLICATION

Florida's Infrastructure Application can be found on the **FDOT Forms Website**, Form number 500-000-30.

Complete all applicable sections of the Application and attach all required attachments. Failure to provide all required information may disqualify your application.

Example of an approved application coming soon.

[Contact Us](#) [Employment](#) [MyFlorida.com](#) [Performance](#) [Statement of Agency](#) [Web Policies & Notices](#)



© 1996 - 2019 Florida Department of Transportation

Florida Department of Transportation  
*Improve Safety, Enhance Mobility, Inspire Innovation*





FLC EXHIBIT 8  
FLORIDA'S SAFE ROUTES TO SCHOOL  
INFRASTRUCTURE APPLICATION

500-000-30A  
SAFETY  
06/19  
Page 1 of 7

**SECTION 1 – SCHOOL, APPLICANT, MAINTAINING AGENCY & M/TPO INFORMATION**

**Notes:** Signatures confirm the commitment of the School, Applicant and Maintaining Agency to follow the Guidelines of the Florida's Safe Routes to School Program. The School is responsible for the parent's surveys and student tallies before and after the project is built. It is also responsible for promoting safe walking and biking to and from school. The Maintaining Agency is generally responsible for entering into a Local Agency Program (LAP) agreement with the FDOT to design, construct, &/or maintain the project. Districts have the option to design and/or construct it, but the Maintaining Agency is always responsible for maintaining the project. Check with your District to see how they are handling these issues.

**SCHOOL INFORMATION**

SCHOOL NAME: \_\_\_\_\_

SCHOOL ADDRESS: \_\_\_\_\_

COUNTY: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

TYPE: Select \_\_\_\_\_ CONGRESSIONAL DISTRICT: \_\_\_\_\_

PRINCIPAL'S NAME: \_\_\_\_\_  
(Printed)

PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PRINCIPAL'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**APPLICANT INFORMATION**

APPLICANT: \_\_\_\_\_ TITLE: \_\_\_\_\_

NAME OF APPLICANT AGENCY/ORGANIZATION: \_\_\_\_\_

APPLICANT AGENCY/ORGANIZATION TYPE: Select \_\_\_\_\_

APPLICANT: \_\_\_\_\_ TITLE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: FLORIDA ZIP: \_\_\_\_\_

PHONE #: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
Applicant

***I attended the SRTS workshop and have reviewed this application for completeness.***

ATTENDEE'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_





FLORIDA DEPARTMENT OF TRANSPORTATION  
**FLORIDA'S SAFE ROUTES TO SCHOOL  
INFRASTRUCTURE APPLICATION**

500-000-30A  
SAFETY  
06/19  
Page 2 of 7

**MAINTAINING AGENCY INFORMATION**

**MAINTAINING AGENCY 1** City ☐ County ☐ Florida Department of Transportation ☐ District \_\_\_\_

**NAME OF MAINTAINING AGENCY:** \_\_\_\_\_ **DUNS #:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**PHONE #:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** FLORIDA **ZIP:** \_\_\_\_\_

*Note: your signature below indicates your agency's willingness to enter into a LAP or other formal agreement with FDOT to complete the project if selected for funding.*

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**MAINTAINING AGENCY 2** City ☐ County ☐ Florida Department of Transportation ☐ District \_\_\_\_

**NAME OF MAINTAINING AGENCY:** \_\_\_\_\_ **DUNS #:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**PHONE #:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** FLORIDA **ZIP:** \_\_\_\_\_

*Note: your signature below indicates your agency's willingness to enter into a LAP or other formal agreement with FDOT to complete the project if selected for funding.*

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**METROPOLITAN/TRANSPORTATION PLANNING ORGANIZATION (M/TPO) SUPPORT**

If the city or county is located within an MPO/TPO urban area boundary, the MPO/TPO representative must fill in the required information below, to indicate support for the proposed project:

**NAME OF MPO:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** FLORIDA **ZIP:** \_\_\_\_\_

**PHONE #:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_



FLORIDA DEPARTMENT OF TRANSPORTATION  
**FLORIDA'S SAFE ROUTES TO SCHOOL  
INFRASTRUCTURE APPLICATION**

500-000-30A  
SAFETY  
06/19  
Page 3 of 7

## SECTION 2 – ELIGIBILITY AND FEASIBILITY CRITERIA

**Notes:** This section will help FDOT determine the eligibility and feasibility of the proposed project. Except for the questions in 2A-2C below answering "No" does not constitute elimination from project consideration. You must fulfill requirements in 2A-2C below before applying!

- A1. Has a school-based SRTS Committee (including school representation) been formed? ☐ Yes ☐ No
- A2. Has at least one meeting of this committee been held? Attach sign in sheet & minutes ☐ Yes ☐ No
- A3. Public notification of SRTS meeting? ☐ Yes ☐ No

- B1. Does the school agree to provide required data before and after the project is built, using the NCSRTS Student In-Class Travel Tally and Parent Survey forms at <http://saferoutesdata.org/> following the schedule provided by the District? ☐ Yes ☐ No
- B2. Have you attached the National Center's data summary for the Student In-Class Travel Tally and Parent Survey forms to this application? ☐ Yes ☐ No
- B3. Are the Student In-Class Travel Tally and Parent Survey data summaries attached? ☐ Yes ☐ No

**Note:** Project planning cannot go forward until public right of way or permanent public access to the land for the proposed project is documented to the District.

- C. Have you provided either survey/as-builts or right of way documentation that provides detail to show that adequate right of way exists for proposed improvement? ☐ Yes ☐ No
- D. Is the Maintaining Agency Local Agency Program (LAP) Certified? (currently qualified & willing to enter into a State agreement requiring the agency to design, construct, and/or maintain the project, abiding by Federal, State, & local requirements?) ☐ Yes ☐ No
- If **No**:
- Are they willing to become LAP Certified? ☐ Yes ☐ No
- If the agency is not willing to become LAP Certified, explain how this project could be built without this certification:

- E. Who do you propose to be responsible for each phase of the project?
- |               |                               |                                 |  |
|---------------|-------------------------------|---------------------------------|--|
| Design:       | <input type="checkbox"/> City | <input type="checkbox"/> County | <input type="checkbox"/> Other, Including FDOT (Explain below) |
| Construction: | <input type="checkbox"/> City | <input type="checkbox"/> County | <input type="checkbox"/> Other, Including FDOT (Explain below) |
| Maintenance:  | <input type="checkbox"/> City | <input type="checkbox"/> County | <input type="checkbox"/> Other, Including FDOT (Explain below) |
- If you checked **Other, including FDOT** for any of the above, please explain the responsible party for each phase, including who you have been talking to about this:

- F. Is the County/City willing to enter into an agreement with FDOT to do the following, if the District decides this is the best way to get the project completed:
- Install and/or maintain any traffic engineering equipment included in this project? ☐ Yes ☐ No
- Construct and maintain the project on a state road? ☐ Yes ☐ No ☐ N/A

- G. Public Support - Explain your public information or public involvement process below. You may attach up to six unique letters, on official letterhead, from groups indicated below. The letters should indicate why and how the authors can support the proposed project at the affected school. **Failure to provide documentation of public involvement activities directly with affected property owners is grounds for an application to be excluded from consideration.**

What neighborhood association or other neighborhood meetings have been held to inform neighbors directly affected by this proposed project and the reaction? \_\_\_\_\_

What PTA/PTO/school meetings have been held to inform parents and school staff about this project and the reaction? \_\_\_\_\_

Explain what other public meetings have been held, such as Metropolitan Planning Organizations, Regional Planning Councils, Citizens' Advisory Committees, Bicycle/Pedestrian Advisory Councils and Community Traffic Safety Teams and the reaction? \_\_\_\_\_

Explain what articles or letters to the editor have been written for newspapers, etc. and the reaction: \_\_\_\_\_

Please indicate whether you have attached letters of support from Law Enforcement or other individuals or groups not previously mentioned: ☐ Yes ☐ No

- H. If the proposed project has been identified as a priority in a Bicycle/Pedestrian or other Plan, or is a missing link in a pedestrian or bicycle system, please explain: \_\_\_\_\_

- I. Is this project in a Rural Economic Development Initiative (REDI) community? ☐ Yes ☐ No
- FS defines a rural community as: A county with a population of 75,000 or less; A county with a population of 125,000 or less which is contiguous to a county with a population of 75,000 or less; or Any municipality with a county as described above.



FLORIDA DEPARTMENT OF TRANSPORTATION  
**FLORIDA'S SAFE ROUTES TO SCHOOL  
 INFRASTRUCTURE APPLICATION**

500-000-30A  
 SAFETY  
 06/19  
 Page 4 of 7

<b>SECTION 3 – BACKGROUND INFORMATION: FIVE E'S</b>	
<i>Notes: SRTS is designed to be a comprehensive program. Describe the efforts your school and community have made to address the identified problem through each E so far, and what is planned in the future for each. Each box must be filled in. For more information on the E's, see Florida's SRTS Guidelines and the SRTS Guide: <a href="http://www.saferoutesinfo.org/guide/">http://www.saferoutesinfo.org/guide/</a></i>	
<b>1. ENGINEERING</b>	
<b>1A. PAST:</b>	<b>1B. FUTURE:</b>
<b>2. EDUCATION</b>	
<i>If your school has taught or plans to teach the FLSRTS Curricula (<a href="http://floridasrts.com/">http://floridasrts.com/</a>) or other education program, please provide details below:</i>	
<b>2A. PAST:</b>	<b>2B. FUTURE:</b>
<b>3. ENCOURAGEMENT</b>	
<b>3A. PAST:</b>	<b>3B. FUTURE:</b>
<b>4. ENFORCEMENT</b>	
<b>4A. PAST:</b>	<b>4B. FUTURE:</b>
<b>5. EVALUATION</b>	
<b>5A. PAST:</b>	<b>5B. FUTURE:</b>

<b>SECTION 4 – PROBLEM IDENTIFICATION</b>
---





FLORIDA DEPARTMENT OF TRANSPORTATION  
**FLORIDA'S SAFE ROUTES TO SCHOOL  
INFRASTRUCTURE APPLICATION**

500-000-30A  
SAFETY  
06/19  
Page 5 of 7

#### SECTION 4 – PROBLEM IDENTIFICATION

*This section will help us understand your school's situation. If the proposed project includes more than one school, please give the requested information for each school.*

##### A. HAZARDOUS WALKING CONDITIONS

1. Opportunity to resolve a documented hazardous walking condition and eliminate the resultant school busing.

☐ Yes ☐ No

If Yes, please enter the documented date and case number: \_\_\_\_\_

Include a discussion of public support for the project if busing were eliminated:

2. Opportunity to eliminate current courtesy busing being done for a perceived hazardous condition. Include a discussion of public support for the project if busing were eliminated:

- B. Are many students already walking or bicycling to this school in less than ideal conditions? ☐ Yes ☐ No

If Yes:

- Explain more about the number of students affected: \_\_\_\_\_
- Explain more about the conditions/obstacles which prevent walking or bicycling to your school:

- C. Are enough students living near the school to allow many to walk or bike to school if conditions were improved?

☐ Yes ☐ No

If Yes:

- Explain more about the number of student living near the school and how this relates to the anticipated success of the proposed SRTS project:

- D. Write a brief history of the neighborhood traffic issues as background for the proposed project:

- E. How do the demographics of the school population relate to the anticipated success of the proposed SRTS project? For instance, is there a population of students near the school from a culture which traditionally walks a lot?

- F. Provide the percent of free or reduced lunch program at the affected school: \_\_\_\_\_

##### G. STUDENT TRAVEL DATA:

1. School data: based on the [Student In-Class Travel Tally](#):

- a. Number of students currently walking to school: .....
- b. Number of students currently biking to school: .....
- c. Total currently walking or biking to school (add a & b) .....
- d. Number of students in this school: .....
- e. Percent of student in school currently walking or biking to school: (c divided by d): .....

2. Route Data:

- a. Number of students from the affected schools living along the proposed route: .....
- b. Based on (mark all that apply): \*Existing School Data: ☐ \*Visual Observation Survey: ☐ \*Estimates: ☐
- c. Number of student currently walking or biking along this route: .....
- d. Number of student who could walk or bike along the proposed route after improvements: .....



FLORIDA DEPARTMENT OF TRANSPORTATION  
**FLORIDA'S SAFE ROUTES TO SCHOOL**  
**INFRASTRUCTURE APPLICATION**

500-000-30A  
 SAFETY  
 06/19  
 Page 6 of 7

## SECTION 5 – SPECIFIC INFRASTRUCTURE IMPROVEMENT(S) REQUESTED

### A. LOCATION

*Note: the entire proposed project must be within 2 miles of the school and in the attendance area for the affected schools.*

Request #1 St. Name:	Maintaining Agency: <input type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> State
From:	To:
Project's closest point to school: <input type="checkbox"/> 0 to ½ mile;	<input type="checkbox"/> ½ to 1 mile; <input type="checkbox"/> 1 to 1 ½ miles; <input type="checkbox"/> 1 ½ miles+
Request #2 St. Name:	Maintaining Agency: <input type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> State
From:	To:
Project's closest point to school: <input type="checkbox"/> 0 to ½ mile;	<input type="checkbox"/> ½ to 1 mile; <input type="checkbox"/> 1 to 1 ½ miles; <input type="checkbox"/> 1 ½ miles+
See Attachment for additional project sites: <input type="checkbox"/>	
Discuss the projects' proximity (within 2 miles) to other facilities which might also benefit from the project, such as other schools or colleges, parks, playgrounds, libraries, or other pedestrian destinations:	

### B. SIDEWALK, BIKE LANE, PAVED SHOULDER, OR SHARED USE PATH

<input type="checkbox"/> Continuation of Existing Sidewalk <input type="checkbox"/> Continuation of Existing Bike Lane <input type="checkbox"/> Continuation of Paved Shoulder <input type="checkbox"/> Continuation of Shared Use Path	<input type="checkbox"/> New Sidewalk <input type="checkbox"/> New Bike Lane (includes re-striping or reconstruction) <input type="checkbox"/> New Paved Shoulder <input type="checkbox"/> New Shared Use Path
Comments: describe below your requests in detail, including location, length, side of road, etc Request #1:	
Request #2:	
See Attachment for additional project sites: <input type="checkbox"/>	
Describe any other requests:	

### C. TRAFFIC CONTROLS

Mark all that apply in regard to traffic control devices:

<input type="checkbox"/> We have all necessary traffic control devices ( <b>Proceed to E</b> )	<input type="checkbox"/> We need other school-related signals or beacons
<input type="checkbox"/> We need pedestrian signals (features)	<input type="checkbox"/> We need other school-related signs
<input type="checkbox"/> We need traffic signs	<input type="checkbox"/> We need other roadway markings
<input type="checkbox"/> We need marked crosswalks	

Describe the existing and needed traffic controls:

### D. TRAFFIC DATA

**Notes:** Posted Speed Limit is required. AADT stands for Average Annual Daily Traffic

St 1: Posted Speed Limit:	Operating Speed:	AADT:
St 2: Posted Speed Limit:	Operating Speed:	AADT:

## SECTION 6 – COST ESTIMATE



FLORIDA DEPARTMENT OF TRANSPORTATION  
**FLORIDA'S SAFE ROUTES TO SCHOOL  
INFRASTRUCTURE APPLICATION**

500-000-30A  
SAFETY  
06/19  
Page 7 of 7

This is designed to give FDOT a reasonable estimate of the cost of project. Make this cost estimate as accurate as possible as we do not allow contingency.

**FDOT District contact in the Estimates Offices can help you with your cost estimate ([directory](#)):**

Projects must follow appropriate design criteria. Projects on the State Highway System must follow the criteria in the Plans Preparation Manual (PPM) and FDOT Design Standards. Projects on local systems must meet the minimum the minimum standards and criteria in the Manual of Uniform Minimum Standards for Design, Construction and Maintenance for streets and Highways (Florida Greenbook). These documents can be found on FDOT's web site at: <https://www.fdot.gov/roadway>

Construction Cost

Maintenance of Traffic (MOT)

Mobilization

Subtotal

Total Construction Cost

Professional Engineering Design

Construction Engineering and Inspection

**GRAND TOTAL**

Printed name of person preparing detailed cost estimate: \_\_\_\_\_

Contact #: \_\_\_\_\_

Email: \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

### SECTION 6B- REQUEST FOR FUNDING COST ESTIMATE

A Request for Funding Cost Estimate must be signed and sealed by P.E. and submitted as part of the application. Please access the accompanying Funding Cost Estimate form #500-000-30b [here](#).

### SECTION 7 - SUBMISSION CHECKLIST

**Notes:** These will be counted toward total application score.

- ☐ Application
- ☐ SRTS Meeting Public Notification
- ☐ Meetings Sign in Sheet & Minutes
- ☐ Student In-Class Travel Tally Data Summary
- ☐ Parent Survey Data Summary
- ☐ Proof of Right of Way
- ☐ Letters of Public Support (up to 5)
- ☐ Documentation Affected Homeowners were Notified
- ☐ Documentation of Hazardous Walking Condition (if applicable)
- ☐ Request for Funding Cost Estimate
- ☐ Before Color Pictures (jpg format)
- ☐ Color Project Map Showing School Location
- ☐ Map Showing Existing Conditions
- ☐ Map Showing Proposed Improvements
- ☐ Map Showing Where Students Attending School Live
- ☐ Traffic/Engineering Report Evaluating the Problem (if applicable)
- ☐ Signal Warrants (if applicable)





## EXHIBIT 9

### Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area List of Priority Projects Fiscal Years 2021-22 to 2025-26

## A. Bicycle/Pedestrian Priorities

Table 1 identifies bicycle/pedestrian project priorities - state Safe Routes to School funds and SUNTrail funds and federal Transportation Alternatives Program funds for the Fiscal Years 2021-22 to 2025-26 Transportation Improvement Program.

**Table 1  
Bicycle/Pedestrian Priorities  
Gainesville Metropolitan Area  
Fiscal Years 2021-22 to 2025-26**

Number	Project	Location	Description
1	Americans with Disabilities Act Modifications	AT: Gainesville Metropolitan Area-wide	Modifications to Deficient Sidewalks, Ramps and Transit Stops
2	Archer Road [SR 24]	FM: SW 34 Street [SR 121] TO: SW 16 Avenue [SR 226]	Add Midblock Pedestrian-Actuated Crossings
3	Williston Road [SR 331] @ Downtown Connector Rail-Trail	FM: SE 4 Street TO: SE 12 Avenue	<ol style="list-style-type: none"> <li>1. Conduct a speed zone study on from SE 12th Avenue south to SE 4th Street to determine the feasibility of extending the 35 mile per hour speed zone to include the Downtown Connector Rail-Trail crossing;</li> <li>2. Conduct a pedestrian signal analysis at the Downtown Connector Rail-Trail crossing;</li> <li>3. Conduct a line-of-sight analysis of the curve;</li> <li>4. Increase visibility of both motorists and trail users; and</li> <li>5. Analyze options for traffic calming at the crossing. [22,500 AADT]</li> </ol>
4	Glen Springs Braid	FM: Gainesville High School TO: NW 34 Street [SR 121]	Construct Bicycle/Pedestrian Trail
5	Gainesville Regional Utilities Right-Of-Way	FM: Depot Park TO: Williston Road [SR 331]	Construct Bicycle/Pedestrian Trail
6	NE 27 Avenue	FM: State Road 222 TO: State Road 26	Construct 8-Foot Multiuse Path on North Side of Roadway
7	Williston Road [SR 331]	FM: Sweetwater Wetlands Park TO: Gainesville-Hawthorne Rail/Trail Connector	Construct Bicycle/Pedestrian Trail
8	SE 8 Avenue	FM: Williston Road [SR 331] TO: Hawthorne Road [SR 20]	Construct Sidewalk
9	NW 143 Street	FM: Newberry Road [SR 26] TO: NW 39 Avenue [SR 222]	Complete Sidewalk Network
10	NW 6 Street Rail/Trail Extension	FM: NW 16 Avenue TO: NW 39 Avenue [SR 222]	Extend the Rail/Trail North to NW 39 Avenue
11	NW 42 Avenue	FM: NW 13 Street TO: NW 6 Street	Construct Sidewalk

**Table 1 (Continued)**  
**Bicycle/Pedestrian Priorities**  
**Gainesville Metropolitan Area**  
**Fiscal Years 2021-22 to 2025-26**

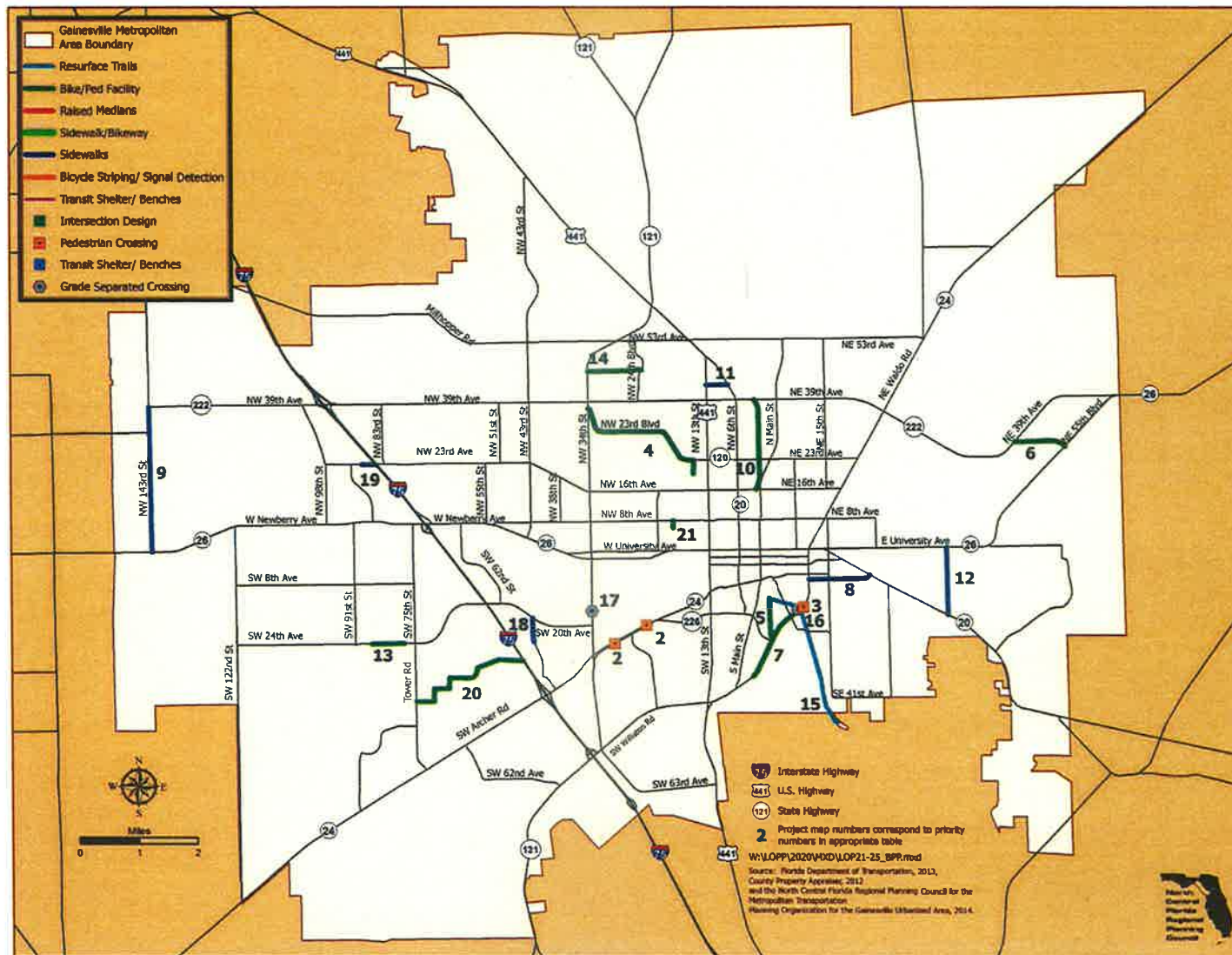
Number	Project	Location	Description
<b>12</b>	SE 43 Street	FM: Hawthorne Road TO: University Avenue	Pedestrian Modifications
<b>13</b>	SW 24 Avenue	FM: SW 87 Way TO: SW 77 Street	Construct Multi-Use Path
<b>14</b>	NW 45 Avenue	FM: NW 34 Street TO: NW 24 Boulevard	Construct Multi-Use Path - <i>Preliminary Engineering funding</i>
<b>15</b>	Gainesville-Hawthorne Trail	FM: La Chua Trail Entrance TO: Depot Park	Resurface Trail
<b>16</b>	Downtown Connector Rail- Trail Crossing	AT: Williston Road [SR 331]	Construct Grade-Separated Crossing
<b>17</b>	Hull Road	AT: SW 34 Street [SR 121]	Construct Grade-Separated Crossing
<b>18</b>	SW 43 Street	FM: SW 24 Avenue TO: SW 20 Avenue	Construct sidewalks to fill sidewalk gaps
<b>19</b>	NW 23 Avenue	FM: NW 88 Street TO: Interstate 75 Bridge	Construct sidewalk to fill sidewalk gap on south side
<b>20</b>	Archer Braid Trail	FM: Tower Road TO: Interstate 75 Bridge	Construct Multi-Use Path
<b>21</b>	NW 20th Street	FM: NW 7th Avenue TO: NW 8th Avenue	Construct Bicycle/Pedestrian Facility

Notes: Projects in shaded text are partially funded, as shown in the Transportation Improvement Program. Project components in *italics* have been completed.

ADA = Americans with Disabilities Act of 1990; AADT = Average Annual Daily Traffic; E = East;  
FM = From; HWY = Highway; NW = Northwest; RTS = Regional Transit System; SR = State Road;  
SW = Southwest; UF = University of Florida; U.S. = United States; W = West

Initial Transportation Alternatives Program Priorities were developed by a Technical Advisory Committee and Bicycle/Pedestrian Advisory Board.

**Illustration II**  
**Bicycle/Pedestrian Priorities**  
**Fiscal Years 2021-22 to 2025-26**







October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Safety Performance Measures and Targets

**STAFF RECOMMENDATION****Set Safety Performance Targets consistent with the Florida Department of Transportation Targets.**

Safety Topic	Performance Measure	Target
1	Fatalities	Zero
2	Serious Injuries	Zero
3	Non-Motorized Fatalities and Serious Injuries	Zero
4	Fatalities Per 100 Million Vehicle Miles Travelled	Zero
5	Serious Injuries Per 100 Million Vehicle Miles Travelled	Zero

**BACKGROUND**

The Moving Ahead for Progress in the 21st Century Act established performance measures for evaluation of effectiveness of expenditure of federal transportation funds. The subsequent Fixing America's Surface Transportation Act continues the implementation of the performance measures federal legislation. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area is required to annually set safety targets for fatalities and serious injuries. The Metropolitan Transportation Planning Organization initially set safety targets for fatalities and serious injuries at its December 4, 2017 meeting.

Staff has been coordinating with the Florida Department of Transportation. Exhibit 1 includes excerpted pages from the Florida Department of Transportation 2018 Highway Safety Plan. A summary of the Florida Department of Transportation statewide safety targets is listed in the matrix above. Exhibit 2 is the Florida Department of Transportation notification of retaining target zero for fatalities and serious injuries.

**Attachments**

t:\scott\sk21\mtpo\memo\perf\_target\_safety\_2020\_mtpo\_oct26.docx





**CA.8**

Serving Alachua

Bradford • Columbia

Dixie • Gilchrist • Hamilton

Lafayette • Levy • Madison

Suwannee • Taylor • Union Counties

---

2009 NW 87th Place, Gainesville, FL 32653-1603 • 352.955.2200

October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Proposed Amended Budget for Fiscal Year 2019-20

RECOMMENDATION:

**Adopt the amended budget for Fiscal Year 2019-20 as recommended by staff.**

BACKGROUND:

As you know, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area adopts the Unified Planning Work Program which outlines the anticipated transportation planning expenditures each year for the period beginning on July 1 and ending on June 30. However, since the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area is a governmental entity under Florida state law, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area fiscal year begins on October 1. Consequently, a fiscal year budget is adopted that can be monitored and adjusted appropriately during the year as decisions are made with respect to program activities.

The attached amended budget satisfies this budgetary process requirement. The amended Fiscal Year 2019-20 budget reflects the preliminary year end activities of the current year.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment

t:\scott\sk21\mtpo\memo\amendedbudgetoct26.docx





## EXHIBIT 1

### METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA AMENDED BUDGET

Fiscal Year October 1, 2019 to September 30, 2020  
Proposed October 26, 2020

#### REVENUE

Florida Department of Transportation	\$ 597,700
Florida Transportation Disadvantaged Commission	23,900
Alachua County	9,600
City of Gainesville	14,400
In-Kind Contributions (Florida Department of Transportation)	<u>107,500</u>
<b>TOTAL REVENUE</b>	<b>\$ 753,100</b>

#### EXPENSES

Contractual Services	\$ 612,500
Legal Advertisements	25,100
Audit	7,100
Travel	200
Memberships	500
Office Supplies	200
In-Kind Services (Florida Department of Transportation)	<u>107,500</u>
<b>TOTAL EXPENSES</b>	<b>\$ 753,100</b>



METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION  
FOR THE GAINESVILLE URBANIZED AREA  
BUDGET  
Fiscal Year October 1, 2019 to September 30, 2020  
Adopted August 26, 2019

**REVENUE**

Florida Department of Transportation	\$ 883,000
Florida Transportation Disadvantaged Commission	24,900
Alachua County	9,600
City of Gainesville	14,400
In-Kind Contributions (Florida Department of Transportation)	<u>157,600</u>
<b>TOTAL REVENUE</b>	<b>\$ 1,089,500</b>

**EXPENSES**

Contractual Services	\$ 912,700
Legal Advertisements	9,000
Audit	7,200
Travel	2,000
Memberships	500
Office Supplies	500
In-Kind Services (Florida Department of Transportation)	<u>157,600</u>
<b>TOTAL EXPENSES</b>	<b>\$ 1,089,500</b>



**CA.9**

Serving Alachua

Bradford • Columbia

Dixie • Gilchrist • Hamilton

Lafayette • Levy • Madison

Suwannee • Taylor • Union Counties

---

2009 NW 87th Place, Gainesville, FL 32653-1803 • 352.855.2200

October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Alachua Countywide Bicycle-Pedestrian Master Plan Consultant Contract Authorization

**RECOMMENDATION:**

**Authorize the Chair to sign a contract with the highest ranked consulting firm for assisting in the development of the Alachua Countywide Bicycle-Pedestrian Master Plan as determined by the Technical Review Committee based on rankings of the written and oral presentations of the three shortlisted firms.**

**BACKGROUND:**

Alachua County, City of Gainesville and the University of Florida are the funding partners of the proposed Alachua Countywide Bicycle-Pedestrian Master Plan. At its August 24, 2020 meeting, the Metropolitan Transportation Planning Organization authorized solicitation for a consultant to assist in the development of the Alachua Countywide Bicycle-Pedestrian Master Plan. The Alachua Countywide Bicycle-Pedestrian Master Plan will include prioritized projects within Gainesville Metropolitan Area that will serve as the “boxed-fund” projects for the implementation of the Year 2045 Long-Range Transportation Plan bicycle and pedestrian projects.

Six consulting firms submitted letters-of-interest and statements-of-qualifications. A technical review committee, consisting of membership of the funding partners and Metropolitan Transportation Planning Organization staff, has been tasked to:

- review and evaluate the submitted letters-of-interest and statements-of-qualifications to determine three shortlisted consultant candidates;
- review and evaluate shortlisted consultant candidates’ written proposals and oral presentations to determine the final ranking of the three shortlisted consultant candidates; and
- recommend that the Metropolitan Transportation Planning Organization approve a contract with the highest ranked consultant candidate presenter for assisting in the development of the Alachua Countywide Bicycle-Pedestrian Master Plan

If you have any questions concerning this matter, please do not hesitate to contact me.

t:\scott\sk21\mntpo\memo\bike-ped\_master\_plan\_contract\_authorization\_oct26.docx








---

2009 NW 87th Place, Gainesville, FL 32653-1803 • 352.855.2200

October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons AICP, Executive Director 

SUBJECT: Partnering with the Florida Department of Transportation:  
A Resource Guide for Local Governments

STAFF RECOMMENDATION**For Information Only**BACKGROUND

The Florida Department of Transportation recently published a guidebook entitled Partnering with the Florida Department of Transportation: A Resource Guide for Local Governments. The Resource Guide provides information for local governments to effectively partner with the Department to plan, design and construct safe and efficient transportation facilities. Through collaboration, the Department and local communities can develop a transportation system that better coordinates land use and transportation infrastructure. Collaboration and coordination are essential for working together to grow Florida's economy, protect our natural resources and nourish our communities.

Local communities identify transportation infrastructure needs and priorities through planning initiatives such as local visioning efforts, comprehensive plans, long-range transportation plans and mode-specific plans. By partnering early and consistently, the Department and local governments can advance local transportation initiatives in a unified effort, resulting in a more efficient project delivery process, maximizing limited funding and enhancing local communities.

The Resource Guide provides an overview of the Department by identifying key offices and roles and summarizing Florida's transportation planning, programming and project delivery processes. In addition, the Resource Guide describes the project development cycle and phases, including typical timeframes and the appropriate District staff to contact for support. The Resource Guide also discusses key federal and state transportation funding sources, including direction regarding project eligibility.

Continuous collaboration during the transportation planning, programming and project delivery processes builds stronger partnerships that result in more efficient and effective implementation of transportation projects to meet local needs. Partnerships and collaboration also support the integration of land use and transportation.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment

t:\scott\sk21\mntpo\memo\fdot resource guide for local governments\_oct26.docx



# Partnering with FDOT:

## A Resource Guide for Local Governments

### THIS RESOURCE GUIDE:

- Provides guidance to local governments on how to partner with the FDOT
- Provides an overview of transportation planning and programming
- Provides insight on how FDOT can assist with advancing and completing local priority projects
- Describes the FDOT funding programs and eligible project types





# TABLE OF CONTENTS

1. FDOT OVERVIEW	1-1
2. TRANSPORTATION PLANNING & PROGRAMMING	2-1
3. TRANSPORTATION PRACTICES	3-1
4. TRANSPORTATION PROJECT DEVELOPMENT	4-1
5. TRANSPORTATION FUNDING	5-1

## KEY DISTRICT CONTACTS

Click on the link below to be directed

- |                                   |   |
|-----------------------------------|---|
| <a href="#"><u>DISTRICT 1</u></a> | <a href="#"><u>DISTRICT 5</u></a>         |
| <a href="#"><u>DISTRICT 2</u></a> | <a href="#"><u>DISTRICT 6</u></a>         |
| <a href="#"><u>DISTRICT 3</u></a> | <a href="#"><u>DISTRICT 7</u></a>         |
| <a href="#"><u>DISTRICT 4</u></a> | <a href="#"><u>FLORIDA'S TURNPIKE</u></a> |



# • INTRODUCTION

This Resource Guide for Local Governments (or Resource Guide) provides information for local governments to effectively partner with the Florida Department on Transportation (FDOT) to plan, design, and construct safe and efficient transportation facilities. Through collaboration, the FDOT and Florida's communities can develop a transportation system that better coordinates land uses and transportation infrastructure at the local and regional level. Collaboration and coordination are essential for working together to grow Florida's economy, protect our natural resources, and nourish our communities.

Florida's communities identify transportation infrastructure needs and priorities through planning initiatives such as local visioning efforts, comprehensive plans, long range transportation plans, and mode-specific plans. By partnering early and consistently, the FDOT and local governments can advance local transportation initiatives in a unified effort, resulting in a more efficient project delivery process, maximizing limited funding, and enhancing Florida's communities.

This Resource Guide provides an overview of the FDOT by identifying key offices and roles and summarizing Florida's transportation planning, programming, and project delivery processes. In addition, the Resource Guide describes the project development cycle and phases, including typical timeframes, and the appropriate District staff to contact for support. The Resource Guide for Local Governments also discusses key federal and state transportation funding sources, including direction regarding project eligibility.

Continuous collaboration during the transportation planning, programming, and project delivery processes builds stronger partnerships that result in more efficient and effective implementation of transportation projects to meet local needs. Partnerships and collaboration also support the integration of land use and transportation at the regional level.





# 1 FDOT OVERVIEW

## The Vital Few

The FDOT's mission is to provide a safe transportation system that ensures the mobility of people and goods, enhances economic prosperity, and preserves the quality of our environment and communities. In order to achieve FDOT's mission and to remain one of the top DOTs in the country, FDOT Secretary Kevin J. Thibault has implemented the Vital Few which, among others, include: improving **safety**, enhancing **mobility**, and inspiring **innovation**. These core areas are at the forefront of everything FDOT does while serving the residents and visitors of Florida.

## FDOT Mission and Vision

### Our Mission

The FDOT will provide a safe transportation system that ensures the mobility of people and goods, enhances economic prosperity, and preserves the quality of our environment and communities.

### Our Vision

As one FDOT team, we serve the people of Florida by providing a transportation network that is well planned, supports economic growth, and has the goal of being congestion and fatality free.

## Our Values



### ONE FDOT

We are one agency,  
one team.



### INTEGRITY

We always do what  
is right.



### RESPECT

We value diversity, talent  
and ideas.



### COMMITMENT

We do what we say we  
are going to do.



### TRUST

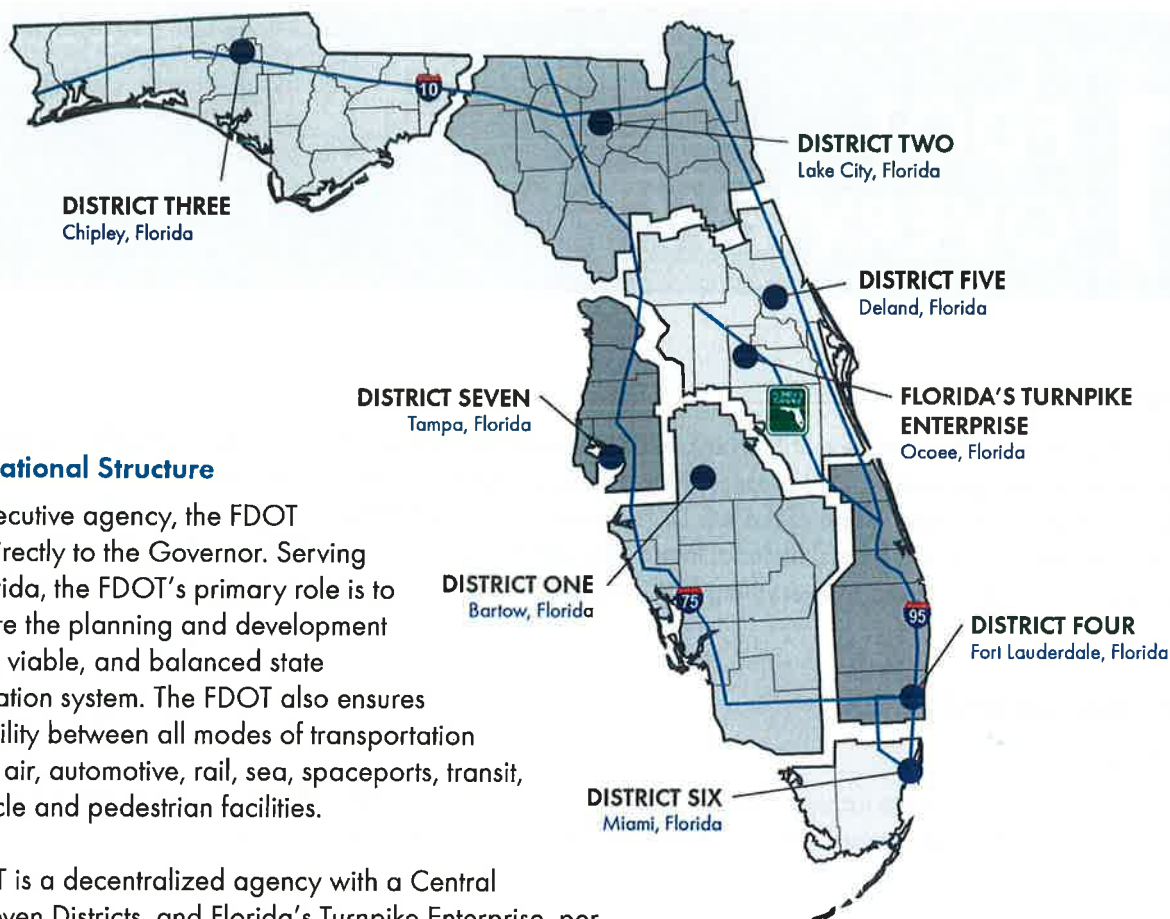
We are open  
and fair.



### CUSTOMER DRIVEN

We listen to our  
customers.

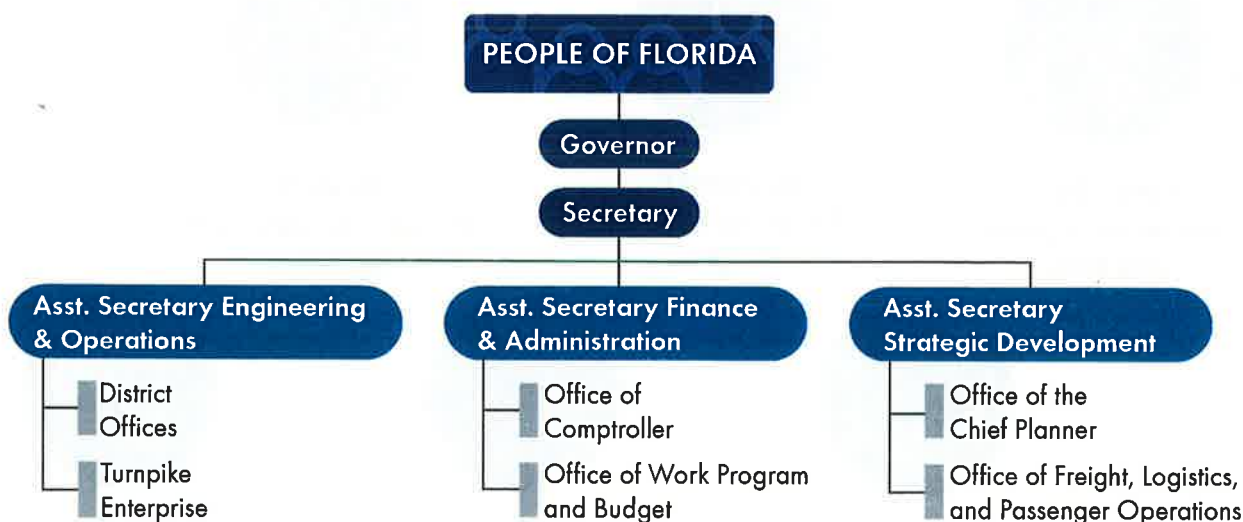




## Organizational Structure

As an executive agency, the FDOT reports directly to the Governor. Serving all of Florida, the FDOT's primary role is to coordinate the planning and development of a safe, viable, and balanced state transportation system. The FDOT also ensures compatibility between all modes of transportation including air, automotive, rail, sea, spaceports, transit, and bicycle and pedestrian facilities.

The FDOT is a decentralized agency with a Central Office, seven Districts, and Florida's Turnpike Enterprise, per Section 20.23, Florida Statutes. The Secretary oversees the FDOT, with a District Secretary managing each District and an Executive Director overseeing Florida's Turnpike Enterprise. Central Office establishes policies, rules, procedures, and standards to support a consistent statewide approach across the FDOT. Each District has major divisions for Administration, Planning, Production, and Operations and has a Public Information Officer that reports to the District Secretary and a District Chief Counsel that reports to the FDOT General Counsel at Central Office. For more information visit: <https://www.fdot.gov/agencyresources/organization.shtm>



# 2 TRANSPORTATION PLANNING & PROGRAMMING

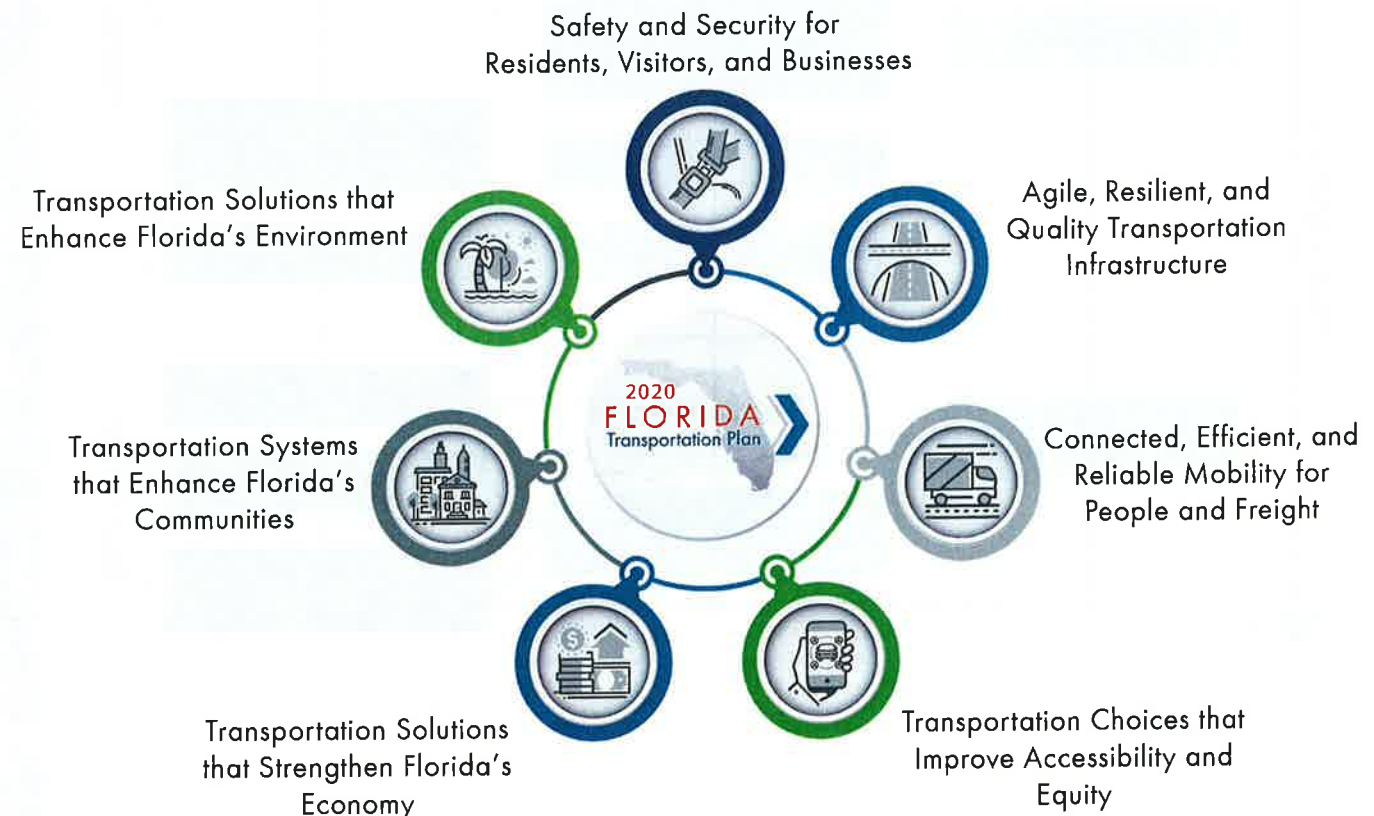
## The Florida Transportation Plan

Per Section 339.155, Florida Statutes, and 23 CFR 450.216, the FDOT develops and regularly updates the Florida Transportation Plan (FTP) in conjunction with transportation planning, modal, environmental, and business partners. A plan for ALL of Florida, the FTP guides Florida's transportation future by providing direction to all organizations that are involved in the planning and managing of Florida's transportation system, including statewide, regional, and local partners.

The FTP is the FDOT's overarching long range plan informing the development of statewide plans and programs, such as mode-specific plans, the Strategic Highway Safety Plan (SHSP), and the Strategic Intermodal System (SIS) Policy Plan. Mode-specific plans help guide decisions about future investments by providing policy and guidance related to each mode of transportation: freight, seaports, airports, transit, and multimodal facilities. The SHSP provides a comprehensive framework for reducing highway fatalities and serious injuries on all public roads. The SIS Policy Plan establishes the framework for investments in Florida's SIS, the State's priority network of transportation facilities. Visit [www.floridatransportationplan.com](http://www.floridatransportationplan.com) to learn about the current goals and strategies driving Florida's transportation future.

**Modes** include the the four highway modes (auto/truck, bicycle, bus/transit, and pedestrian), aviation, rail, seaports, and spaceports.

**Modal partners** operate and manage the modes.

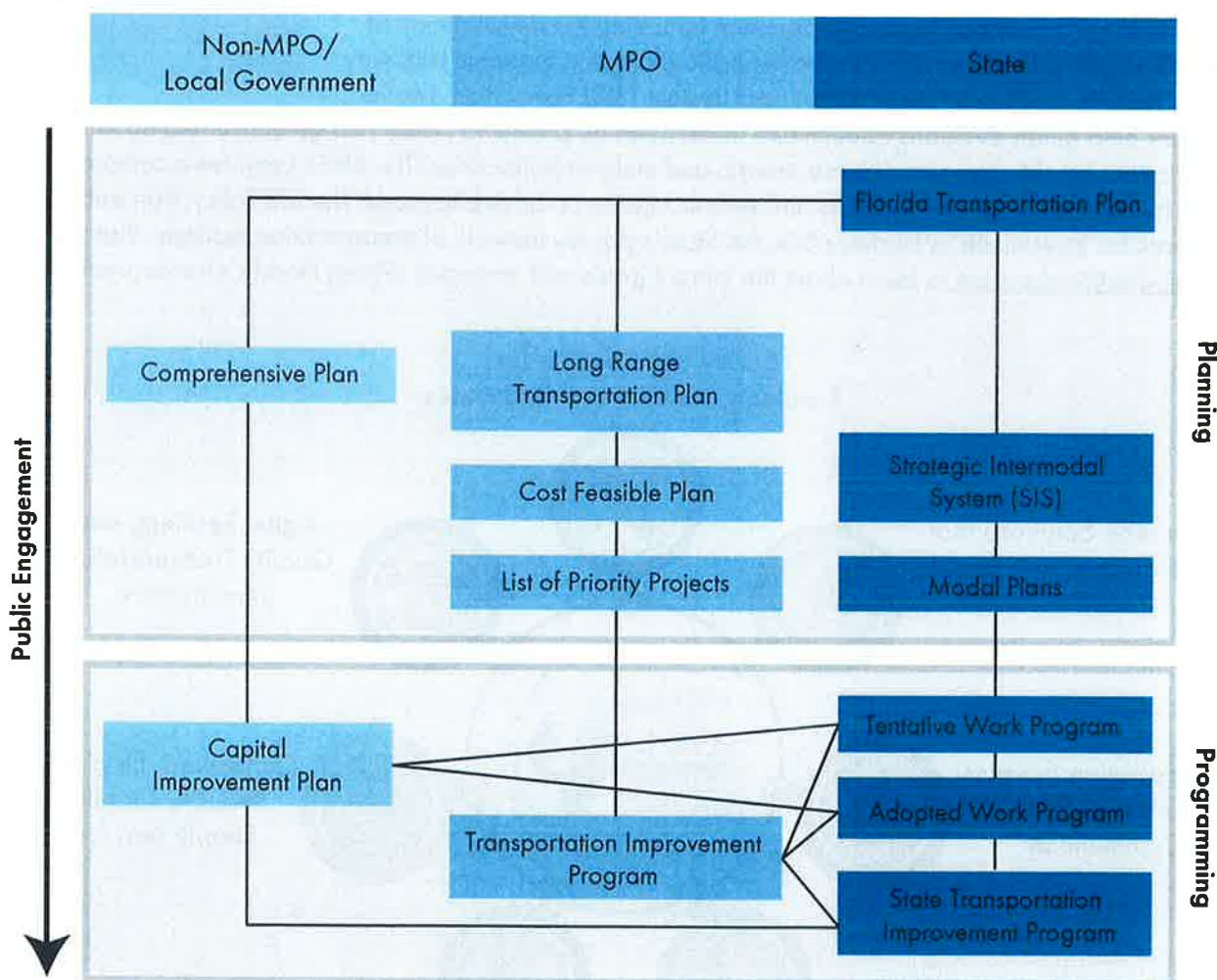


## Local Government Role

Local governments, Metropolitan Planning Organizations (MPOs), and the FDOT have distinct, yet complementary roles in Florida's transportation planning and programming processes. MPOs and local governments **prioritize** projects, while the FDOT **programs** or budgets projects.

Documenting that a project is a local need and priority should begin as early as possible. It is important for a community's comprehensive plan and capital improvements plan (CIP) to reflect its transportation needs and priorities. In MPO areas, transportation needs are also prioritized through the MPO's Long Range Transportation Plan (LRTP), which contains a cost feasible plan (CFP) component. The highest priority, near-term needs are identified through the List of Priority Projects (LOPP), which feeds projects into the FDOT Work Program, the Transportation Improvement Program (TIP), and the Statewide Transportation Improvement Program (STIP).

## FDOT, MPOs, and Local Governments Roles in Transportation Planning and Programming





Section 163.3161, Florida Statutes, recognizes the role of local government in land use decisions and directs local governments to establish and implement comprehensive planning programs to guide and manage future growth and development. The statutes require that local government comprehensive plans provide the policy foundation for local planning and land use decisions through the requirement of certain elements including the capital improvements element, future land use element, transportation element, and intergovernmental coordination element.

Comprehensive planning is intended to facilitate the adequate and efficient provision of transportation within local government jurisdictions. Although each element has a role in identifying the vision of a county or municipality, it is the capital improvements element that local governments can utilize to effectively articulate their transportation needs to other agencies and the State. **The capital improvements plan (CIP), the foundation of the element, is a key communication tool for a local government to ensure their projects are considered in regional and state funding plans.** Pursuant to Section 163.3177(3)(a), Florida Statutes, the capital improvements element must include:

- » A schedule of capital improvements which includes any publicly funded projects of federal, state, or local government. Projects necessary to ensure that any adopted level-of-service standards are achieved and maintained for the 5-year period and must be identified as either funded or unfunded and given a level of priority for funding.
- » The schedule must include transportation improvements included in the MPO's Transportation Improvement Program (TIP), if applicable. The schedule must also be coordinated with the MPO's Long Range Transportation Plan (LRTP), if applicable.

## Regional and Local Planning in Florida

### Metropolitan Planning Organization Role

As outlined in 23 CFR 450.310, MPOs are federally-mandated and federally-funded transportation policy-making organizations that serve urbanized areas with a population of 50,000 or more. There are 27 MPOs in the State of Florida, each with its own geographical boundary and board of voting members. MPO boards are made up of representatives from local government and governmental transportation authorities. An MPO planning area can include one county, multiple counties, or even urbanized areas that do not encompass an entire county. It's also important to note that not all counties are within an MPO planning area (see **Non-Metropolitan Planning Areas**). MPOs are also known in some areas of the State as Transportation Planning Agencies (TPA) or Transportation Planning Organizations (TPO).

#### LRTP

Section 339.175, Florida Statutes, and 23 USC 134 (h) and (i) requires each MPO to generate a **Long Range Transportation Plan (LRTP)** with the intent to encourage and promote the safe and efficient management, operation and development of a cost feasible intermodal transportation system. LRTPs are fiscally constrained based on revenue projections.

#### CFP

As part of the LRTP, the MPO adopts a **cost feasible plan** that summarizes the cost estimate of identified needs and demonstrates fiscal constraint, meaning the plan shows that projects can be implemented using committed, available, and reasonably expected to be available sources. The MPO also sets priorities for the order of funding each of the projects in the LRTP.

#### LOPP

Using the prioritization process outlined in the LRTP, each year the MPO submits a **List of Priority Projects (LOPP)** to the FDOT to support the development of the FDOT's Tentative Work Program (TWP) and the MPO's Transportation Improvement Program (TIP).

**TIP**

The **Transportation Improvement Program (TIP)** is a prioritized listing/program of transportation projects covering a five year period (with the fifth year included for illustrative purposes) that must be consistent with the LRTP and the FTP. This process may be different from the LOPP prioritization process.

**STIP**

Once the Tentative Work Program and TIP are adopted, the FDOT develops the **Statewide Transportation Improvement Program (STIP)** in coordination with the MPOs and federal partners. The STIP is a federally mandated document that must include a listing of all projects planned with federal participation in the next four fiscal years. The LOPP, TIP, and STIP are updated annually.

**UPWP**

23 CFR 450.308)(b) requires MPOs to develop a **Unified Planning Work Program (UPWP)** to identify the planning priorities and activities to be carried out within a metropolitan planning area.

### Non-Metropolitan Planning Areas

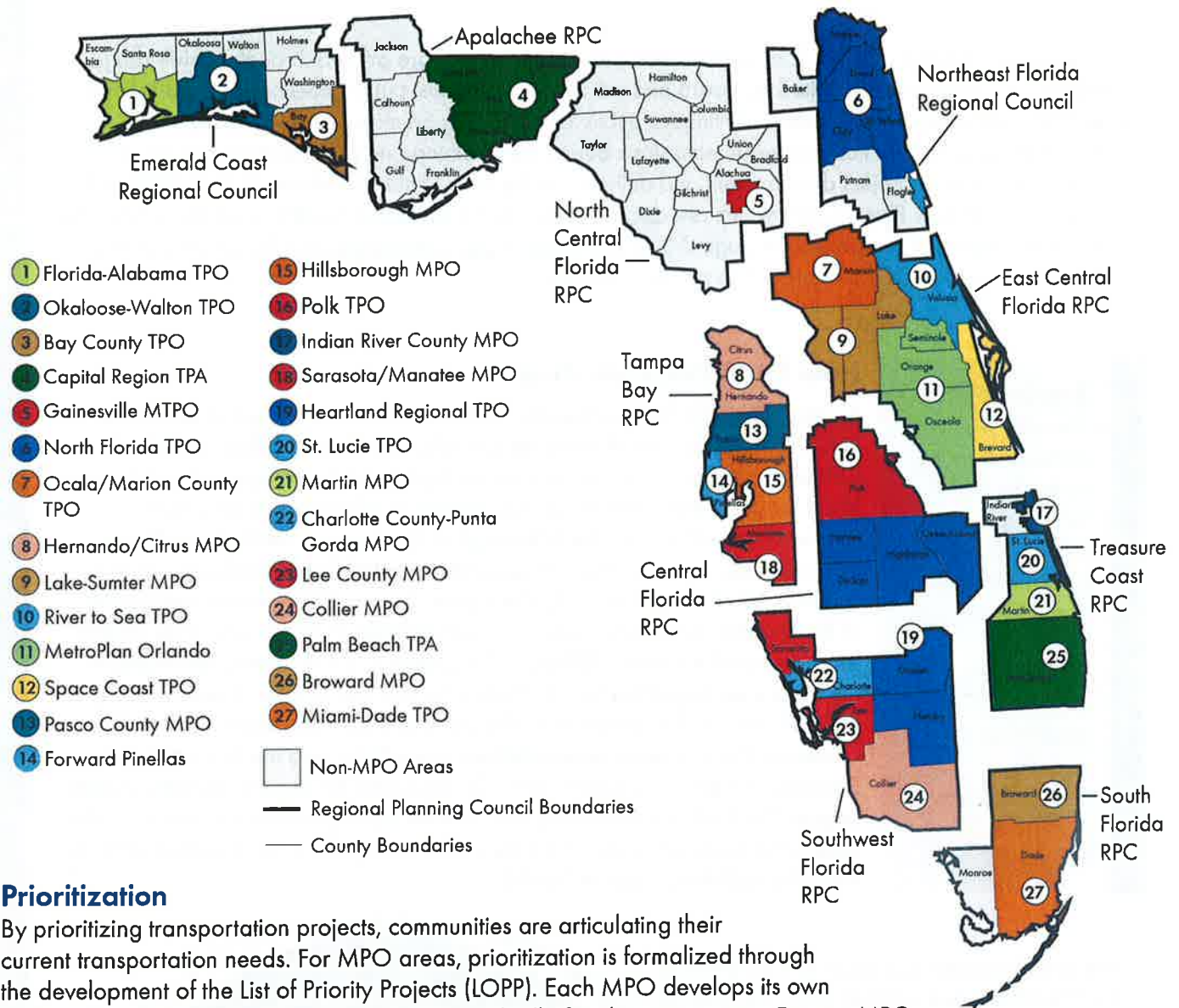
A non-metropolitan planning area is usually characterized as a county with a population of 50,000 or less. In areas where an MPO is not established, the FDOT works directly with local governments and elected officials using the processes detailed in the report, A Review of Florida's Non-Metropolitan Transportation Planning Process, which can be found at [www.fdot.gov/planning/policy/ruralsupport](http://www.fdot.gov/planning/policy/ruralsupport).

Local elected officials from non-MPO areas provide the District Offices with transportation project priorities based on the **capital improvements plan** and comprehensive plan **capital improvements element** every fiscal year. These priorities are included, to the maximum extent feasible, in the District Work Programs. Since there is no LRTP or TIP, it is essential for the local government project priorities to be included in the local comprehensive plan's CIP.

### Regional Planning Councils

Section 186.504, Florida Statutes, designates the creation of regional planning councils (RPCs). RPCs support intergovernmental coordination and provide technical planning assistance to local governments. As such, RPCs sometimes complete transportation planning projects and processes for both non-MPO and MPO counties. RPCs have entered into Intergovernmental Coordination and Review (ICAR) agreements with the FDOT to facilitate transportation planning within rural areas. RPCs play a key role for some MPOs, sometimes acting as the government body to host the MPO.

There are over two dozen counties (or portions of counties) that are not within the boundaries of an MPO. Of Florida's ten RPCs, eight have rural areas within their boundaries, and sometimes RPCs serve as liaisons between the District Office and rural communities. RPCs coordinate meetings with county staff and local elected officials to assist in the distribution of information and updates on transportation projects. They also help gather timely input on the FDOT Work Program and other activities. RPC staff can work directly with county staff and rural municipalities in the region to determine the transportation needs for each county.



## Prioritization

By prioritizing transportation projects, communities are articulating their current transportation needs. For MPO areas, prioritization is formalized through the development of the List of Priority Projects (LOPP). Each MPO develops its own methodology for prioritization in coordination with all of its the communities. For non-MPO areas, the FDOT works directly with local elected officials to determine priority projects.

## Public Involvement

The FDOT, MPOs, and local governments aim to achieve optimum engagement of the public when developing major plans and projects. Public input is solicited before the planning process begins and continues throughout the project development process to include affected and interested stakeholders in providing transportation solutions. The primary goals of public engagement are to:

### IDENTIFY

Identify the affected and interested populations to ensure an inclusive process.

### INVITE

Invite the public early and often to participate in the plan or project.

### INFORM

Provide accessible information to help the public understand the plan or project.

### INVOLVE

Provide multiple methods and opportunities for the public have input into the plan or project.

### IMPROVE

Measure the effectiveness of the public involvement activities and incorporate lessons learned.



Public engagement opportunities for transportation plans and projects are offered through a wide range of methods, including but not limited to, board and advisory committees, public meetings and workshops, outreach to community organizations, continuous public comment opportunities, news releases, surveys, e-blasts, and social media. Public engagement starts during the planning and programming processes and continues through project development and delivery by the use of Public Involvement Plans (PIP) and Community Awareness Plans (CAP), which are discussed later in the **Resource Guide** in the **Transportation Project Development** component on page 4-3. Visit [www.fdot.gov/planning/policy/publicinvolvement](http://www.fdot.gov/planning/policy/publicinvolvement) to learn more about the FDOT's approach to public engagement.

### Reminder:

The only way your project will make it into the FDOT Work Program is if the FDOT knows about it through documented public engagement, project prioritization, and close collaboration with the FDOT District Office.

## How FDOT Programs Projects

Section 339.135, Florida Statutes, authorizes and sets the guidelines for the FDOT to develop a Work Program annually. The Central Office and District Offices work together to develop and adopt the State Transportation 5 Year Work Program (the Work Program), a listing of all transportation projects planned by the FDOT for the following five fiscal years. The District Offices each develop a District Work Program that Central Office combines into the Tentative Work Program (TWP). Each year, the new TWP provides an update of the first four years of the existing Adopted Work Program and adds project programming for the new fifth year. For example, a TWP being developed in the fiscal year beginning July 1, 2020 is for the next five fiscal years starting in 2021. The TWP is presented to the Secretary, the Executive Office of the Governor, the legislative appropriations committees, and the Department of Economic Opportunity no later than 14 days after the regular legislative session begins. The TWP is amended by the General Appropriations Act and any other applicable appropriations. Once the FDOT adopts the TWP, it is referred to as the Adopted Work Program (AWP).

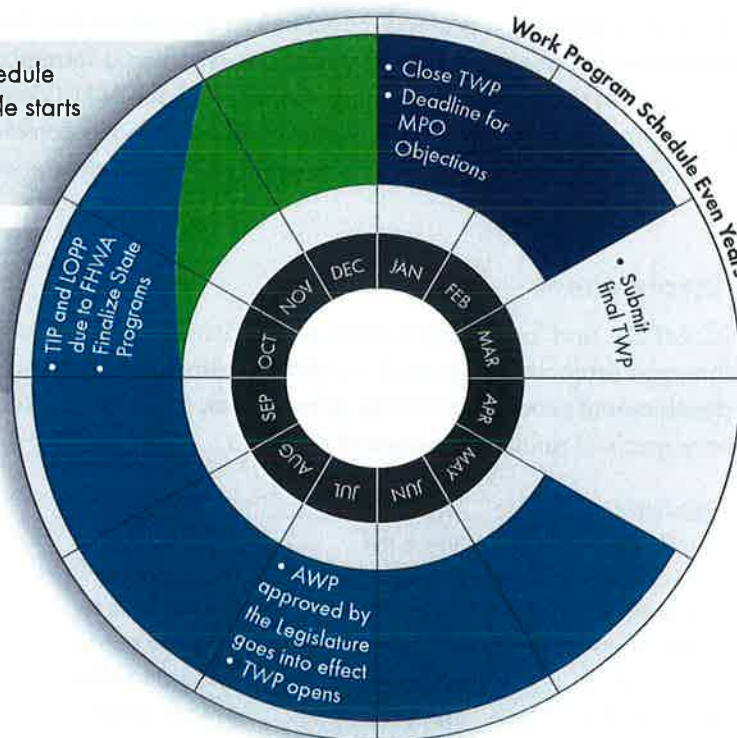
The Work Program Cycle aligns with the schedule for Legislative Session. In even years, the cycle starts earlier than in odd years, as the Legislature convenes in January instead of March.

The State Fiscal Year runs from July 1 to June 30, which differs from the Federal and most local fiscal years that run from October 1 to September 30.

TWP due no later than 14 days after legislative session begins

Project applications solicited by FDOT for new 5th year

Public Hearings for the TWP



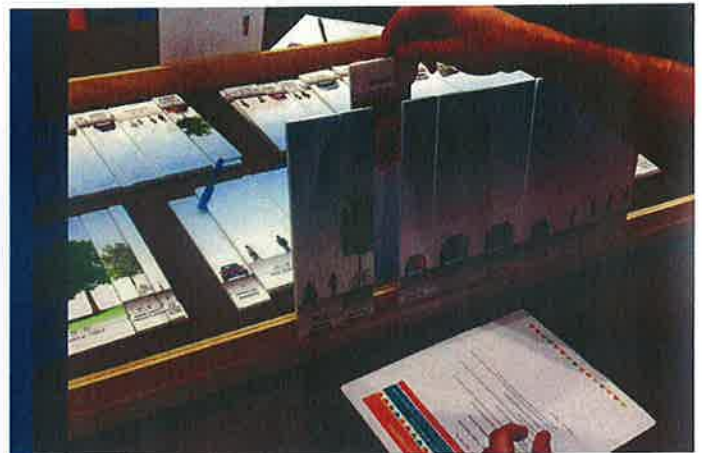


# 3 TRANSPORTATION PRACTICES

Florida's communities and the Florida Department of Transportation implement various planning practices to support transportation planning, project development, and delivery. Local communities often use visioning to develop consensus on a shared vision for the future. The FDOT, Metropolitan Planning Organizations (MPOs), or local governments may conduct feasibility studies during the planning process to better understand project complexities and begin to develop project alternatives. The FDOT and transportation partners may conduct multimodal planning to provide safe and efficient facilities for various types of transportation throughout a transportation network. The FDOT implements context classification to support putting the right street in the right place based on local community characteristics.

## Visioning

Through visioning, the public and elected officials of a community can define a common future, typically establishing a shared purpose, core values, and vision statement. Visioning is a useful step in the comprehensive planning process, but it may also occur independently. Visioning requires early and continuous public involvement in the planning process. **Typically, the FDOT prefers documented public outreach and formal adoption by elected officials of a common vision before funding is committed to a transportation project.**



**Community and Comprehensive Plan Visioning:** A community conducts visioning at the beginning of the comprehensive planning process to establish consensus on the community's shared vision for the future, informing the development of goals, objectives, and policies/procedures in the local comprehensive plan. This also includes the development of the capital improvements plan and capital improvements element, which identify local transportation needs.

At times, and sometimes outside of the comprehensive planning process, local planners may organize community meetings to develop a shared vision that results in an action plan or projects. These action plans or projects define future desired community characteristics along with implementation steps and responsibilities. The community may use the shared vision to update the local comprehensive plan at a later date.

**Other Visioning:** More focused planning efforts may include visioning, such as the development of a downtown revitalization plan or corridor plan. These types of planning activities include a documented, widespread public outreach and involvement effort.

## Feasibility Studies

During the Planning phase of the project development process, the FDOT, a local government, or MPO may conduct a feasibility study to evaluate aspects of a transportation project and understand the constructability of a project concept. This allows for early identification of project complexities that could be minimized, avoided, or mitigated throughout the project development process. This will be discussed later in the **Resource Guide** in the **Transportation Project Development** component on page 4-1.

These studies rely on transportation, land use, safety, public and agency involvement, and other planning data as primary sources of information to establish the range of alternatives. These studies may also inform the development of the scope of work for Project Development and Environment (PD&E) studies in the next phase of the project development process. Project alternatives begin to be developed and may be incorporated into the Environmental Documents.

**For example**, a feasibility study can be conducted to better determine the possibility of providing a multi-use bicycle trail. The general objective of the study is to compare viable options for providing the transportation improvement. The study effort involves the development of a feasible alignment within the “most probable” option, including more accurate estimates of the project costs and impacts, which is typically documented in a subsequent Concept Master Plan.







## Multimodal Planning

Multimodal transportation planning considers the larger transportation network and develops solutions to provide a full range of transportation options. Multimodal solutions can provide safe and efficient facilities for all types of transportation including vehicles, pedestrians, bicycles, freight, and transit. Multimodal projects require both land development and transportation elements to be coordinated and designed together. The FDOT and transportation partners conduct multimodal planning to further define the problem and identify the purpose and need, modes to be served, evaluation criteria to be used, and the range of alternatives to be compared. The typical outcomes of multimodal planning studies include transportation improvements, land use strategies, or a combination of the two. Transportation solutions can include capital projects, operational improvements, and maintenance improvements for the different types of transportation. Land use strategies may include changes to land use policies and regulations or detailed land use plans among other approaches.

In most instances, projects for non-roadway modes are identified through the development of a mode or facility specific master plan. Within these master plans, a CIP is developed that defines the capital projects needed. These projects should then be incorporated within local and regional planning documents to ensure consistency across different modes. For example, airports in Florida develop an airport master plan every five years. These master plans could include a number of different recommendations in the CIP, including runway improvements or access road upgrades. These projects would then be included in the local government comprehensive plan (or MPO LRTP, if applicable) to ensure they are compatible with other planned transportation improvements and then programmed for funding with the FDOT District Office as well as with the airport sponsor. Additional funding sources are available for modal projects, these are described later in this Resource Guide in the **Modal Funding Programs** component on page 5-2.

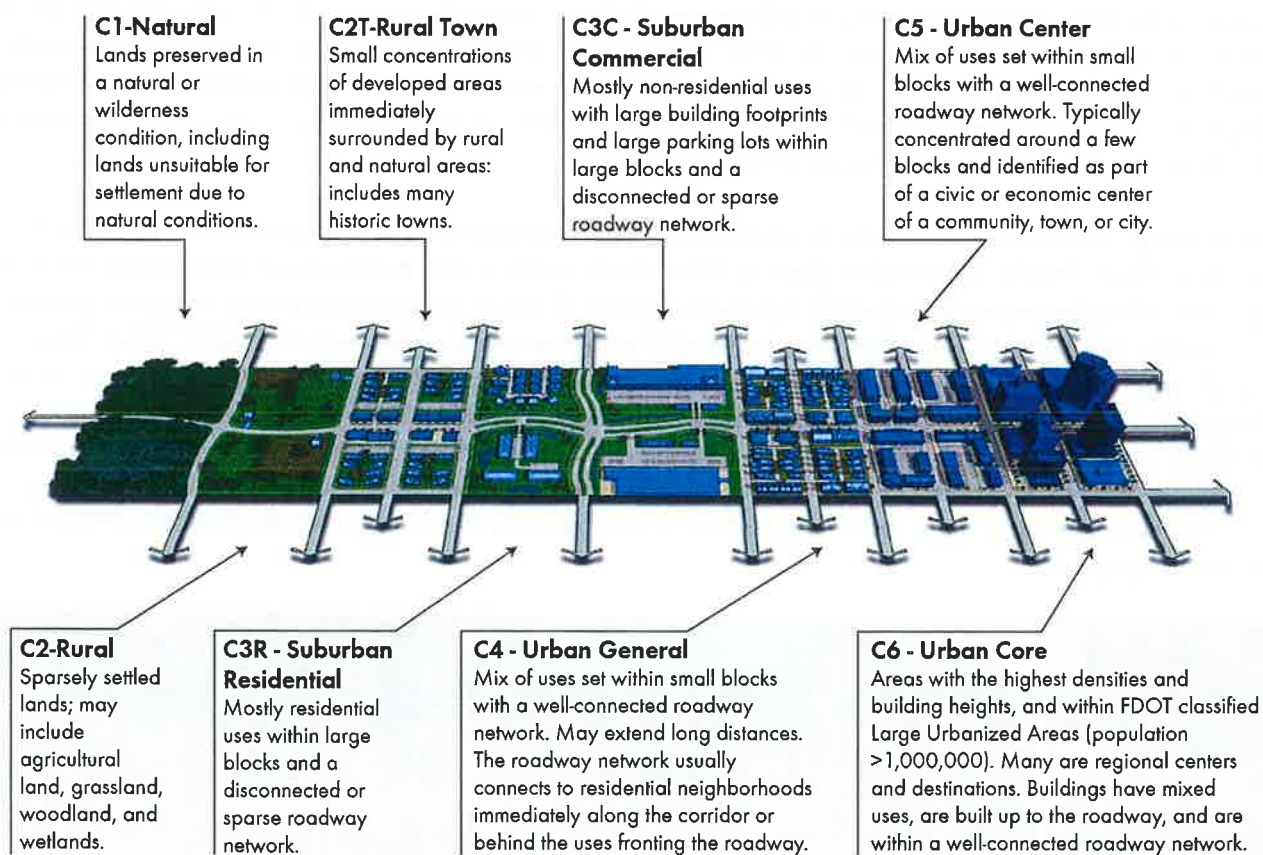


## Context Classification

The FDOT adopted the Complete Streets Policy in 2014 to promote safety, quality of life, and economic development in Florida. Complete Streets is not a specific type of project, but an approach to ensure projects are based on their context, or place in the local community. The FDOT utilizes a context-sensitive system comprising eight context classifications. The context classification of a roadway, together with its transportation characteristics, provides information about who the users are along the roadway, the regional and local travel demand of the roadway, and the challenges and opportunities of each roadway user. This information helps determine key design criteria such as design speed and bicycle and pedestrian facility options. As the FDOT confirms the context classification at the beginning of each project phase, including planning, an interdisciplinary team within each District helps determine the context classification by reviewing local comprehensive plans, subarea plans, land development regulations, and similar planning tools and by coordinating directly with local governments and MPOs. For more information on context classifications, visit [www.fdot.gov/roadway/csi](http://www.fdot.gov/roadway/csi).

## Putting the right street in the right place

### FDOT CONTEXT CLASSIFICATIONS





# 4 TRANSPORTATION PROJECT DEVELOPMENT

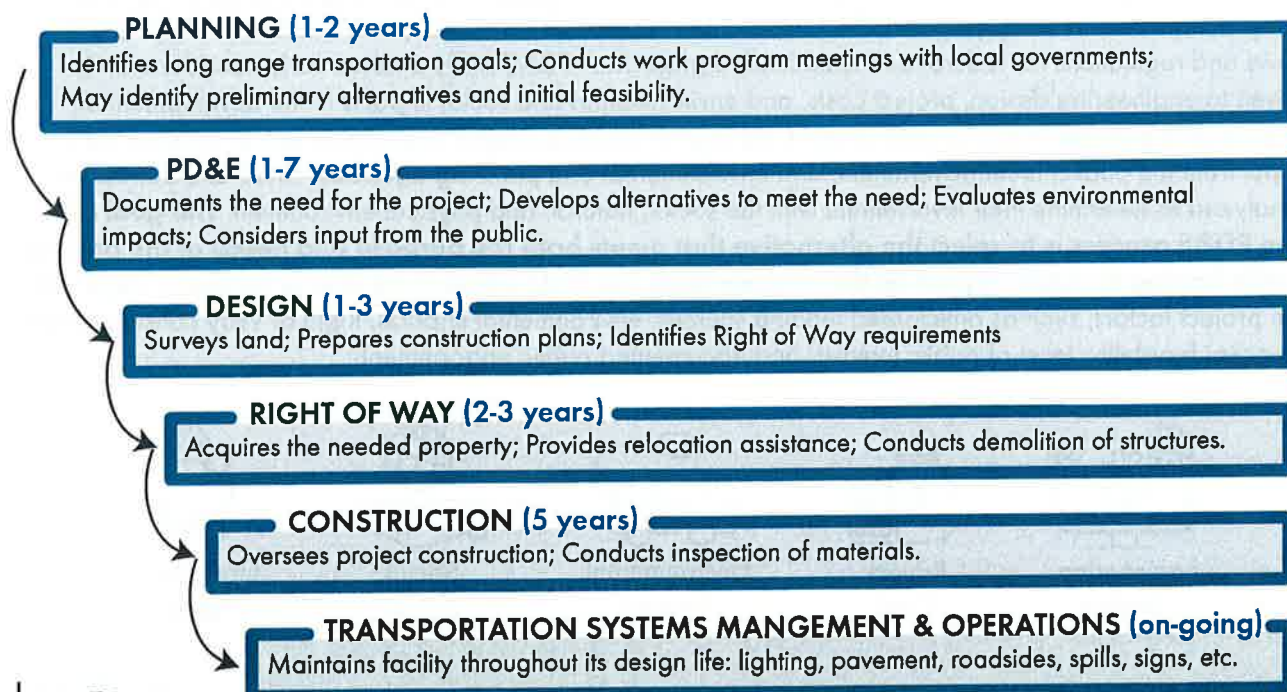
The project development and delivery process includes several phases and the level of effort for each phase varies based on the individual project. These phases and their typical timeframes are described below, as well as strategies for expediting project delivery. There are several project delivery approaches, with options available for those organizations who want to administer their own projects, given that they meet specified criteria for certification.

Local governments should approach the FDOT as early as possible to partner and complete transportation infrastructure projects because understanding where the project may enter the development and delivery process is helpful in advancing the project efficiently. Moreover, providing supporting information like documented public engagement, a resolution signed by the local board of commissioners, or a feasibility study help communicate project readiness to the FDOT. If applicable, local governments should coordinate with their MPOs to ensure projects are supported in the MPO's List of Priority Projects.

## Project Development and Delivery Process

The project development and delivery process begins with planning studies and ends with a constructed project. The FDOT's project development and delivery process is comprehensive, involving Planning, Project Development and Environment (PD&E), Design, Right of Way (ROW), Construction, and Maintenance phases. It is important to understand the sequence and interrelation between these phases to efficiently deliver a project.

### Overview of project development cycle and phases:



The complexity of transportation projects varies greatly, therefore the timeframes in the project development process graphic are broad and general in nature. Less complex projects that do not have Right of Way considerations, have little environmental impact, or are not federally funded may move more quickly through the project development and delivery process. Moreover, some projects may start at the planning phase, while others may be able to move directly into the PD&E or Design phases. These timeframes are typical, but each project is different and a variety of factors, including securing funding, can impact the length of a project phase.

**Did You Know?** A developer or local government can choose to contribute to or fully fund a project phase. This can help advance the project through the project development and delivery process more quickly because the project can move forward without a lapse in funding between phases.

**Reminder:** Transportation projects begin here so if a local government has a high-priority project or idea, it is best to approach the FDOT District, or MPO if in an MPO area, with that idea to begin the planning process.

## Planning

The planning process begins when the FDOT, Metropolitan Planning Organizations (MPOs), local governments, and other authorities identify long range transportation goals and priority transportation projects in planning documents that assist in conveying local transportation needs. The FDOT selects priority projects annually from these plans and are presented to the Florida Legislature as a Tentative Work Program.

## Project Development and Environment

Project Development and Environment (PD&E) is the FDOT's process for evaluating potential transportation project impacts and complying with the National Environmental Policy Act (NEPA) and other applicable laws and regulations for federal and state funded projects. A PD&E study ensures early consideration is given to engineering design, project costs, and environmental and social impacts in the development of a proposed potential transportation project. During this process, project alternatives are developed with input from the public, local government, and environmental and planning agencies. These alternatives are analyzed to determine their involvement with the social, natural, and physical environment. **The goal of the PD&E process is to select the alternative that meets both the purpose and needs of the project, while having the least impact on the environment.** The PD&E phase is not always necessary depending on project factors, such as anticipated funding sources, environmental impacts, Right of Way considerations, concept feasibility, level of public interest, and documented public engagement.



Engineering  
Design



Project  
Costs



Environmental  
Impact



Social  
Impact



Input from  
Public



## Frequently Asked Questions:

### Why does it take so long to get a project designed and constructed?

Each phase of the project development and delivery process may take several years based on project complexity.

### What is a Community Awareness Plan?

A Community Awareness Plan notifies local government, affected property owners, and the public of the proposed design and construction and the anticipated impact.

### How do you incorporate community preference features, like decorative signage or a concrete paver crosswalk?

The local government can pay for these items during the PD&E, design, and construction phases.

### How do we add landscaping to a project?

Contact the District Design Office as it may be possible to acquire landscaping funding.

### Who can address questions about posted speed limits on state roads?

Submit a letter to the Traffic Operations Engineer for consideration.

### How can we add sidewalks to a roadway?

Sidewalks may already be required based on the context classification of the roadway. If not, or if non standard sidewalks are desired, a community may apply for an enhancement project. If a project is already in design, contact the District Production Office as soon as possible with the request.

Public involvement during the PD&E phase begins the preparation of a Public Involvement Plan (PIP). The purpose of a PIP is to identify the interested and potentially affected people within a community, identify special community needs, and define the outreach methods and schedule to involve and gain their input.

During the PD&E phase, the FDOT confirms the future context classification(s), performs alternatives analyses, conducts environmental studies, and prepares various technical studies and reports necessary to obtain the project's Location and Design Concept Acceptance (LDCA). Information obtained during the PD&E phase is used to develop the scope of work for the Design phase. There are distinct differences between federal, state, local, and privately funded projects depending on anticipated funding sources. For more information on PD&E studies, visit the FDOT's PD&E Manual at [www.fdot.gov/environment/pubs/pdeman/](http://www.fdot.gov/environment/pubs/pdeman/).

## Design

The purpose of the Design phase is to prepare detailed, context-based engineering design, contract plans, specifications, and estimates for the project. The review of design and construction plans for design-bid-build projects (conventional projects) follows a standard four-phase submittal approach to facilitate review of the projects. Prior to authorization to advertise the project for construction, the project must undergo an environmental re-evaluation to ensure that there are no conditions in place that would alter the original approval of the decision and commitments made during the PD&E study.

Public involvement activities during the Design phase typically begin by preparing a Community Awareness Plan (CAP) and may involve activities such as public information meetings or a design public hearing. The CAP outlines a process for determining design implications in relation to community impacts, ensures that the FDOT's commitments are met, allows for opportunities to address public concerns, and develops a Maintenance of Traffic (MOT) plan for use during construction. The CAP also includes a summary and anticipated timeline of project activities for informational purposes. For more information on the Design phase, visit [www.fdot.gov/design](http://www.fdot.gov/design).

## Right of Way

Right of Way (ROW) is the purchase or donation of property needed to complete a project. When improvements are designed to fall outside of the existing ROW boundaries, additional lands must be identified and acquired. All necessary ROW and easements must be in FDOT ownership prior to advertisement of the project for letting. Close coordination with the District Right of Way Office and the Office of General Counsel is required during this process. For more information on ROW, visit [www.fdot.gov/rightofway](http://www.fdot.gov/rightofway).



## Construction



After design plans are reviewed, commented on, approved and permitted, the project goes through the contracting or letting process where it is awarded to a contractor. Once an award letter is issued to a contractor several pre-construction activities are required pursuant to the Construction Project Administration Manual (CPAM), including a preconstruction conference, the development of a construction schedule, final estimates, and quality control procedures are put into place. During construction the contractors are responsible for tasks as well as documentation. The District construction engineer, or project manager, keeps a project diary to document daily and weekly construction project activity during the construction phase. For more information on the Construction phase, visit [www.fdot.gov/construction](http://www.fdot.gov/construction).

## Maintenance

Once the FDOT completes a project on the State Highway System, the Maintenance Office may work with local and other partners, or sometimes contractors, to keep it safe and operational. Local governments are responsible for the maintenance of local roads.

Maintenance includes roadsides, signage, emergency needs, as well as minor bridge repairs and maintenance. For more information, visit the Maintenance Office at [www.fdot.gov/maintenance](http://www.fdot.gov/maintenance).

## Transportation Systems Management and Operations Program

The Transportation Systems Management and Operations (TSM&O) program promotes multimodal traffic management projects and services that improve roadway operations. It is a national initiative that is supported statewide and allows the FDOT to work with partner agencies to deliver multimodal solutions to reduce congestion. The goal is to equip the existing roadway system with the innovative tools and techniques that will allow it to meet current and future traffic demand. Visit [www.fdot.gov/traffic/its/tsmo](http://www.fdot.gov/traffic/its/tsmo) to learn more about TSM&O.

# 5 TRANSPORTATION FUNDING

Various federal, state, and local sources contribute to funding transportation projects in Florida. The FDOT administers state and federal funds through the 5-Year Work Program, while local communities contribute funds by way of their local government. All funding programs administered by the FDOT interact with the FDOT Work Program. Local governments should consider important factors like project readiness and phase of work when identifying eligible funding programs. Local funding options may also be a viable or complementary source of funding to support a local transportation improvement.

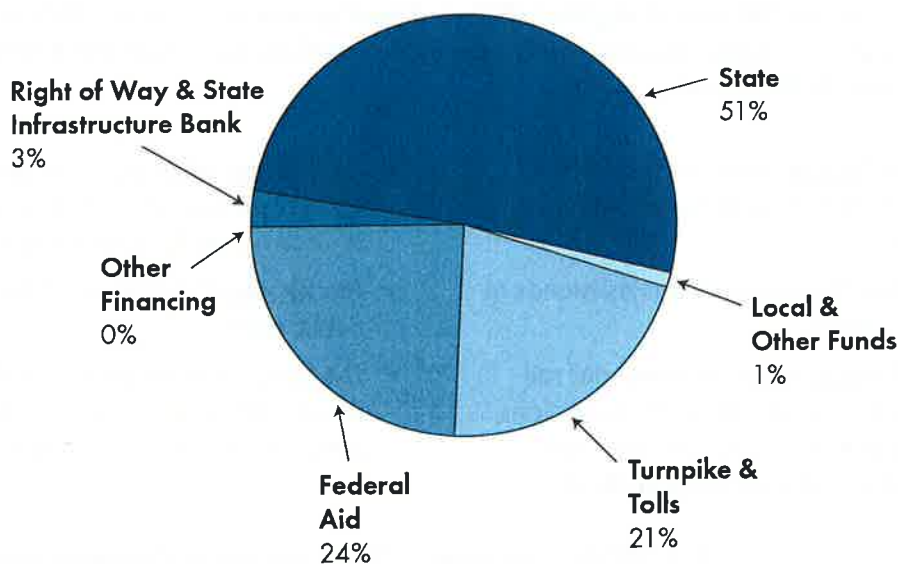
## Where Does the Money Come From?

### Work Program Funding Sources

Section 334.044, Florida Statutes, allows the FDOT to assume the responsibility for coordinating the planning of a safe, viable, and balanced state transportation system serving all regions of the State, and to assure the compatibility of all components, including multimodal facilities. The FDOT adopts a 5-Year Work Program, listing transportation projects planned for each fiscal year, to carry out these duties. **State taxes and fees, as well as federal aid, comprise the primary funding sources of the Work Program.** See the **Fuel Taxes as Transportation Funding Subject Brief** for more information at [www.blob.core.windows.net/sitefinity/docs/default-source/planning/policy/briefing sheets fuel tax revenues 0805-01.pdf](https://www.blob.core.windows.net/sitefinity/docs/default-source/planning/policy/briefing%20sheets/fuel%20tax%20revenues%200805-01.pdf).

**Figure 1** summarizes the breakdown of funding sources for the Tentative Work Program for fiscal year (FY) 2021-2025. Visit <https://www.fdot.gov/workprogram> for the latest breakdown of Work Program funding by source.

**Figure 1: Florida Department of Transportation  
Total Funding by Source  
FY 2021 - 2025**





## Strategic Intermodal System (SIS) Funding

In 2003, the Governor and the Florida Legislature established the SIS to enhance Florida's economic competitiveness and prosperity and to focus the State's resources on transportation facilities of statewide and interregional significance. Transportation facilities must meet criteria related to transportation or economic activity, as well as screening factors related to potential community and environmental impacts, to be designated as part of the SIS.

The FDOT's principle responsibility is the statewide and interregional movement of people and goods and shares responsibility with transportation partners in addressing system safety, the preservation and operation of transportation facilities, and local and metropolitan area mobility needs. **As such, the SIS is the FDOT's highest transportation capacity investment priority.** The FDOT is also increasing its focus on regional travel and improving facilities of regional significance. Consistent with Florida Statutes and the Florida Transportation Plan (FTP), the FDOT allocates resources as follows:

- » To preserve the investment which has already been made in the State's transportation system. This includes funding for maintenance, bridge repair, bridge replacement, and resurfacing.
- » To comply with statutes which specify how particular revenues are to be allocated. For example, documentary stamp tax revenues which are deposited into the State Transportation Trust Fund are to be used for the New Starts Transit Program, the Small County Outreach Program, the Strategic Intermodal System, the Transportation Regional Incentive Program, and the Rail Enterprise. Another example is the requirement that 15 percent of certain state revenues are to be used for public transportation.

For more information on the Strategic Intermodal System (SIS), visit the SIS webpage at <https://www.fdot.gov/planning/sis/default.shtm>

## Modal Funding Programs

At the Central Office level, the Modal Office is referred to as the Office of Freight, Logistics and Passenger Operations (FLP Office). At the District level, the office is referred to as the Modal Development Office (District Six) or Office of Modal Development (District Four), or something similar. The FLP Office oversees Modal Offices that develop and administer federal and state grant funding programs. The Modal Offices work to maximize the use of existing facilities while integrating and coordinating the various modes of transportation, including the combined use of both government owned and privately-owned resources.

In partnership with District Offices and eligible MPOs and local governments, Modal Offices program funding into mode specific capital improvement programs that feed into the 5-Year Work Program. The Modal Programs include the following areas:

- » The Transit Program supports fixed route transit systems, bus rapid transit, and urban rail transit.
- » The Aviation Program provides assistance to Florida's airports.
- » The Rail Program includes passenger rail system development, rail safety inspections, the development of commuter rail, and rehabilitation and improvement of rail facilities.
- » The Intermodal Access Program includes access to intermodal facilities and improves surface access to seaports and airports.
- » The Seaport Program provides funding for public ports.
- » The Spaceport Program provides space transportation services and infrastructure in conjunction with Space Florida.

## Local Programs

The FDOT designed Local Programs to provide transportation resources for construction, resurfacing, and rehabilitation of roadways and structures authorized by Section 339.2816 through 339.2819, Florida Statutes.

## Federal Programs

LAP

### Local Agency Program

The Local Agency Program (LAP) provides local governments with federal funds to develop, design, and construct transportation facilities. The FDOT administers these funds on behalf of the Federal Highway Administration (FHWA). LAP is a delivery method, not a fund type, meaning that the FDOT can manage several types of funds through this program including:

- » The Emergency Relief Program
- » Off-system Bridge Replacement
- » Federal Lands
- » Transportation Alternatives



Federal Program



State Program

The FDOT uses a LAP Agreement to deliver federal funds to a LAP agency. Agreements include detailed project description, scope, schedule, services, deliverables, commitments, maintenance responsibility, and cost estimates. In order to participate in LAP, local government agencies must become certified by completing a series of assessments to ensure financial and staffing capability, as well as the ability to comply with federal and state regulations. Project delivery options include: 1) LAP Certification of the local government or agency entity, or 2) project delivery by another LAP certified agency. Visit [www.fdot.gov/programmanagement/LAP](http://www.fdot.gov/programmanagement/LAP) to learn more about LAP certification and eligible projects.

### Questions to Consider for LAP Projects:

- » Do you proactively work with your MPO or governing board to identify those prioritized projects that best fit the federal delivery method?
- » Does the project require Right of Way acquisition?
- » Does the project require environmental mitigation or NEPA-related actions?
- » Are you prioritizing low cost projects? Is there a way to bundle multiple low cost projects to maximize federal funding?
- » Have you thought about spacing out delivery of high-dollar, high-risk projects to prevent overextending agency staff resources?
- » Have you considered Americans With Disabilities Act (ADA) Design Accessibility?

## State Programs

### CIGP

#### County Incentive Grant Program

Section 339.2817, Florida Statutes, created the County Incentive Grant Program (CIGP) to provide grants to counties to improve transportation facilities located on the State Highway System or that relieve traffic congestion on the State Highway System.

### SCOP

#### Small County Outreach Program

Section 339.2818, Florida Statutes, establishes the Small County Outreach Program (SCOP) to assist small county governments in repairing or rehabilitating county bridges, paving unpaved roads, addressing road-related drainage improvements, resurfacing or reconstructing county roads, or constructing capacity or safety improvements to county roads.

### SCOP

#### Small County Outreach Program for Municipalities and Communities

SCOP Municipalities is available to local governments within a Rural Area of Opportunity (RAO), designated under Section 288.0656(7)(a), Florida Statutes, to assist in the repair and rehabilitation of bridges, paving unpaved roads; addressing road-related drainage improvements; resurfacing or reconstruction of roads and constructing safety improvements to roads.

### SCRAP

#### Small County Road Assistance Program

Section 339.2816, Florida Statutes, created the Small County Road Assistance Program (SCRAP) to assist small county governments in resurfacing or reconstructing county roads.

### TRIP

#### Transportation Regional Incentive Program

Section 339.2819, Florida Statutes, created the Transportation Regional Incentive Program (TRIP) to provide funds to improve regionally significant transportation facilities in regional transportation areas defined by Florida Statutes. State funds also are available to provide incentives for local governments and the private sector to help invest in critically needed projects that benefit regional travel and commerce.

**Did You Know?** TRIP projects are eligible for the State Infrastructure Bank (SIB) provided the project is matched by a minimum of 25 percent from funds other than SIB. The SIB is discussed later in this **Resource Guide** on page 5-7.

Agencies may partner via an interlocal agreement to plan, prioritize and deliver regionally significant projects in the boundaries of their regional transportation area. See the TRIP fact sheet for more information on TRIP eligibility.

For more information on Local Programs, reach out to the Local Program Administrator in your District's Local Program Office: [www.fdot.gov/programmanagement/LAP/LAPContacts](http://www.fdot.gov/programmanagement/LAP/LAPContacts).



## What Helps Your Community's Project Application Stand Out?

### **Prioritize your project:**

Most grant programs require a competitive selection process. Applications are prioritized at the local, state, and federal levels to be eligible. Many programs prevent the reallocation of funds to projects that were not vetted through the competitive selection process.

### **Have the funds available:**

Grant reimbursement programs require local governments to have funds available in their Capital Improvements Program (CIP) to implement the projects.

### **Follow the FDOT**

**funding processes and procedures:** Projects that are vetoed by the Governor or Legislature are NOT eligible for other state funding in the same fiscal year.

### **Meet multiple criteria:**

Grant programs implemented by Florida Statutes identify primary and secondary criteria by which the FDOT is obligated to review and rank each project application. The more criteria your project meets the more competitive it is.

## The Impact of Special Appropriations

Special appropriations are bills filed by state legislators to allocate funds to a certain initiative. Transportation related special appropriations are funded with existing transportation funds. If a special appropriation is approved, less funding is available for other transportation projects in the same area and the project is not vetted through FDOT's project development and delivery process. If a special appropriation is vetoed, the funds are no longer available for this project or any other transportation project that fiscal year. In other words, the funding is completely removed from the State budget. In addition, the project cannot be funded with any other State dollars for the budget year.

## Transportation Alternatives Program

The Transportation Alternatives Program (TAP) is intended to fund a variety of small-scale transportation projects, such as:

- » Construction, planning, and design of pedestrian and bicycle facilities, recreational trails, and safe routes for non-drivers
- » Conversion and use of abandoned railroad corridors
- » Construction of turnouts, overlooks, and viewing areas
- » Inventory, control, or removal of outdoor advertising
- » Historic preservation and rehabilitation of historic transportation facilities
- » Vegetation management practices in transportation Right of Way
- » Archaeological activity related to impacts from transportation activities
- » Safe Routes to School projects



A LAP certified agency must sponsor the project. Funding amounts are based on population size. Typically, the cost share is 80 percent federal and 20 percent local, but the State of Florida elected to use toll credits as the State and local match for the TAP Set-Aside program. Visit the FDOT Transportation Alternatives Set-Aside Program Guidance And Procedures for more information about funding cycles, eligible sponsors, and the application process.

Implementing projects in the SUN Trail network increases the reliability of Florida's transportation system.

## SUN Trail Program

Section 339.81, Florida Statutes, established the Shared-Use Nonmotorized (SUN) Trail program, which provides funding to help communities develop

a statewide system of paved multi-use trails for bicyclists and pedestrians. Including a combination of existing, planned, and conceptual multiple-use trails, SUN Trail is a component of the Florida Greenways and Trails System (FGTS) Plan. Visit [www.fdot.gov/planning/systems/SUNTrail/guidance](http://www.fdot.gov/planning/systems/SUNTrail/guidance) for more information about the funding structure and the application process.

## Rural Economic Development Initiative

The Florida Legislature established the Rural Economic Development Initiative (REDI) to better serve Florida's rural communities through eligibility of a "Waiver or Reduction of Match" for grants. For more information visit [www.floridajobs.org/community-planning-and-development/ruralcommunity-programs/rural-definition](http://www.floridajobs.org/community-planning-and-development/ruralcommunity-programs/rural-definition).



## Safety Programs

Florida shares the national traffic safety vision, "Toward Zero Deaths," and formally adopted a version of the national vision, "Driving Down Fatalities," in 2012. The following programs support this vision.



### Subgrants

The FDOT awards subgrants to traffic safety partners that undertake priority area programs and activities to improve traffic safety and reduce crashes, serious injuries, and fatalities. Subgrants are awarded to state and local safety-related agencies to assist in the development and implementation of programs in traffic safety priority areas. The National Highway Traffic Safety Administration (NHTSA) apportions funding to states annually according to a formula based on population and road miles. Occasionally, additional funding may be available for projects in other program areas if there is documented evidence of an identified need. Government agencies, political subdivisions of state, local, city and county government agencies, law enforcement agencies, state colleges and state universities, school districts, fire departments, public emergency service providers, and certain qualified non-profit organizations are all eligible applicants. Visit [www.fdot.gov/safety/3-grants/grants-home](http://www.fdot.gov/safety/3-grants/grants-home) for more information including the funding cycle and project application process.



## Frequently Asked Questions:

### When is a bridge eligible for replacement?

When it becomes structurally deficient, or when it becomes more cost effective to replace the bridge than repair it.

### Can private funds be used for transportation projects?

Yes, funds from a developer or transportation authority can be used for transportation projects connecting to the State Highway System, so long as state and federal requirements are met.

## Did You Know?

If a local government has a high priority project identified in their capital improvements plan, the FDOT may be able to provide funding resources to assist in completing certain project phases. In cases where funding is programmed in outer years of the Work Program, it may be possible to advance the project by using the State Infrastructure Bank (SIB), which provides low interest loans.

## Highway Safety Improvement Program

The Highway Safety Improvement Program (HSIP) is the FDOT's largest source of safety improvement funding, and the purpose of the HSIP is to reduce fatalities and serious injuries on ALL public roads.

A HSIP funded project may include strategies, activities, and capital projects on a public road that are consistent with the Strategic Highway Safety Plan (SHSP) and **correct or improve a hazardous road location or feature, or address a highway safety problem.** Visit [www.fdot.gov/safety/6-resources/downloaddocuments](http://www.fdot.gov/safety/6-resources/downloaddocuments) to read more about the HSIP in the Florida HSIP Guidelines Manual.



## Safe Routes to School (SRTS)

Safe Routes to School Program (SRTS) is focused on planning, design, and construction of infrastructure-related projects that will substantially improve the ability of students to walk and bicycle to school. The projects should directly support increased safety and convenience for school children in grades K-12 to bicycle and/or walk to school. Visit [www.fdot.gov/safety/2A-Programs/Safe-Routes](http://www.fdot.gov/safety/2A-Programs/Safe-Routes) for more information.

## State Infrastructure Bank

The State Infrastructure Bank (SIB) is a revolving loan and credit enhancement program. The SIB can provide loans and other assistance to public and private entities carrying out or proposing to carry out projects eligible for assistance under state and federal law. Visit [www.fdot.gov/comptroller/pfo/sib](http://www.fdot.gov/comptroller/pfo/sib) to learn more about the SIB.

## Best Practices and Strategies for Funding Local Projects

- » **Prioritize shovel ready projects:** Consider the readiness of priority projects, economic development opportunities, and available community resources. Highlight potential transportation impacts beyond the more obvious transportation need(s).
- » **Be strategic in coordinating priority projects for local funding vs. FDOT funding:**
  - Is the low hanging fruit the most competitive project for your community in terms of FDOT funding?
  - Can your community wait 4-5 years to secure an FDOT-funded project or is the project more urgent?
  - Is it more cost feasible to locally fund pavement markings and apply to the department for the reconstruction of that county roadway you had in your CIP to reconstruct in the next few fiscal years?
- » **Identify an FDOT champion:** Your FDOT champion(s) are available and happy to help you navigate the process. Begin with your District Local Government Liaison and District Local Programs Administrator.
- » **Work with the FDOT to strategically identify state and federal funding sources:** Identify key project elements such as the limits, scope, and environmental impacts to help guide the process. Be strategic and apply for projects eligible under more than one funding program when possible.
- » **Coordinate joint projects:** Partnering with other communities/counties expands funding options and balances funding match requirements across partner agencies. TRIP is an example of a fund program only available to regional partners.
- » **Take advantage of reduction or waiver of financial match requirements.** Local match requirements are waived for 32 rural counties identified under the Rural Economic Development Initiative (REDI).
- » **Contact the Modal Development Office** to be added to the annual email notice to Agencies announcing the availability to apply for Transit Program funding.

## Local Funding Options

There are several funding options other than state and federal grant programs available for local transportation projects. When implementing local transportation projects, it is best practice for local communities to first utilize local funding options, such as fuel taxes, sales taxes, development fees, special district funds, municipal service taxes, and tourist development taxes. If additional funding is necessary, local communities can then partner with the FDOT by applying for state and federal funding. Partnership at the District level often starts with the Community Planning Coordinators. Local funding options are available for SIS and non-SIS facilities. See the **Local Funding Options Subject Brief** for more information on local funding options at [www.blob.core.windows.net/sitefinity/docs/default-source/planning/policy/briefing\\_sheets\\_local\\_options\\_0805.pdf](http://www.blob.core.windows.net/sitefinity/docs/default-source/planning/policy/briefing_sheets_local_options_0805.pdf).









**CA.11**

Serving Alachua

Bradford • Columbia

Dixie • Gilchrist • Hamilton

Lafayette • Levy • Madison


Suwannee • Taylor • Union Counties

---

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Transportation Disadvantaged Program - Status Report

RECOMMENDATION

**For Information Only.**

BACKGROUND

Attached are the July - September 2020 Alachua County Transportation Disadvantaged Service Plan Standards Reports.

Attachments

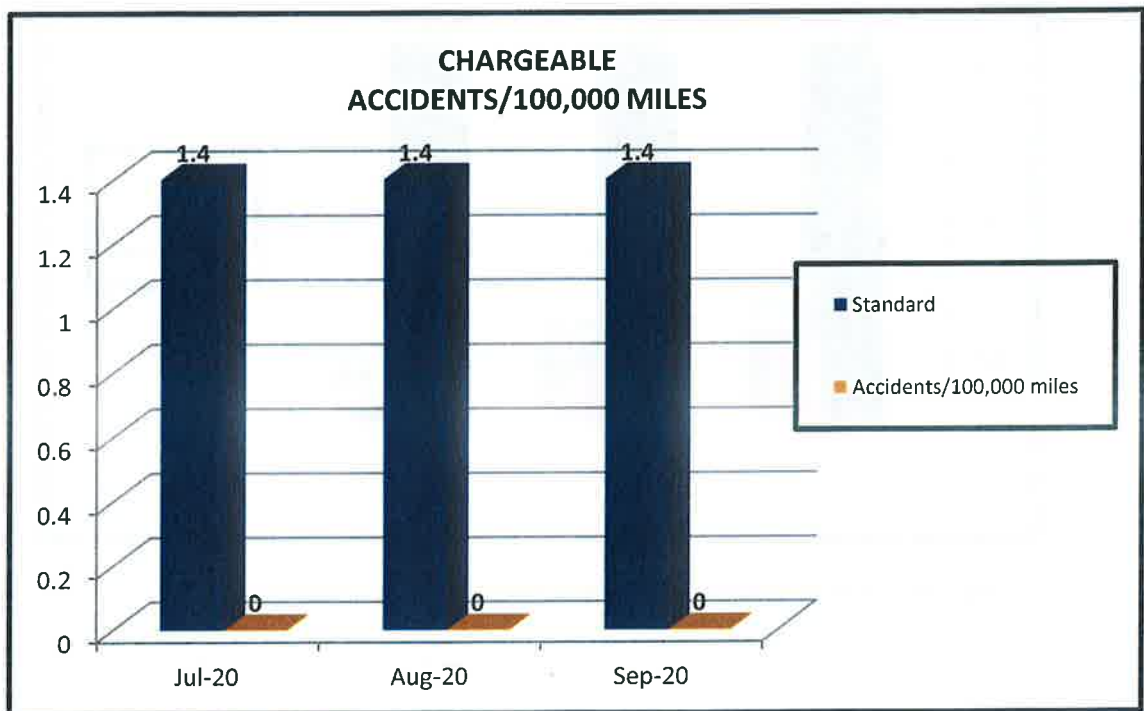
T:\Lynn\TD2020\Alachua\Memos\statmtpoct2020.docx



## TRANSPORTATION DISADVANTAGED SERVICE PLAN STANDARDS

### ALACHUA COUNTY JULY - SEPTEMBER 2020

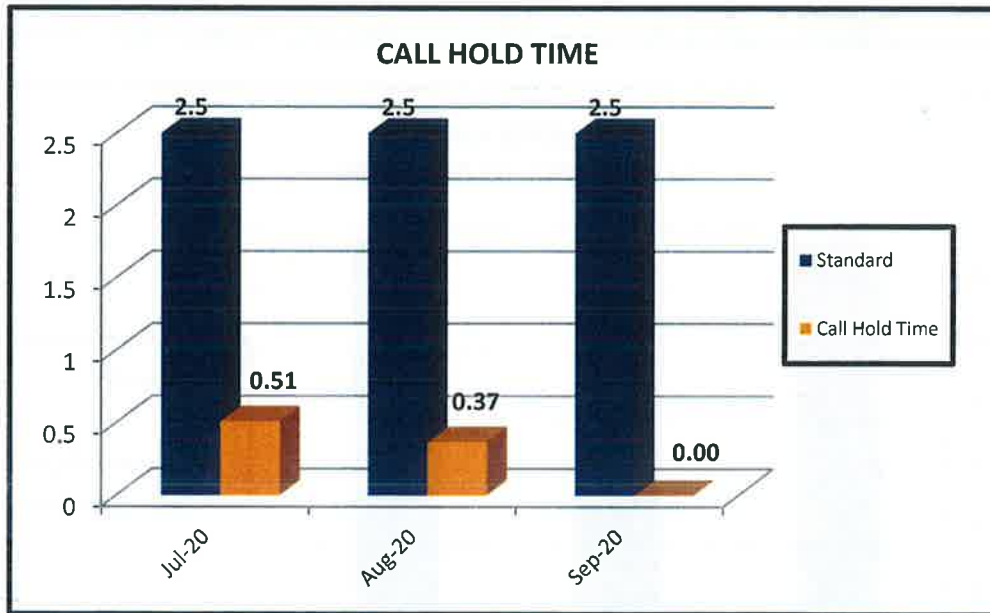
MONTH	STANDARD	CHARGEABLE ACCIDENTS/100,000 MILES
Jul-20	1.4	0
Aug-20	1.4	0
Sep-20	1.4	0



Source: MV Contract Transportation, Inc. Operations Report

**TRANSPORTATION DISADVANTAGED  
SERVICE PLAN STANDARDS  
ALACHUA COUNTY, JULY - SEPTEMBER 2020**

MONTH	STANDARD	CALL HOLD TIME
Jul-20	2.5	0.51
Aug-20	2.5	0.37
Sep-20	2.5	0.00

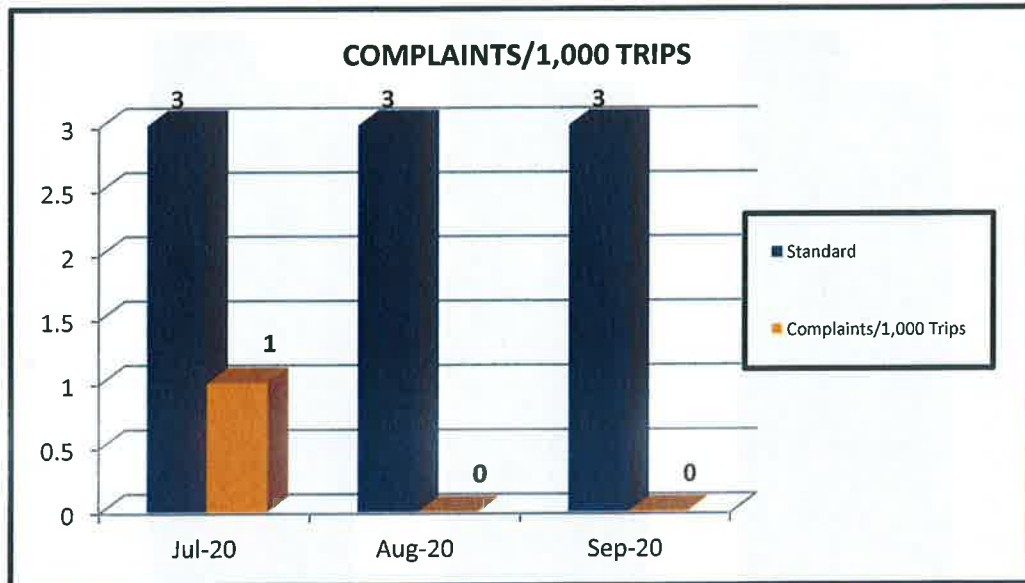


Source: MV Contract Transportation, Inc. Operations Report

# TRANSPORTATION DISADVANTAGED SERVICE PLAN STANDARDS

## ALACHUA COUNTY, JULY - SEPTEMBER 2020

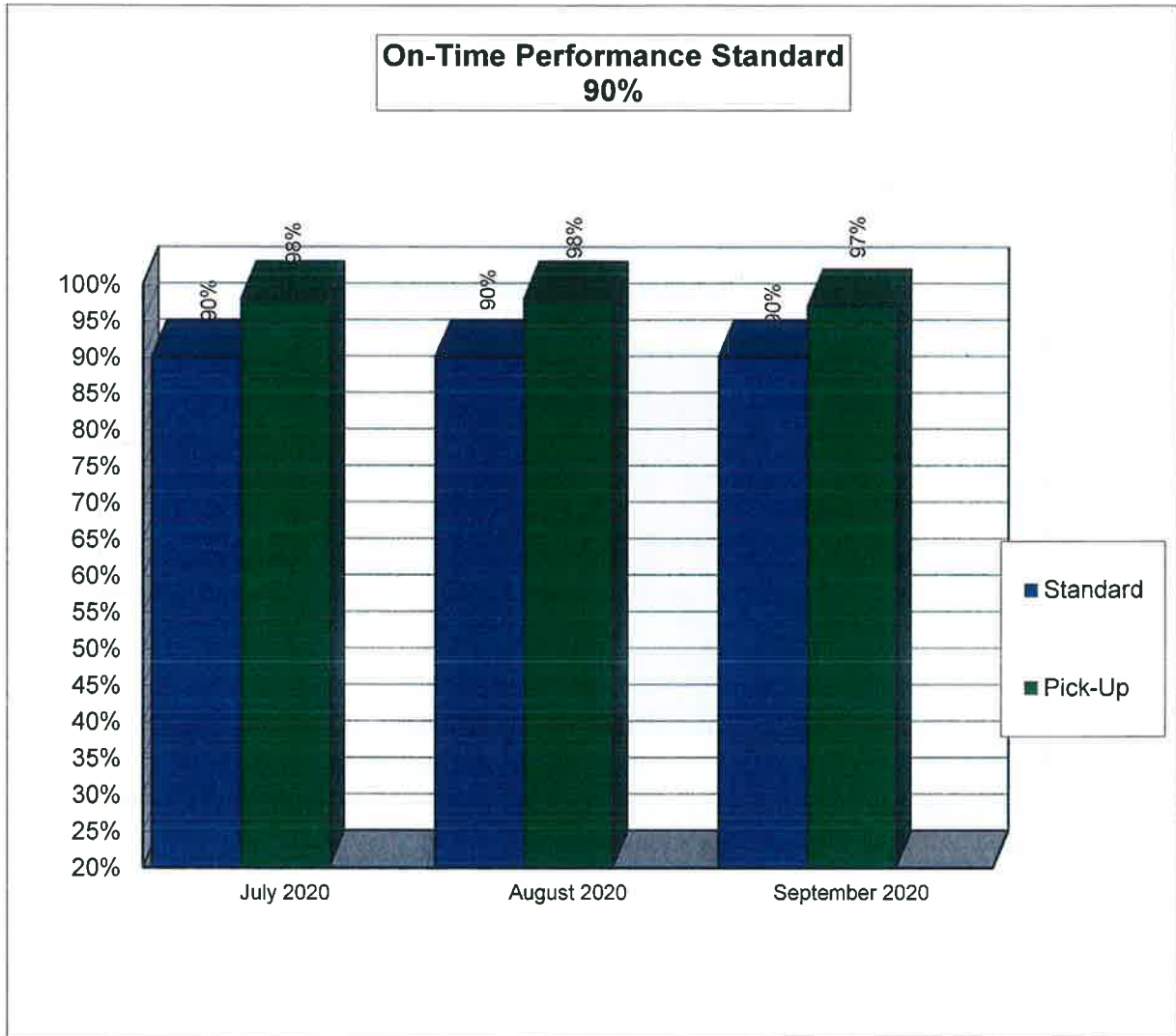
MONTH	STANDARD	COMPLAINTS/1,000 TRIPS
Jul-20	3	1
Aug-20	3	0
Sep-20	3	0



Source: MV Contract Transportation, Inc. Operations Report



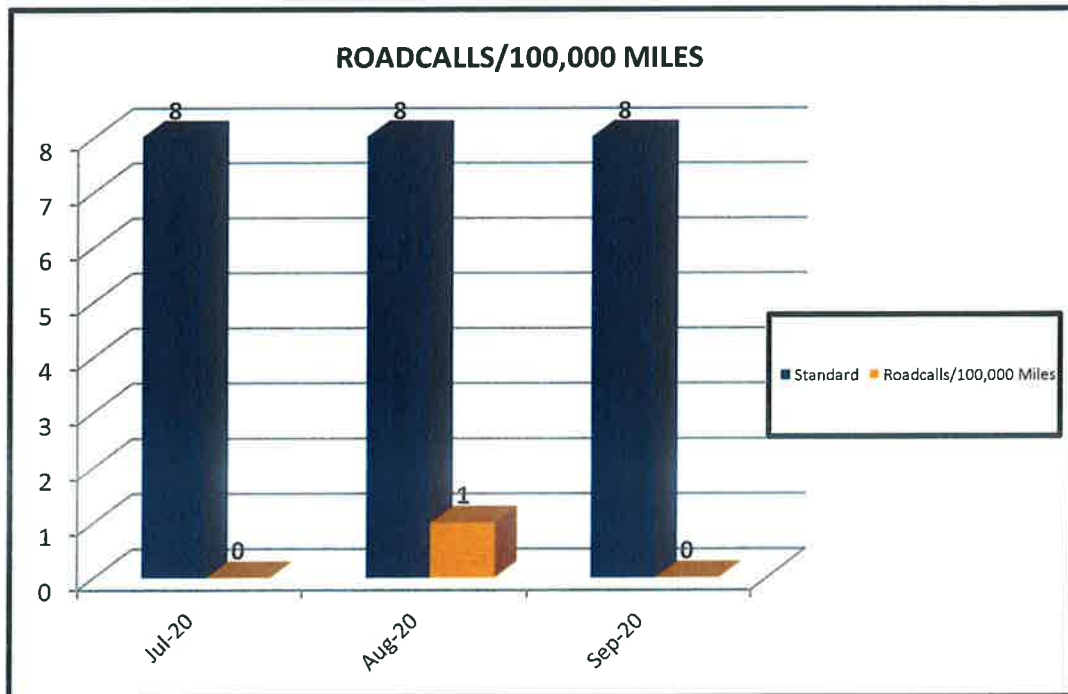
**TRANSPORTATION DISADVANTAGED SERVICE PLAN  
STANDARDS OF PERFORMANCE  
ALACHUA COUNTY  
JULY - SEPTEMBER 2020**



Source: MV Contract Transportatio, Inc. On-Time Analysis

**TRANSPORTATION DISADVANTAGED  
SERVICE PLAN STANDARDS  
ALACHUA COUNTY, JULY - SEPTEMBER 2020**

MONTH	STANDARD	ROADCALLS/100,000 MILES
Jul-20	8	0
Aug-20	8	1
Sep-20	8	0



Source: MV Contract Transportation, Inc. Operations Report



***Meeting***

***Agenda***

***Enclosures***






Serving Alachua  
Bradford • Columbia  
Dixie • Gilchrist • Hamilton  
Lafayette • Levy • Madison  
Suwannee • Taylor • Union Counties

2009 NW 87th Place, Gainesville, FL 32653-1603 • 352.955.2200

October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area  
FROM: Scott R. Koons, AICP, Executive Director   
SUBJECT: Mobility Workshop

STAFF RECOMMENDATION

**For Information Only.**

BACKGROUND

At its August 24, 2020 meeting, the Metropolitan Transportation Planning Organization directed staff to organize a mobility workshop concerning transportation issues in the Gainesville Metropolitan Area.

Staff has invited Jeff Kramer, Senior Research Associate, University of South Florida Center for Urban Transportation Research, to make a presentation and answer questions along with staff. Mr. Kramer assists in the staffing of Metropolitan Planning Organization Advisory Council meetings and is the facilitator of the Metropolitan Planning Organization Advisory Council Institute training weekends.

t:\scott\sk21\mtpo\memo\mobility\_workshop\_oct26.docx








Serving Alachua  
Bradford • Columbia  
Dixie • Gilchrist • Hamilton  
Lafayette • Levy • Madison  
Suwannee • Taylor • Union Counties

---

2009 NW 87th Place, Gainesville, FL 32653-1803 • 352.955.2200

October 19, 2020

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Florida Metropolitan Planning Organization Advisory Council

STAFF RECOMMENDATION

**Appoint a voting member and two alternate voting members to the Florida Metropolitan Planning Organization Advisory Council for 2021.**

BACKGROUND

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area needs to appoint one voting member and two alternate voting members to the statewide organization of Metropolitan Planning Organizations - the Florida Metropolitan Planning Organization Advisory Council. This past year, Commissioner Gail Johnson served as the Metropolitan Transportation Planning Organization's voting member and Commissioners Harvey Ward and Marihelen Wheeler served as the alternate voting members.



### SCHEDULED 2020 MTPO AND COMMITTEE MEETING DATES AND TIMES

PLEASE NOTE: All of the dates and times shown in this table are subject to being changed during the year.

MTPO MEETING MONTH	TAC [At 2:00 p.m.] CAC [At 7:00 p.m.]	B/PAB [At 7:00 p.m.]	MTPO MEETING
FEBRUARY	<i>CANCELLED</i>	<i>CANCELLED</i>	<i>CANCELLED</i>
APRIL	<i>CANCELLED</i>	<i>CANCELLED</i>	April 20 at 3:00 p.m.
JUNE	June 3	June 4	June 22 at 5:00 p.m.
AUGUST	<i>August 12</i>	<i>August 13</i>	August 24 at 5:00 p.m.
OCTOBER	<i>CANCELLED</i>	October 8	October 26 at 3:00 p.m.
DECEMBER	November 18	November 19	December 14 at 5:00 p.m.

Note, unless otherwise scheduled:

1. Technical Advisory Committee meetings are conducted in the General Purpose Meeting Room of the Gainesville Regional Utilities Administration Building;
2. Citizens Advisory Committee meetings are conducted in the Grace Knight Conference Room of the Alachua County Administration Building; and
3. Metropolitan Transportation Planning Organization meetings are conducted at the John R. "Jack" Durrance Auditorium of the Alachua County Administration Building unless noted.

MTPO means Metropolitan Transportation Planning Organization

TAC means Technical Advisory Committee

CAC means Citizens Advisory Committee

B/PAB means Bicycle/Pedestrian Advisory Board

NCFRPC means North Central Florida Regional Planning Council

TMC means Traffic Management Center



Use the QR Reader App  
on your smart phone to  
visit our website!

# Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

2009 NW 67th Place, Gainesville, FL 32653

[www.ncfrpc.org/mtpo](http://www.ncfrpc.org/mtpo)