Meeting Packet
October 26, 2020
3:00 p.m.

Metropolitan Transportation Planning Organization
for the Gainesville Urbanized Area
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
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

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.

II. Mobility Workshop

NO ACTION REQUIRED

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

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.

IV. Next Meeting

FOR INFORMATION ONLY

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

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.
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.
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
Tentative Five-Year Work Program 2021-22 to 2025-26
APPROVE STAFF RECOMMENDATION

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

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

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 - Unified Planning Work Program Amendment - Revised Section 5305(d) Grant Funding
APPROVE RESOLUTION AND AUTHORIZE SIGNATURES

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.

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.
CA. 6 Transportation Alternatives Program/Safe Routes to School/Shared-Use Nonmotorized Trail Application Notices

The Florida Department of Transportation has notified agencies concerning the Transportation Alternatives Program/Safe Routes to School/Shared-Use Nonmotorized Trail grant application cycles.

CA. 7 Safety Performance Measures and Targets

The Metropolitan Transportation Planning Organization needs to set safety performance measures and targets.

CA. 8 Proposed Amended Budget for Fiscal Year 2019-20

This amended budget will allow staff to monitor Metropolitan Transportation Planning Organization expenditures and make appropriate adjustments as needed.

CA. 9 Alachua Countywide Bicycle-Pedestrian Master Plan

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.

CA. 10 Partnering with Florida Department of Transportation: FOR INFORMATION ONLY

The Florida Department of Transportation has recently published a resource guide for local governments.

CA. 11 Transportation Disadvantaged Program - Status Report

The Metropolitan Transportation Planning Organization has requested regular status reports concerning this program.

FOR INFORMATION ONLY

A Resource Guide for Local Governments

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.

<table>
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<tr>
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<th>Yes</th>
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<th>County Member</th>
<th>Yes</th>
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<tbody>
<tr>
<td>Mike BYERLY</td>
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<td>Charles CHESTNUT IV</td>
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<td>Ken CORNELL</td>
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<td>Gigi SIMMONS</td>
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<td>Harvey WARD</td>
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<td>Marihelen WHEELER</td>
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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.

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<tr>
<th>City Member</th>
<th>Yes</th>
<th>No</th>
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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.

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<tr>
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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

<table>
<thead>
<tr>
<th>Interested Citizens</th>
<th>Alachua County</th>
<th>City of Gainesville</th>
<th>Florida Department of Transportation</th>
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<tbody>
<tr>
<td>Thomas Hawkins</td>
<td>Chris Dawson</td>
<td>Lee Feldman</td>
<td>James Knight</td>
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<td>Robert Karp</td>
<td>Corbin Hanson</td>
<td>Tammi Gibson</td>
<td>Mari Schwabacher</td>
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<td>Aditya Katragadda</td>
<td>Sylvia Torres</td>
<td>Jesus Gomez</td>
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<tr>
<td>Edward Ng</td>
<td></td>
<td>Deborah Leistner</td>
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<tr>
<td>Nathan Scott</td>
<td></td>
<td>Melisa McCreedy</td>
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<tr>
<td>Michael Smead</td>
<td></td>
<td>Frederick Murry</td>
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<tr>
<td>Gregory Stepp</td>
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<td></td>
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<tr>
<td>Srin Varanasi</td>
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* Via telephone
# Spoke and provided written comments

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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.

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.
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.

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.

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.

The Florida Department of Transportation has recertified the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area metropolitan transportation planning process.

The City of Gainesville has been recognized as a Trail Town by the Florida Greenways and Trails Council.

The Florida Department of Transportation has published the Florida Transportation Plan Vision Element.

The Florida Metropolitan Planning Organization Advisory Council - 2020 Legislative Session Summary

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**

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<th>Rank</th>
<th>Score</th>
<th>Facility</th>
<th>From</th>
<th>To</th>
<th>Proposed Modification</th>
<th>Project Length in Miles</th>
<th>Total Cost ($)</th>
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<td></td>
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<td>Interstate 75</td>
<td>Marion Countyline</td>
<td>Williston Road</td>
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<td>Interstate 75</td>
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<td>U.S. Highway 441</td>
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<td>Interstate 75</td>
<td>At: Williston Road</td>
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**Transit Project Revenues - Federal Transit Administration Formula Grant and State Transit Block Grant**

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<td>Regional Transit System</td>
<td>At: Systemwide</td>
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<td>Transit Development Plan Implementation</td>
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**Bicycle and Pedestrian Projects (Ten Percent Allocation)**

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<td>Bicycle and Pedestrian Project &quot;Box Funds&quot;</td>
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<td>Proposed Alachua Countywide Bicycle-Pedestrian Master Plan Implementation</td>
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**Cost Feasible Plan-Eligible Congested Corridors**

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<td>1*</td>
<td>21.3</td>
<td>NW 83rd Street</td>
<td>NW 23rd Avenue</td>
<td>NW 39th Avenue</td>
<td>Widen to 4 lanes/2 dedicated transit lanes</td>
<td>1.0</td>
<td>$10.6</td>
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<td>2</td>
<td>19.6</td>
<td>NW 23rd Avenue</td>
<td>NW 59th Terrace</td>
<td>NW 83rd Street</td>
<td>New Construction 3 lane Complete Street/replace 2 lane rural section</td>
<td>1.5</td>
<td>$11.2</td>
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<td>3</td>
<td>17.6</td>
<td>SW 62nd Boulevard</td>
<td>SW 20th Avenue</td>
<td>Clark Butler Boulevard</td>
<td>Widen to 4 lanes, with bridge with dedicated transit lanes; median included</td>
<td>0.25</td>
<td>$17.0</td>
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<td>4</td>
<td>17.4</td>
<td>NW 98th Street</td>
<td>Newberry Road</td>
<td>NW 39th Avenue</td>
<td>New construction 4 lanes/replace a 2 lane rural section</td>
<td>2.0</td>
<td>$24.8</td>
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<td>16.6</td>
<td>NW 8th Avenue (SR 20)</td>
<td>NW 6th Street</td>
<td>Main Street</td>
<td>Two Lane reduction/Complete Streets</td>
<td>0.4</td>
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<td>6*</td>
<td>14.6</td>
<td>Ft. Clark Boulevard</td>
<td>Newberry Road</td>
<td>NW 23rd Avenue</td>
<td>Widen to 4 lanes plus 2 dedicated transit lanes</td>
<td>1.0</td>
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<td>SW 20th Avenue</td>
<td>SW 62nd Boulevard</td>
<td>SW 34th Street</td>
<td>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</td>
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<td>8</td>
<td>14.2</td>
<td>NW 23rd Avenue</td>
<td>NW 83rd Street</td>
<td>Ft. Clarke Boulevard</td>
<td>New construction 4 lanes/replace a 2 lane rural section, including bridge over I-75 = Transit Pre-emption Provisions</td>
<td>0.4</td>
<td>$16.1</td>
</tr>
<tr>
<td>9</td>
<td>14.2</td>
<td>SW 62nd Boulevard</td>
<td>Newberry Road</td>
<td>SW 20th Avenue</td>
<td>Widen to 4 lanes, with dedicated transit lanes; median included</td>
<td>1.50</td>
<td>$31.3</td>
</tr>
</tbody>
</table>

* Does not include local funding for right-of-way and dedicated transit lane construction
### EXHIBIT 2
**Discretionary Funding-Eligible Projects**

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

* This project is also listed in the adopted Year 2045 Cost Feasible Plan for Revenue-Forecasted funds.
EXHIBIT 3
Aspirational Projects

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

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

**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
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.
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.
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

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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
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\tap_application_notice_mtpo_oct26.docx
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 21st 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.
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 21st 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.

www.fdot.gov
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 15th Ave to South of SR 26 (Newberry)
- 439177-1 Sidewalk US 41 from End of Sidewalk to NW 9th 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.
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.fgap.com/. GAP System Support: 888-238-9707 or fgap@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.

<table>
<thead>
<tr>
<th>FM Number</th>
<th>Trail System</th>
<th>Description</th>
<th>Status in the Tentative Work Program</th>
</tr>
</thead>
</table>
| 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. 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 Bennett
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
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.

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

For complete information regarding the Florida Shared-Use Nonmotorized (SUN) Trail Program, please visit 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 | 386.961.7878

---
Safe Routes to Schools (SRTS)

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

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.
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

From: Birdsong, Robin <Robin.Birdsong@dot.state.fl.us>
Sent: Thursday, October 15, 2020 10:14 AM
To: Reichert, Mark <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 cancelation announcement is included in the FAR – Volume 46, Number 202, October 15, 2020. Click the following to view: https://www.firules.org/gateway/View_Notice.asp?id=23762689. Please contact Robin Birdsong, FDOT SUN Trail Program Manager, at robin.birdsong@dot.state.fl.us or 850-414-4922 if you have questions.
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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.shtml.

- 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.shtml.

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 21st 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.¹

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://floridapdep.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.

¹ 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. 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.

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).

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2 https://www.fhwa.dot.gov/fastact/factsheets/transportationalternativesfs.cfm
3 Estimate based on 2019 distribution: https://www.fhwa.dot.gov/legsregs/directives/notices/n4510832/n4510832_t2.cfm
• According to the Federal Register, Volume 77, No. 1384, 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

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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](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.

[4](https://www.govinfo.gov/content/pkg/FR-2012-07-18/pdf/2012-17514.pdf)
Figure 1: Map of Florida Metropolitan Planning Organizations

Transportation Management Area* (TMAs) | Metropolitan Planning Organizations (MPOs)
---|---
Penéacola | 1. Florida-Alabama TPO
non-TMA MPO | 2. Okaloosa-Walton TPO
non-TMA MPO | 3. Bay County TPO
Tampa-St. Petersburg** | 4. Capital Region TPO
non-TMA MPO | 5. Gainesville MPO
Jacksonville | 6. North Florida TPO
non-TMA MPO | 7. Ocala/Marion County TPO
non-TMA MPO | 8. Hernando/Citrus MPO
non-TMA MPO | 9. Lake-Sumter MPO
Palm Coast-Daytona Beach-Port Orange | 10. River to Sea TPO
Orlando | 11. MetroPlan Orlando
Kissimmee | 12. Space Coast TPO
Melbourne-Palm Bay | 13. Pasco County MPO
Tampa-St. Petersburg** | 14. Forward Pinellas
Lakeland | 15. Hillsborough MPO
Winter Haven | 16. Polk TPO
non-TMA MPO | 17. Indian River County MPO
Sarasota-Bradenton | 18. Sarasota/Manatee MPO
non-TMA MPO | 19. Heartland Regional TPO
Port St. Lucie** | 20. St. Lucie TPO
non-TMA MPO | 21. Martin MPO
Cape Coral | 22. Charlotte County-Punta Gorda MPO
Bonita Springs | 23. Lee County MPO
Miami** | 24. Collier MPO
Broward MPO | 25. Palm Beach TPA
Miami-Dade MPO | 26. Broward MPO
  
** Urbanized population over 200,000
** Tampa-St. Petersburg, Port St. Lucie and Miami TMAs contain multiple MPoS.
Figure 2: Florida's Distribution of TA Set-Aside Program Funds

- TA Set-aside: $51,733,446
  - Recreational Trails Set-aside: $2,602,532
  - Remaining TA Set-aside: $49,130,914

- TA Available Anywhere in the State: $24,565,457
  - TA Available for Sub-allocation: $24,565,457

- TA Available for Urbanized Areas > 200K Population: $18,989,361
- TA Available for Urbanized Areas > 5K but < 200K Population: $3,277,798
- TA Available for Urbanized Areas < 5K Population: $2,298,298

February 7, 2019
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-TOC.shtml.

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.” 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

<table>
<thead>
<tr>
<th>TA Set-Aside Eligible Project Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Construction, planning and design of on and off-road facilities for bicyclists, pedestrians, and other forms of non-motorized transportation (pedestrian and bicycle facilities)</td>
</tr>
<tr>
<td>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)</td>
</tr>
<tr>
<td>3. Conversion and use of abandoned railroad corridors for non-motorized use</td>
</tr>
<tr>
<td>4. Construction of turnouts, overviews, and viewing areas</td>
</tr>
<tr>
<td>5. Inventory, control or removal of outdoor advertising</td>
</tr>
<tr>
<td>6. Historic preservation and rehabilitation of historic transportation facilities</td>
</tr>
<tr>
<td>7. Vegetation management practices in transportation rights of way</td>
</tr>
<tr>
<td>8. Archaeological activities related to impacts from transportation projects</td>
</tr>
<tr>
<td>9. Environmental mitigation activities</td>
</tr>
<tr>
<td>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></td>
</tr>
</tbody>
</table>

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.

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 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.shtml. 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.

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

<table>
<thead>
<tr>
<th>Process Step</th>
<th>Date Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Planning &amp; Development</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Application Solicitation</td>
<td>October - December</td>
</tr>
<tr>
<td>Application Submittal</td>
<td>January - February</td>
</tr>
<tr>
<td>Committee Presentations</td>
<td>March - April</td>
</tr>
<tr>
<td>Eligibility/Feasibility Determination</td>
<td>May - June</td>
</tr>
<tr>
<td>Work Program Estimate Update</td>
<td>July - mid-August</td>
</tr>
<tr>
<td>Submit Priority List</td>
<td>September</td>
</tr>
</tbody>
</table>

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](image-url)
FOOT TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM GUIDANCE AND PROCEDURES

» 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 and 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 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
Appendix
Appendix A

FDOT Districts and TA Set-Aside Program Contacts

<table>
<thead>
<tr>
<th>District</th>
<th>Contact</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Lori Carlton</td>
<td><a href="mailto:Lori.Carlton@dot.state.fl.us">Lori.Carlton@dot.state.fl.us</a></td>
<td>863-519-2358</td>
</tr>
<tr>
<td>2</td>
<td>Barney Benette</td>
<td><a href="mailto:Barney.Benette@dot.state.fl.us">Barney.Benette@dot.state.fl.us</a></td>
<td>386-961-7878</td>
</tr>
<tr>
<td>3</td>
<td>Maria Showalter</td>
<td><a href="mailto:Maria.Showalter@dot.state.fl.us">Maria.Showalter@dot.state.fl.us</a></td>
<td>850-330-1550</td>
</tr>
<tr>
<td>4</td>
<td>Mya Williams</td>
<td><a href="mailto:Mya.Williams@dot.state.fl.us">Mya.Williams@dot.state.fl.us</a></td>
<td>954-777-4608</td>
</tr>
<tr>
<td>5</td>
<td>Lisa Buscher</td>
<td><a href="mailto:Lisa.Buscher@dot.state.fl.us">Lisa.Buscher@dot.state.fl.us</a></td>
<td>386-943-5452</td>
</tr>
<tr>
<td>6</td>
<td>Xiomara Nunez</td>
<td><a href="mailto:Xiomara.Nunez@dot.state.fl.us">Xiomara.Nunez@dot.state.fl.us</a></td>
<td>305-470-5404</td>
</tr>
<tr>
<td>7</td>
<td>Stephen Benson</td>
<td><a href="mailto:Stephen.Benson@dot.state.fl.us">Stephen.Benson@dot.state.fl.us</a></td>
<td>813-975-6000</td>
</tr>
</tbody>
</table>
# Appendix B

## FDOT Transportation Alternatives Set-Aside Project Eligibility Guidance

<table>
<thead>
<tr>
<th>Eligible</th>
<th>Not Eligible</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Construction, planning and design of on and off-road facilities for bicyclists, pedestrians, and other forms of nonmotorized transportation (pedestrian and bicycle facilities)</td>
<td></td>
</tr>
<tr>
<td>• Pedestrian infrastructure such as new sidewalks, crosswalks, etc.</td>
<td>• Routine maintenance or replacement of existing sidewalks (unless ADA upgrades are needed)</td>
</tr>
<tr>
<td>• Bicycle infrastructure such as bike lanes, bicycle parking, etc.</td>
<td>• Circular trails/sidewalks</td>
</tr>
<tr>
<td>• Bicycle racks for buses</td>
<td>• Facilities located within a property that do not connect to other trails/sidewalks</td>
</tr>
<tr>
<td>• Pedestrian and bicycle signals</td>
<td>• General resurfacing of roadways</td>
</tr>
<tr>
<td>• Bike share infrastructure such as bikes, racks, kiosks</td>
<td>• General recreation and park facilities: playground equipment, sports fields, campgrounds, picnic and pavilion areas</td>
</tr>
<tr>
<td>• New or reconstructed off-road trails that serve a transportation need, such as trails that provide connections to schools, parks, or other public places</td>
<td></td>
</tr>
<tr>
<td>• 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.</td>
<td></td>
</tr>
<tr>
<td>• Trailhead projects that serve trail users such as rest areas with benches, restrooms, trail access improvements, parking, kiosks, etc.</td>
<td></td>
</tr>
<tr>
<td>• Bicycle and pedestrian bridges and underpasses</td>
<td></td>
</tr>
<tr>
<td>• Lighting and other safety related infrastructure</td>
<td></td>
</tr>
<tr>
<td>• Routine maintenance or replacement of existing sidewalks (unless ADA upgrades are needed)</td>
<td></td>
</tr>
<tr>
<td>• Circular trails/sidewalks</td>
<td></td>
</tr>
<tr>
<td>• Facilities located within a property that do not connect to other trails/sidewalks</td>
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</tbody>
</table>

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) | |
| • Americans with Disabilities Act of 1990 compliance projects such as rehabilitation of existing sidewalks, curb ramps, sidewalk widening, etc.) | • Roadway lighting that doesn't benefit non-drivers |
| • Traffic calming techniques | • Promotional materials (except for Safe Routes to School; see Category 10) |
| • Lighting and other safety related infrastructure | • Intersection realignments aimed at improving vehicular flow |
| • Traffic realignments, road diets, or intersection changes that improve bicycle and pedestrian access or safety | • Projects that reorganize pick-up and drop-off primarily for the convenience of drivers |
| • Crosswalks | • Education programs that are primarily focused on bus safety |
| • Pedestrian refuge areas | • Improvements to school bus stops |
| • Crossing improvements that shorten crossing distance, provide access, and/or primarily improve bicycle and pedestrian safety | |

3. Conversion and use of abandoned railroad corridors for non-motorized use | |
| • Developing rails-to-trails facilities, where there is an adjacent line that is no longer active | • Trails for motorized vehicles |
| • Trailhead projects that serve trail users, such as rest areas with benches, restrooms, trail access improvements, parking, etc. | • Maintenance of an existing trail |
| • Construction or reconstruction of multi-use trails within a railroad right-of-way, | |
| • Purchasing and converting unused railroad property for reuse as a trail | |

4. Construction of turnouts, overlooks, and viewing areas | |
| • Turnouts and viewing areas at scenic or historic sites | • Visitor center |
| • Right-of-way acquisition | • Operation or maintenance |
| | • Marketing/promotional materials |

5. Inventory, control or removal of outdoor advertising | |
| • Data collection | • Administration or operating expenses |
| • Removal | |

6. Historic preservation and rehabilitation of historic transportation facilities | |
| • Facilities on historic register or eligible for historic register. | • Operating costs |
| • Rehabilitation of historic surface transportation facilities (bridges, lighthouses, canals, etc.) | • Facilities not open to the public |
| • Historic toll and ferry facilities | • Construction of replica facilities |
| • Historic railroad facilities | • Infrastructure not related to surface transportation (air and space) |
| | • Structures not on or eligible for the national historic register |
### 7. Vegetation management practices in transportation rights of way

<table>
<thead>
<tr>
<th>Eligible</th>
<th>Not Eligible</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Removal of invasive species and plant native plants</td>
<td>• Standalone landscaping</td>
</tr>
<tr>
<td>• Planting of native species that can help control erosion and ensure</td>
<td>• Planting of annuals</td>
</tr>
<tr>
<td>that roadsides are stable, look nice, and provide clear sightlines</td>
<td></td>
</tr>
<tr>
<td>• Planting of vegetation to attract honey bees, monarch butterflies, etc.</td>
<td></td>
</tr>
<tr>
<td>• Standalone landscaping</td>
<td></td>
</tr>
</tbody>
</table>

### 8. Archaeological activities related to impacts from transportation projects

<table>
<thead>
<tr>
<th>Eligible</th>
<th>Not Eligible</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Archaeological excavations and surveys related to a transportation</td>
<td>• Archaeological activities not related to a</td>
</tr>
<tr>
<td>project</td>
<td>transportation project eligible under federal</td>
</tr>
<tr>
<td>• Archaeological activities required as part of a TA Set-aside eligible</td>
<td>Title 23</td>
</tr>
<tr>
<td>project</td>
<td></td>
</tr>
<tr>
<td>• Interpretation and display of artifacts discovered as part of a</td>
<td></td>
</tr>
<tr>
<td>transportation project</td>
<td></td>
</tr>
</tbody>
</table>

### 9. Environmental mitigation activities

<table>
<thead>
<tr>
<th>Eligible</th>
<th>Not Eligible</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Pollution prevention, abatement and mitigation activities to address</td>
<td>• Drainage improvements related to poor</td>
</tr>
<tr>
<td>storm water management, control and water pollution prevention or</td>
<td>maintenance and/or upgrades to inadequate</td>
</tr>
<tr>
<td>abatement related to highway construction or due to highway runoff,</td>
<td>systems</td>
</tr>
<tr>
<td>including activities listed in Sections 133(b), 328(a), and 329.</td>
<td>• Stormwater management activities not related</td>
</tr>
<tr>
<td>• Reduction in vehicle caused wildlife mortality such as a wildlife</td>
<td>to highway runoff and water pollution</td>
</tr>
<tr>
<td>crossing or fencing</td>
<td></td>
</tr>
<tr>
<td>• Restoration and maintenance of the connectivity among terrestrial or</td>
<td></td>
</tr>
<tr>
<td>aquatic habitats (e.g. surmountable curbs for turtles)</td>
<td></td>
</tr>
<tr>
<td>• Erosion and sediment control</td>
<td></td>
</tr>
<tr>
<td>• Native plantings</td>
<td></td>
</tr>
<tr>
<td>• Minimizing impervious surfaces</td>
<td></td>
</tr>
</tbody>
</table>

### 10. Safe Routes to School

Safe Routes to School projects are eligible under TA Set-Aside. For additional information on eligible activities, see [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). Note: FDOT also has a state Safe Routes to School Program. For more information on that program visit [http://www.srtsfl.org/](http://www.srtsfl.org/)

<table>
<thead>
<tr>
<th>Eligible</th>
<th>Not Eligible</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Bicycle and pedestrian education targeting student travel (grades K-8)</td>
<td>• Bicycle and pedestrian education campaigns for</td>
</tr>
<tr>
<td>• Public awareness campaigns and outreach to press and community leaders</td>
<td>the general</td>
</tr>
<tr>
<td>• Traffic education and enforcement in the vicinity of schools</td>
<td>public</td>
</tr>
<tr>
<td>• Student sessions on bicycle and pedestrian safety, health, and</td>
<td></td>
</tr>
<tr>
<td>environment</td>
<td></td>
</tr>
<tr>
<td>• Funding for training, volunteers, and managers of safe routes to school</td>
<td></td>
</tr>
<tr>
<td>program</td>
<td></td>
</tr>
<tr>
<td>• Infrastructure projects</td>
<td></td>
</tr>
<tr>
<td>• Sidewalk improvements</td>
<td></td>
</tr>
<tr>
<td>• Traffic calming and speed reduction improvements</td>
<td></td>
</tr>
<tr>
<td>• Pedestrian and bicycle crossing improvements</td>
<td></td>
</tr>
<tr>
<td>• On-street bicycle facilities</td>
<td></td>
</tr>
<tr>
<td>• Off-street bicycle and pedestrian facilities</td>
<td></td>
</tr>
<tr>
<td>• Secure bicycle parking facilities</td>
<td></td>
</tr>
<tr>
<td>• Traffic diversion improvements in the vicinity of schools</td>
<td></td>
</tr>
</tbody>
</table>
Appendix C

FDOT Sample TA Project Application Form

(please contact your FDOT District Office for specific application materials)
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 ☐ Not LAP Certified
(Year of Certification:
)

☐ 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:

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.

<table>
<thead>
<tr>
<th>Planning</th>
<th>PD&amp;E</th>
<th>Design</th>
<th>R/W Acquisition</th>
<th>Construction</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Applicant’s Staff</td>
<td>☐ Applicant’s Staff</td>
<td>☐ Applicant’s Staff</td>
<td>☐ Applicant’s Staff</td>
<td>☐ Applicant’s Staff</td>
</tr>
<tr>
<td>☐ Applicant’s Cons</td>
<td>☐ Applicant’s Cons</td>
<td>☐ Applicant’s Cons</td>
<td>☐ FDOT</td>
<td>☐ Applicant’s CEI</td>
</tr>
<tr>
<td>☐ FDOT</td>
<td>☐ FDOT</td>
<td>☐ FDOT</td>
<td>☐ FDOT</td>
<td>☐ FDOT</td>
</tr>
</tbody>
</table>

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.
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

Project Development & Environment Study

Preliminary Engineering / Final Design Plans

Construction

Construction Engineering & Inspection Activities

Other (Describe)

Total Estimated Cost

$0

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

PROJECT FUNDING

<table>
<thead>
<tr>
<th>TA FUNDS</th>
<th>LOCAL FUNDS</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$</td>
<td>$0</td>
</tr>
</tbody>
</table>

*(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

<table>
<thead>
<tr>
<th>Application Complete</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Eligible</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Implementation Feasible</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Include in Work Program</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>
FLORIDA DEPARTMENT OF TRANSPORTATION
2021 TRANSPORTATION ALTERNATIVES PROGRAM
FUNDING APPLICATION FOR FISCAL YEAR FY 2027

APPLICANT INFORMATION

<table>
<thead>
<tr>
<th>Agency/Organization Name: Click here to enter text.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency Contact Name: Click here to enter text.</td>
</tr>
<tr>
<td>Title: Click here to enter text.</td>
</tr>
<tr>
<td>Mailing Address: Click here to enter text.</td>
</tr>
<tr>
<td>City: Click here to enter text.</td>
</tr>
<tr>
<td>State: FL</td>
</tr>
<tr>
<td>Zip Code: Click here to enter text.</td>
</tr>
<tr>
<td>County: Click here to enter text.</td>
</tr>
<tr>
<td>MPO/TPO (if applicable): Click here to enter text.</td>
</tr>
<tr>
<td>Telephone: Click here to enter text.</td>
</tr>
<tr>
<td>Email Address: Click here to enter text.</td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>LAP Sponsor/Implementing Agency Name: Click here to enter text.</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP Sponsor/Implementing Agency Contact Name: Click here to enter text.</td>
</tr>
<tr>
<td>Title: Click here to enter text.</td>
</tr>
<tr>
<td>Mailing Address: Click here to enter text.</td>
</tr>
<tr>
<td>City: Click here to enter text.</td>
</tr>
<tr>
<td>State: FL</td>
</tr>
<tr>
<td>Zip Code: Click here to enter text.</td>
</tr>
<tr>
<td>Telephone: Click here to enter text.</td>
</tr>
<tr>
<td>Email Address: Click here to enter text.</td>
</tr>
</tbody>
</table>
**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](https://www.fdot.gov/safety/2A-Programs/Safe-Routes.shtm).*

**PROJECT LOCATION:**

<table>
<thead>
<tr>
<th>Roadway name: *</th>
<th><em>Click here to enter text.</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ On-State System Road</td>
<td>☐ Off-State System Road</td>
</tr>
<tr>
<td>(State Roadway)</td>
<td>(Local Roadway)</td>
</tr>
<tr>
<td>Roadway number: *</td>
<td><em>Click here to enter text.</em></td>
</tr>
<tr>
<td>(i.e. US, SR, CR, etc., if applicable)</td>
<td></td>
</tr>
</tbody>
</table>

*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.*

<table>
<thead>
<tr>
<th>South or West Termini: <em>Click here to enter text.</em></th>
<th>North or East Termini: <em>Click here to enter text.</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Name/Mile Post/Other</td>
<td>Street Name/Mile Post/Other</td>
</tr>
<tr>
<td>Project Length (in miles): <em>Click here to enter text.</em></td>
<td></td>
</tr>
<tr>
<td>Attachment included? ☐ Yes ☐ No</td>
<td>A location map with aerial view is attached to this application. ☐ Yes (Required)</td>
</tr>
<tr>
<td></td>
<td>Label important features, roadways, etc. to clearly locate and show the boundaries of the project.</td>
</tr>
</tbody>
</table>
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:

<table>
<thead>
<tr>
<th>A detailed scope of work is attached.</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>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.</td>
<td>Yes (Required)</td>
<td></td>
</tr>
<tr>
<td>Conceptual or design plans are attached.</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Typical Section drawings are attached.</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Other attachment (e.g. studies, documentation to support the project).</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>If yes, please describe: Click here to enter text.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PUBLIC INVOLVEMENT:

<table>
<thead>
<tr>
<th>Has the applicant received input from stakeholders?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Briefly explain: Click here to enter text.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Have public information or community meetings been held?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>If yes, please provide a brief description and attach supporting documentation:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Click here to enter text.</td>
<td></td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Describe public and private support for the project (e.g. petitions, endorsements, resolutions, letters of support):</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Click here to enter text.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Is the project within limits of wetlands, contamination/hazardous waste areas or endangered/threatened species?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>If Yes, specify and provide documentation:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Click here to enter text.</td>
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<td></td>
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</table>

<table>
<thead>
<tr>
<th>Is environmental permitting required?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>If Yes, specify and provide documentation:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Click here to enter text.</td>
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<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Provide any additional project specific information that should be considered:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Click here to enter text.</td>
<td></td>
</tr>
</tbody>
</table>


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:

<table>
<thead>
<tr>
<th>Planning</th>
<th>PD&amp;E</th>
<th>Preliminary Engineering/ Final Design</th>
<th>ROW</th>
<th>Construction</th>
<th>CEI</th>
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<tbody>
<tr>
<td>☐ Implementing agency staff</td>
<td>N/A</td>
<td>☐ Implementing agency staff</td>
<td>N/A</td>
<td>☐ Implementing agency staff</td>
<td>☐ Implementing agency staff</td>
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<tr>
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<tr>
<td>☐ Not applicable</td>
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<td>☐ Not applicable</td>
</tr>
</tbody>
</table>

*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.

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.*

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

*FOOT does not allow programming for contingency costs. Any contingency costs should be accounted for using local funds.*
Certification of Project Sponsor

I hereby certify that the proposed project herein described is supported by (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 (sponsoring entity) will follow through on the project once programmed in the Florida Department of Transportation's Work Program.
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
Safe Routes to Schools (SRTS)

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.
### 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

<table>
<thead>
<tr>
<th>SCHOOL NAME: ____________________________</th>
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<tbody>
<tr>
<td>SCHOOL ADDRESS: _________________________</td>
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<tr>
<td>COUNTY: __________________ CITY: __________ ZIP: __________</td>
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<tr>
<td>TYPE: Select __________________ CONGRESSIONAL DISTRICT: __________</td>
</tr>
<tr>
<td>PRINCIPAL’S NAME: ______________________</td>
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<tr>
<td>(Printed) EMAIL: ________________________</td>
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<tr>
<td>PHONE #: __________________ E-MAIL: __________</td>
</tr>
<tr>
<td>PRINCIPAL’S SIGNATURE: __________________ DATE: __________</td>
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</tbody>
</table>

#### 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: __________________ Applicant DATE: __________ |

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

| ATTENDEE’S SIGNATURE: __________________ DATE: __________ |
## 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:** __________________________
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: □ City □ County □ Other, Including FDOT (Explain below)
Construction: □ City □ County □ Other, Including FDOT (Explain below)
Maintenance: □ City □ County □ 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.
### SECTION 3 – BACKGROUND INFORMATION: FIVE E’S

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: [http://www.saferoutesinfo.org/guide/](http://www.saferoutesinfo.org/guide/)

<table>
<thead>
<tr>
<th>1. ENGINEERING</th>
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<td>1A. PAST:</td>
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<td>1B. FUTURE:</td>
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<th>2. EDUCATION</th>
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<th>3. ENCOURAGEMENT</th>
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<td>3B. FUTURE:</td>
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<td>4B. FUTURE:</td>
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<th>5. EVALUATION</th>
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<td>5A. PAST:</td>
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<td>5B. FUTURE:</td>
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### SECTION 4 – PROBLEM IDENTIFICATION
### 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 students 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: __________________________
## 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.

<table>
<thead>
<tr>
<th>Request #1 St. Name:</th>
<th>Maintaining Agency:</th>
<th>City</th>
<th>County</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>From:</td>
<td>To:</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Project’s closest point to school:</td>
<td>0 to ¼ mile;</td>
<td>½ to 1 mile;</td>
<td>1 to 1 ½ miles;</td>
<td>1 ½ miles+</td>
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</tbody>
</table>

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<tr>
<th>Request #2 St. Name:</th>
<th>Maintaining Agency:</th>
<th>City</th>
<th>County</th>
<th>State</th>
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</thead>
<tbody>
<tr>
<td>From:</td>
<td>To:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project’s closest point to school:</td>
<td>0 to ¼ mile;</td>
<td>½ to 1 mile;</td>
<td>1 to 1 ½ miles;</td>
<td>1 ½ miles+</td>
</tr>
</tbody>
</table>

See Attachment for additional project sites: 

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

[ ] Continuation of Existing Sidewalk  [ ] New Sidewalk
[ ] Continuation of Existing Bike Lane  [ ] New Bike Lane (includes re-striping or reconstruction)
[ ] Continuation of Paved Shoulder  [ ] New Paved Shoulder
[ ] Continuation of Shared Use Path  [ ] 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: 

Describe any other requests:

### C. TRAFFIC CONTROLS

Mark all that apply in regard to traffic control devices:

[ ] We have all necessary traffic control devices (Proceed to E)
[ ] We need pedestrian signals (features)  [ ] We need other school-related signals or beacons
[ ] We need traffic signs  [ ] We need other school-related signs
[ ] We need marked crosswalks  [ ] We need other roadway markings

Describe the existing and needed traffic controls:

### D. TRAFFIC DATA

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

<table>
<thead>
<tr>
<th>St 1: Posted Speed Limit:</th>
<th>Operating Speed:</th>
<th>AADT:</th>
</tr>
</thead>
<tbody>
<tr>
<td>St 2: Posted Speed Limit:</td>
<td>Operating Speed:</td>
<td>AADT:</td>
</tr>
</tbody>
</table>

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**SECTION 6 – COST ESTIMATE**
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

<table>
<thead>
<tr>
<th>Construction Cost</th>
<th>Maintenance of Traffic (MOT)</th>
<th>Mobilization</th>
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Subtotal

<table>
<thead>
<tr>
<th>Total Construction Cost</th>
<th>Professional Engineering Design</th>
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<tr>
<th>Construction Engineering and Inspection</th>
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</table>

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)
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>
<thead>
<tr>
<th>Number</th>
<th>Project</th>
<th>Location</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Americans with Disabilities Act Modifications</td>
<td>AT: Gainesville Metropolitan Areawide</td>
<td>Modifications to Deficient Sidewalks, Ramps and Transit Stops</td>
</tr>
<tr>
<td>2</td>
<td>Archer Road [SR 24]</td>
<td>FM: SW 34 Street [SR 121] TO: SW 16 Avenue [SR 226]</td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2. Conduct a pedestrian signal analysis at the Downtown Connector Rail-Trail crossing.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3. Conduct a line-of-sight analysis of the curve.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>4. Increase visibility of both motorists and trail users; and</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5. Analyze options for traffic calming at the crossing. [22,500 AADT]</td>
</tr>
<tr>
<td>3</td>
<td>Williston Road [SR 331] @ Downtown Connector Rail-Trail</td>
<td>FM: SW 34 Street [SR 121] TO: SW 16 Avenue [SR 226]</td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2. Conduct a pedestrian signal analysis at the Downtown Connector Rail-Trail crossing.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3. Conduct a line-of-sight analysis of the curve.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>4. Increase visibility of both motorists and trail users; and</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5. Analyze options for traffic calming at the crossing. [22,500 AADT]</td>
</tr>
<tr>
<td>4</td>
<td>Glen Springs Braid</td>
<td>FM: Gainesville High School TO: NW 34 Street [SR 121]</td>
<td>Construct Bicycle/Pedestrian Trail</td>
</tr>
<tr>
<td>5</td>
<td>Gainesville Regional Utilities Right-Of-Way</td>
<td>FM: Depot Park TO: Williston Road [SR 331]</td>
<td>Construct Bicycle/Pedestrian Trail</td>
</tr>
<tr>
<td>6</td>
<td>NE 27 Avenue</td>
<td>FM: State Road 222 TO: State Road 26</td>
<td>Construct 8-Foot Multiuse Path on North Side of Roadway</td>
</tr>
<tr>
<td>7</td>
<td>Williston Road [SR 331]</td>
<td>FM: Sweetwater Wetlands Park TO: Gainesville-Hawthorne Rail/Trail Connector</td>
<td>Construct Bicycle/Pedestrian Trail</td>
</tr>
<tr>
<td>9</td>
<td>NW 143 Street</td>
<td>FM: Newberry Road [SR 26] TO: NW 39 Avenue [SR 222]</td>
<td>Complete Sidewalk Network</td>
</tr>
<tr>
<td>10</td>
<td>NW 6 Street Rail/Trail Extension</td>
<td>FM: NW 16 Avenue TO: NW 39 Avenue [SR 222]</td>
<td>Extend the Rail/Trail North to NW 39 Avenue</td>
</tr>
<tr>
<td>11</td>
<td>NW 42 Avenue</td>
<td>FM: NW 13 Street TO: NW 6 Street</td>
<td>Construct Sidewalk</td>
</tr>
</tbody>
</table>
Table 1 (Continued)
Bicycle/Pedestrian Priorities
Gainesville Metropolitan Area
Fiscal Years 2021-22 to 2025-26

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

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.

<table>
<thead>
<tr>
<th>Safety Topic</th>
<th>Performance Measure</th>
<th>Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Fatality</td>
<td>Zero</td>
<td></td>
</tr>
<tr>
<td>2 Serious Injuries</td>
<td>Zero</td>
<td></td>
</tr>
<tr>
<td>3 Non-Motorized Fatalities and Serious Injuries</td>
<td>Zero</td>
<td></td>
</tr>
<tr>
<td>4 Fatalities Per 100 Million Vehicle Miles Travelled</td>
<td>Zero</td>
<td></td>
</tr>
<tr>
<td>5 Serious Injuries Per 100 Million Vehicle Miles Travelled</td>
<td>Zero</td>
<td></td>
</tr>
</tbody>
</table>

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
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
## REVENUE

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Florida Department of Transportation</td>
<td>$597,700</td>
</tr>
<tr>
<td>Florida Transportation Disadvantaged Commission</td>
<td>23,900</td>
</tr>
<tr>
<td>Alachua County</td>
<td>9,600</td>
</tr>
<tr>
<td>City of Gainesville</td>
<td>14,400</td>
</tr>
<tr>
<td>In-Kind Contributions</td>
<td>107,500</td>
</tr>
</tbody>
</table>

**TOTAL REVENUE** $753,100

## EXPENSES

<table>
<thead>
<tr>
<th>Expense</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractual Services</td>
<td>$612,500</td>
</tr>
<tr>
<td>Legal Advertisements</td>
<td>25,100</td>
</tr>
<tr>
<td>Audit</td>
<td>7,100</td>
</tr>
<tr>
<td>Travel</td>
<td>200</td>
</tr>
<tr>
<td>Memberships</td>
<td>500</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>200</td>
</tr>
<tr>
<td>In-Kind Services (Florida Department of Transportation)</td>
<td>107,500</td>
</tr>
</tbody>
</table>

**TOTAL EXPENSES** $753,100
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION  
FOR THE GAINESVILLE URBANIZED AREA  
BUDGET  
Fiscal Year October 1, 2019 to September 30, 2020  
Adopted August 26, 2019

<table>
<thead>
<tr>
<th>REVENUE</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Florida Department of Transportation</td>
<td>$ 883,000</td>
</tr>
<tr>
<td>Florida Transportation Disadvantaged Commission</td>
<td>24,900</td>
</tr>
<tr>
<td>Alachua County</td>
<td>9,600</td>
</tr>
<tr>
<td>City of Gainesville</td>
<td>14,400</td>
</tr>
<tr>
<td>In-Kind Contributions</td>
<td></td>
</tr>
<tr>
<td>(Florida Department of Transportation)</td>
<td>157,600</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td><strong>$ 1,089,500</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractual Services</td>
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</tr>
<tr>
<td>Legal Advertisements</td>
<td>9,000</td>
</tr>
<tr>
<td>Audit</td>
<td>7,200</td>
</tr>
<tr>
<td>Travel</td>
<td>2,000</td>
</tr>
<tr>
<td>Memberships</td>
<td>500</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>500</td>
</tr>
<tr>
<td>In-Kind Services (Florida Department of Transportation)</td>
<td>157,600</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td><strong>$ 1,089,500</strong></td>
</tr>
</tbody>
</table>
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\mtpo\memo\bike-ped_master_plan_contract_authorization_oct26.docx
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\sk2\mtpo\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

DISTRICT 1
DISTRICT 2
DISTRICT 3
DISTRICT 4
DISTRICT 5
DISTRICT 6
DISTRICT 7
FLORIDA'S TURNPIKE
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.
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
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 to learn about the current goals and strategies driving Florida’s transportation future.
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).

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.

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.

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).
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.

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 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.

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 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 to 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 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
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.

Putting the right street in the right place

FDOT CONTEXT CLASSIFICATIONS

C1-Natural
Lands preserved in a natural or wilderness condition, including lands unsuitable for settlement due to natural conditions.

C2T-Rural Town
Small concentrations of developed areas immediately surrounded by natural areas: includes many historic towns.

C3C - Suburban Commercial
Mostly non-residential uses with large building footprints and large parking lots within large blocks and a disconnected or sparse roadway network.

C5 - Urban Center
Mix of uses set within small blocks with a well-connected roadway network. Typically concentrated around a few blocks and identified as part of a civic or economic center of a community, town, or city.

C2-Rural
Sparsely settled lands; may include agricultural land, grassland, woodland, and wetlands.

C3R - Suburban Residential
Mostly residential uses within large blocks and a disconnected or sparse roadway network.

C4 - Urban General
Mix of uses set within small blocks with a well-connected roadway network. May extend long distances. The roadway network usually connects to residential neighborhoods immediately along the corridor or behind the uses fronting the roadway.

C6 - Urban Core
Areas with the highest densities and building heights, and within FDOT classified Large Urbanized Areas (population >1,000,000). Many are regional centers and destinations. Buildings have mixed uses, are built up to the roadway, and are within a well-connected roadway network.
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:

<table>
<thead>
<tr>
<th>Phase</th>
<th>Duration</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning (1-2 years)</td>
<td></td>
<td>Identifies long range transportation goals; Conducts work program meetings with local governments; May identify preliminary alternatives and initial feasibility.</td>
</tr>
<tr>
<td>PD&amp;E (1-7 years)</td>
<td></td>
<td>Documents the need for the project; Develops alternatives to meet the need; Evaluates environmental impacts; Considers input from the public.</td>
</tr>
<tr>
<td>Design (1-3 years)</td>
<td></td>
<td>Surveys land; Prepares construction plans; Identifies Right of Way requirements.</td>
</tr>
<tr>
<td>Right of Way (2-3 years)</td>
<td></td>
<td>Acquires the needed property; Provides relocation assistance; Conducts demolition of structures.</td>
</tr>
<tr>
<td>Construction (5 years)</td>
<td></td>
<td>Oversees project construction; Conducts inspection of materials.</td>
</tr>
<tr>
<td>Transportation System Mangement &amp; Operations (on-going)</td>
<td></td>
<td>Maintains facility throughout its design life: lighting, pavement, roadsides, spills, signs, etc.</td>
</tr>
</tbody>
</table>
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.
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/.

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.
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.

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.

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.

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 to learn more about TSM&O.
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](http://www.blob.core.windows.net/sitefinity/docs/default-source/planning/policy/briefing_sheets_fuel_tax_revenues_0805-01.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](https://www.fdot.gov/workprogram) for the latest breakdown of Work Program funding by source.
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.shtml

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

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

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 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

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.

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.

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.

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.

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.
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.

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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. 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.

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 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 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 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.

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**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).
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

<table>
<thead>
<tr>
<th>MONTH</th>
<th>STANDARD</th>
<th>CHARGEABLE ACCIDENTS/100,000 MILES</th>
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## TRANSPORTATION DISADVANTAGED SERVICE PLAN STANDARDS
### ALACHUA COUNTY, JULY - SEPTEMBER 2020

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### CALL HOLD TIME

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

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

On-Time Performance Standard
90%

Source: MV Contract Transportation, Inc. On-Time Analysis
TRANSPORTATION DISADVANTAGED SERVICE PLAN STANDARDS
ALACHUA COUNTY, JULY - SEPTEMBER 2020

<table>
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<th>MONTH</th>
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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.
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.
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<th>MTPO MEETING MONTH</th>
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<th>B/ PAB [At 7:00 p.m.]</th>
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<td>November 19</td>
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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