

**GAINESVILLE URBANIZED AREA
METROPOLITAN TRANSPORTATION
PLANNING ORGANIZATION**

**UNIFIED PLANNING WORK PROGRAM
FISCAL YEAR 2008**

(July 1, 2007 through June 30, 2008)

Federal Project ID Number: FAP 02410(45)M

CFDA Numbers:

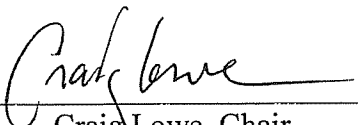
20.205 - Highway Planning and Construction - Federal Highway Administration

20.505 - Federal Transit Technical Studies Grant (Metropolitan Planning) -
Federal Transit Administration

FDOT Financial Project ID- 214094-6-14-01

Approved by the

Metropolitan Transportation Planning Organization
For The Gainesville Urbanized Area
2009 NW 67th Place, Suite A
Gainesville, Florida 32653



Craig Lowe, Chair

Adopted April 12, 2007

GAINESVILLE URBANIZED AREA
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION

UNIFIED PLANNING WORK PROGRAM

FISCAL YEAR 2008

(July 1, 2007 through June 30, 2008)

Prepared by:

Metropolitan Transportation Planning Organization
For The Gainesville Urbanized Area
2009 NW 67th Place, Suite A
Gainesville, Florida 32653-1603

Phone- (352) 955-2200
Fax- (352) 955-2209
Website- www.ncfrpc.org

This report was financed in part by the U.S. Department of Transportation, Federal Highway Administration, the Federal Transit Administration, the Florida Department of Transportation, the City of Gainesville and Alachua County.

Federal Project ID Number: FAP 02410(45)M

CFDA Numbers:

20.205 - Highway Planning and Construction - Federal Highway Administration
20.505 - Federal Transit Technical Studies Grant (Metropolitan Planning) -
Federal Transit Administration

FDOT Financial Project ID- 214094-6-14-01

(page left blank intentionally)

TABLE OF CONTENTS

	<u>Page</u>
I. INTRODUCTION	1
II. ORGANIZATION AND MANAGEMENT	5
III. WORK PROGRAM	9

1.0 ADMINISTRATION

1.1	Program Management	11
1.2	Functional and Financial Responsibility	17
1.3	Professional Development	21
1.4	Program Reporting	23
1.5	State Support and Program Management and Technical Assistance FTA ..	25

2.0 SURVEILLANCE ACTIVITIES

2.1	System Characteristics	29
2.2	System-Associated Characteristics	31

3.0 SYSTEM PLANNING

3.1	System Review and Analysis	33
3.2	Long Range Plan Update	37
3.3	Transportation Disadvantaged Program	39
3.4	Transportation Systems Management (TSM)/ Transportation Demand Management (TDM) Element	43
3.5	Management Systems	47
3.6	Charrette Element	49
3.7	Regional Planning	51
3.8	Planned Growth and Transportation Improvement Consistency	53
3.9	Bus Rapid Transit Feasibility Study	55

SUMMARY BUDGET TABLES

Table 1:	Agency Participation Table	57
Table 2:	Funding Source Table	58
Table 3:	Estimate for the Total Expenditures for the Prior Fiscal Year UPWP ...	59

TABLE OF CONTENTS (Continued)

	<u>Page</u>
APPENDIX A- FUNDING CODES	A-1
APPENDIX B- GRANT APPLICATION, CERTIFICATIONS AND ASSURANCES REQUIRED IN THE MPO UPWP	B-1
APPENDIX C- 8 METROPOLITAN PLANNING FACTORS AND PLANNING EMPHASIS AREAS FOR FISCAL YEAR 2008 RELATIONSHIP TO MPO UPWP TASKS	C-1
APPENDIX D- LIST OF ACRONYMS	D-1
APPENDIX E- GAINESVILLE METROPOLITAN AREA (GMA) PLANNING STUDIES	E-1
APPENDIX F- COST ALLOCATION FOR THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL	F-1
APPENDIX G- BUSINESS PLAN	G-1
APPENDIX H- AMENDMENTS TO THE FISCAL YEAR 2008 UNIFIED PLANNING WORK PROGRAM	H-1
APPENDIX I- TITLE VI PROGRAM	I-1
APPENDIX J- 9 STATE PLANNING EMPHASIS AREAS	J-1
APPENDIX K- SUMMARY OF DISTRICT PLANNING ACTIVITIES ...	K-1
APPENDIX L- CONSULTANT DOLLARS	L-1
APPENDIX M- CERTIFICATION	M-1

I. INTRODUCTION

UNIFIED PLANNING WORK PROGRAM- DEFINED

The Fiscal Year 2008 Unified Planning Work Program (UPWP) for the Metropolitan Transportation Planning Organization (MTPO) for the Gainesville Urbanized Area outlines and describes the planning efforts to be undertaken by participating agencies to maintain a comprehensive, cooperative and continuing transportation planning program in the Gainesville Metropolitan Area.

This UPWP has been prepared to define the tasks and anticipated funding requirements of the Gainesville Metropolitan Area transportation planning process for Fiscal Year 2008. This document serves to inform all public officials and agencies who contribute manpower and allocate funds to the transportation planning process in the Gainesville Metropolitan Area. In addition, the UPWP provides the basis for federal funding of transportation planning activities identified in the document.

Transportation planning in the Gainesville Metropolitan Area is currently guided by a transportation plan using input from public officials, technical experts and local citizens. State and federal governments participate in this planning process through the Florida Department of Transportation (FDOT), the Federal Highway Administration (FHWA), the Federal Aviation Administration (FAA), the Environmental Protection Agency (EPA) and the Federal Transit Administration (FTA).

The metropolitan area transportation planning process is administered by the MTPO. Voting members of the MTPO include the Gainesville City Commission and the Alachua County Commission. Non-voting members include the Florida Department of Transportation, the University of Florida and a Rural Advisor selected by the Alachua County League of Cities. The North Central Florida Regional Planning Council (NCFRPC) provides staff services to the MTPO.

OVERVIEW OF LOCAL AND REGIONAL COMPREHENSIVE TRANSPORTATION PLANNING ACTIVITIES

Local and regional comprehensive transportation planning activities are currently underway in the Gainesville Metropolitan Area. Both the City of Gainesville and Alachua County have adopted comprehensive plans. City and County comprehensive plans are updated on a regular basis. In addition, the NCFRPC has an adopted regional policy plan and the University of Florida has an adopted campus master plan.

These local and regional planning programs are incorporated into the MTPO planning program. This is primarily accomplished through the MTPO's Technical Advisory Committee. City, County, Florida Department of Environmental Protection, Florida Department of Transportation, Gainesville/Alachua County Regional Airport Authority, School Board of Alachua County, St. Johns Water Management District, Planning Council and University of Florida representatives are all members of this Committee.

JUSTIFICATION FOR THE LEVEL OF PLANNING EFFORT DESIGNATED IN THE UPWP

The work tasks included in this document are those necessary to meet the transportation planning needs of the Gainesville Metropolitan Area. These work tasks are also required to maintain a level of proficiency necessary for continued certification by the federal agencies involved. Certification of the area's transportation planning process is required for eligibility to receive federal funds to implement transportation improvement projects.

PLANNING PRIORITIES FACING THE METROPOLITAN PLANNING AREA

- an effective Community Involvement Program that involves citizens in the transportation planning process
- an accurate Transportation Improvement Program that informs the public concerning proposed transportation projects that will be implemented over the next several years
- updated land use and socioeconomic information that supports the long range transportation planning models
- updated level of service information concerning traffic congestion
- an annual review of the long range transportation plan to identify revisions that may be necessary
- updating the long range transportation plan every five years
- staff assistance and support to the Regional Transit System
- development of additional effective modeling systems for the Gainesville Metropolitan Area that view transit, pedestrian and bicycling activities as viable modes of transportation
- identification of tasks that MTPo staff will perform with regard to implementation of FDOT's Efficient Transportation Decision-Making (ETDM) process

TITLES 23 AND 49 FEDERAL TRANSIT ACT

This document contains planning tasks to be performed with funds under *Titles 23 and 49 Federal Transit Act*. These tasks are identified in Task 3.4- Transportation System Management (TSM)/Transportation Demand Management (TDM) Element.

PUBLIC INVOLVEMENT PROCESS

This UPWP was developed by involving the public and other transportation agencies. Planning tasks included in this UPWP were reviewed by the Bicycle/Pedestrian Advisory Board on March 27, Citizens Advisory Committee on March 28 and Technical Advisory Committee on March 28. In addition, this document was reviewed and approved by the Metropolitan Transportation Planning Organization on April 12. These meetings were noticed and time was allocated for public comment. All comments received from the public were considered and revisions were made where appropriate.

Enclosed as Appendix I is the MTPO's latest Title VI statement from the Federal Transit Administration dated June 16, 2005. This information expires on June 16, 2008.

REGIONAL, STATE AND FEDERAL PLANNING EMPHASIS AREAS

Each year, the Florida Department of Transportation identifies Planning Emphasis Areas (PEAs) to promote priority themes for consideration, as appropriate, in metropolitan and statewide transportation planning processes. Enclosed in Appendix J are this year's 9 Planning Emphasis Areas.

The Federal focus and emphasis is on SAFETEA-LU and corresponding Codes of Federal Regulation implementation.

TITLE VI

The UPWP complies with the public involvement provisions of Title VI, which states: No person in the United States shall, on grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

(page left blank intentionally)

II. ORGANIZATION AND MANAGEMENT

PARTICIPANTS AND THEIR RESPECTIVE ROLE IN THE TRANSPORTATION PLANNING PROCESS

The Metropolitan Planning Organization (MPO) for the Gainesville Metropolitan Area consists of the Metropolitan Transportation Planning Organization (MTPO), the Citizens Advisory Committee (CAC), the Technical Advisory Committee (TAC), the Bicycle/Pedestrian Advisory Board (B/PAB), the Design Team and the Alachua County Transportation Disadvantaged Coordinating Board. Each carries out its prescribed responsibilities at regularly scheduled meetings.

The MTPO is responsible for transportation planning in the Gainesville Metropolitan Area. The Technical Advisory Committee (TAC) conducts research, reviews plans and programs and makes recommendations based upon technical expertise. The Citizens Advisory Committee (CAC) and the Bicycle/Pedestrian Advisory Board (B/PAB) provide the MTPO with citizen viewpoints and goal directions. The Design Team includes agency staff and citizens with special expertise in project design. The Alachua County Transportation Disadvantaged Coordinating Board works to increase transportation services to low-income persons, the elderly and persons with disabilities. Additional public input is provided through public meetings, meetings with local civic organizations, public workshops and public hearings.

The work effort required to support the planning process will be conducted by the North Central Florida Regional Planning Council, the Florida Department of Transportation (FDOT) Tallahassee Office and the FDOT, District Two Office. The North Central Florida Regional Planning Council (NCFRPC) assembles and disseminates data, reports and other information generated by the continuing transportation planning process.

PLANNING AND FUNDING AGREEMENTS

The following planning and funding agreements have been executed by the MTPO:

1. Interlocal Agreement for Creation of the Metropolitan Transportation Planning Organization (May 26, 2004)- The purpose of this Agreement is to assure eligibility for the receipt of federal capital and operating assistance pursuant to 23 U.S.C. 134 and Section 3 (a) (2), 4 (a), 5 (g) (1) and 5 (1) of the Urban Mass Transportation Act of 1964, as amended [49 U.S.C. 1602 (a) (2), 1603 (a), and 1604 (g) (1) and (1)], and to implement and ensure a continuing, cooperative and comprehensive transportation planning process that results in coordinated plans and programs consistent with the comprehensively planned development of the affected urbanized area in cooperation with the Florida Department of Transportation.

2. Transportation Planning Funds Joint Participation Agreement (December 7, 2005)- The purpose of this Agreement is to assist in the undertaking of the PL funded portion of the Annual Unified Planning Work Program (UPWP) of the Gainesville Metropolitan Area prepared by the MTPO in conformance with 23 CFR Part 1 and 23 CFR 450, Subpart A, to provide financial assistance to the MTPO for transportation planning related activities, as required under 23 U.S.C. 134, to state the terms and conditions upon which such assistance will be provided, and to recite the understanding as to the manner in which the Project will be undertaken and completed.
3. Standard Joint Participation Agreement for Section 5303 FTA Funds- Cash Match (November 25, 2002)- The purpose of this Agreement is to provide Florida Department of Transportation assistance to the MPO for the undertaking of FTA funded work elements as defined in the UPWP, and to state the terms and conditions upon which such assistance will be provided.
4. Intergovernmental Coordination And Review and Public Transportation Coordination Joint Participation Agreement (January 26, 2007)- The purpose of this Agreement is to set forth mutually acceptable procedures for carrying out the provisions of Title 23 of the Code of Federal Regulations (CFR), Chapter 1, Part 450, Subpart A and B, Governor's Executive Order 83-150 and FHPM 4-1-4.
5. Professional Staff Services Agreement (April 1, 1978)- The purpose of this Agreement is to set forth the responsibilities of the Planning Council and the MTPO in performing the professional staff planning functions relative to the transportation planning process for the Gainesville Metropolitan Area, and to describe the cooperative procedures under which planning and programming will be carried out.

OPERATIONAL PROCEDURES AND BYLAWS

The MTPO has adopted a Policy Manual containing rules and bylaws for the MTPO, its Technical Advisory Committee, Design Team and its Citizens Advisory Committee. The bylaws and rules serve to guide the proper functioning of the Urban Transportation Planning Process for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (MTPO). The intent is to provide procedures and policies for the MTPO and its Advisory Committees for fulfilling the requirements for the MPO transportation planning process for all modes of travel, and to ensure the accomplishment of the planning tasks within a cooperative framework properly related to comprehensive planning on a continuing basis. A copy of the rules and bylaws can be obtained by calling MTPO staff at (352) 955-2200.

**GRANT APPLICATION, CERTIFICATIONS AND ASSURANCES
REQUIRED IN THE MPO UPWP**

The following certifications and assurances are included in Appendix B:

1. Federal Fiscal Year 2008 Certification Regarding Lobbying;
2. Forms Required for Federal Transit Administration Section 5303 Funds:
 - A. Standard Form 424, Application for Federal Assistance;
 - B. Federal Fiscal Year 2008 FTA Certifications and Assurances;
 - C. Section 5303 Planning Line Item Codes - FY 2008 (FTA Funds Only); and
 - D. Section 5303 Approved Project Budget for FY 2008 (total dollars).
3. Federal Fiscal Year 2008 Debarment and Suspension Certification;
4. Statement of Continued Validity of One-time Submissions; and
5. Disadvantaged Business Enterprise Certification.

**8 FEDERAL METROPOLITAN PLANNING FACTORS RELATIONSHIP TO
MPO UPWP TASKS**

The work tasks included in this document are assessed as to their relationship to meeting the eight metropolitan planning factors. These areas are required to be considered as part of the metropolitan planning process by 23 U.S.C. 134(f)(1). The eight metropolitan planning factors are listed and a metropolitan planning area-UPWP work task matrix is provided in Appendix C.

(page left blank intentionally)

III. WORK PROGRAM

The 2008 Unified Planning Work Program (UPWP), covering the Fiscal Year from July 1, 2007 to June 30, 2008, was developed by MTPO staff in cooperation with the Florida Department of Transportation.

The Work Program Section of the UPWP documents each specific transportation planning task to be undertaken during Fiscal Year 2008 including the purpose of the task, previous work accomplished, proposed methodology, responsible agencies, cost estimates and proposed funding sources.

The UPWP is made up of four major sections of which some are further subdivided to individual tasks. Sections Five and Six are included when necessary to show Florida Department of Transportation Statewide and District II planning activities respectively. The final section contains summary tables detailing the UPWP tasks by participating agencies and funding sources.

The four major categories of the UPWP are briefly described as follows:

- 1.0 Administration--includes those functions necessary for proper management of the transportation planning process on a continuing basis. Work tasks include program administration, program development, program review and reporting. Transit planning tasks included in the UPWP are consistent with the:
 - A. Federal focus and emphasis on SAFETEA-LU and corresponding Codes of Federal Regulation implementation; and
 - B. State Planning Emphasis Areas.
- 2.0 Surveillance Activities--includes those work tasks required to provide a continuous monitoring of area travel characteristics and factors affecting travel in the Gainesville Metropolitan Area. Work tasks include collection and analysis of socioeconomic, land use, environmental and transportation system data. Information collected in these tasks is used in other UPWP elements (including the transportation planning element) along with specific project planning activities.
- 3.0 System Planning--includes transportation system planning work tasks related to transit, energy and long or short range transportation planning.
- 4.0 Project Planning--includes more detailed planning tasks needed for special projects usually affecting a significant portion of the study area such as bicycle, airports, corridors and special transit studies.

(page left blank intentionally)

UPWP-FY 2008

UPWP TASK NUMBER:

TASK TITLE:

1.1

Program Management

PURPOSE:

To properly manage the urbanized area transportation study and insure that a continuing, cooperative and comprehensive transportation planning process is maintained throughout the Gainesville Metropolitan Area. The focus of this task is to provide the venue and policy context for the Florida Department of Transportation to consult with local officials.

PREVIOUS WORK COMPLETED:

Work during Fiscal Year 2006/2007 consisted of Staff Support for the MTPO and its Advisory Committees, State and Regional Clearinghouse Review of Transportation Projects and the Community Involvement Program. The Community Involvement Program is designed to give citizens an opportunity to participate at the system planning level and not restrict them to involvement at the project level when it is sometimes too late. In the accomplishment of the Community Involvement Program, Advisory Committee and MTPO meetings are usually held about every other month. In addition, an audit was performed of financial statements of the MTPO for the fiscal year ended September 30, 2006.

METHODOLOGY:

Program Management- professional, technical and administrative activities conducted by staff in accordance with the Professional Staff Services Agreement entered into by the North Central Florida Regional Planning Council (NCFRPC) and the MTPO.

State and Regional Clearinghouse Review of Transportation Projects- to review and comment on state and regional Clearinghouse review projects that pertain to the systemwide 3-C transportation planning process. This does not include state and regional Clearinghouse review of preliminary engineering and construction projects or environmental impact studies on projects.

Financial Statements And Auditor's Report- an audit will be performed of financial statements of the MTPO for the fiscal year ended September 30, 2007. This audit will be performed in accordance with the provisions of OMB Circular A-133.

MTPO Advisory Committees- staff will review materials and attend meetings as necessary in support of the MTPO Advisory Committees. In addition, this task will include paying the City of Gainesville \$6,618 to provide staff support to the Bicycle/Pedestrian Advisory Board when it discusses MTPO issues and agenda items.

Annual Certification- staff will prepare for and assist federal and state officials in the annual certification process. The Annual Certification review meeting is conducted along with the development of the UPWP. This year's certification was signed/completed on February 8, 2007.

Indirect Cost Rate- the indirect cost rate used for MTPO programs is described in Appendix F.

Planning Factors 2 and 8- Consideration of Safety and Security in the Transportation Planning Process

Continuity of Operations Plan- staff will review, and make needed revisions to, its Continuity of Operations Plan as part of addressing consideration of safety and security in the transportation planning process. This plan is concerned with how the MTPO will continue to function in the event of a natural or man-made disaster.

State Planning Emphasis Area #5- Public Involvement

Public Involvement Process - This task will work on increasing public participation, particularly among traditionally underserved segments of the population. In addition, this task will include evaluating the effectiveness of public involvement activities and using the results to improve the public involvement process. This task includes the following work activities:

1. Staff support to the Bicycle/Pedestrian Advisory Board (BPAB), Citizens Advisory Committee (CAC), Technical Advisory Committee (TAC) and Design Team;
2. "Reader friendly" display ads will be published for public hearings;
3. Transportation Information Network workshops will be held as needed;
4. Display ads will be published each year prior to adoption of the Transportation Improvement Program;
5. Annual report information will be published each year;

6. Each year, the public involvement program will be reviewed for overall performance and effectiveness, especially for low-income and minority populations, and if necessary, revised to increase public participation in the transportation planning process;
7. Each year, a document entitled Citizens' Guide to Transportation Planning is updated and distributed to the public;
8. Outreach programs will continue to be provided to identify and involve disadvantaged transportation users, including minority and low-income communities, or any other segment of the business or public community in the transportation planning process;
9. The focus of public involvement efforts will be expanded to include special efforts to engage those, such as low income or minority communities, who may be traditionally underserved and under-represented by the transportation system in order to increase their representation in the planning process;
10. Assessments will be made of the distribution of benefits and adverse environmental impacts at both the plan and project level;
11. Meeting formats will encourage or facilitate participation by minorities or persons with disabilities;
12. Technical information will be available in formats and at places and times conducive to review by minorities;
13. Contacts with minority groups or leaders will be used appropriately to identify information needs and planning/programming issues of concern;
14. Minority media sources will be appropriately included in all notification process for public meetings or public review of agency documents;
15. Ensure that the MTPO planning process is open and that public input is acknowledged and is considered in the MTPO's decision-making; and
16. Outreach programs will continue to identify and involve freight shippers and providers of freight transportation in the transportation planning process.

Service Equity - the following work activities will be implemented:

1. Procedures will be developed to collect and analyze data for assessing the regional benefits and impacts of transportation system investments, such as highway and transit projects in the Long Range Transportation Plan and Transportation Improvement Program, for different socioeconomic groups; and

2. Procedures will be developed to coordinate with citizens and community-based agencies, groups and/or organizations in defining “communities” within the Gainesville Metropolitan Area in assessing potential benefits and impacts of transportation system investments, particularly related to low-income and minority populations, the elderly and disabled, and ethnic or religious groups.

State Planning Emphasis Area #8- Three-Year Business Plan

The MTPO has developed a Three-Year Business Plan that describes major planning activities anticipated to occur two to three years from now. This Business Plan, shown in Appendix G, explains the need for maintaining a PL fund carryover balance in excess of 50 percent of the annual PL fund allocation.

END PRODUCTS:

The products will be good record keeping, a Financial Statement and Auditor's Report (FSAR), an updated Continuity of Operations Plan (COOP), an updated Public Involvement Plan (PIP), a transportation planning program that is accepted and understood by the public and transportation planning and programming that is coordinated with the comprehensively planned development of the urbanized area. Anticipated completion date is June 30, 2008.

	SCHEDULE OF ACTIVITIES											
	2007						2008					
PRODUCT	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
COOP	✓	✓										
FSAR							✓	✓	✓			
PIP				✓	✓	✓						

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$67,606	-	-	-	-	\$67,606
FDOT	-	-	\$14,911	-	-	\$14,911
Alachua County	-	-	-	-	\$9,360	\$9,360
City of Gainesville	-	-	-	-	\$13,980	\$13,980
University of Florida	-	-	-	-	\$2,000	\$2,000
TOTAL	\$67,606	-	\$14,911	-	\$25,340	\$107,857

*Lead Agency

(page left blank intentionally)

UPWP-FY 2008

UPWP TASK NUMBER:

TASK TITLE:

1.2

Functional and Financial Responsibility

PURPOSE:

The preparation of documents used to delineate the functional and financial responsibilities for transportation planning and project implementation.

PREVIOUS WORK COMPLETED:

Unified Planning Work Program- preparation of the Fiscal Year 2007-08 UPWP.

Transportation Improvement Program- preparation of the Fiscal Year 2008 - 2012 Transportation Improvement Program.

METHODOLOGY:

Unified Planning Work Program (UPWP)- The development of a document that contains all transportation and transportation-related planning activities anticipated within the Gainesville Metropolitan Area during the year, regardless of funding source. This will be the first two-year UPWP.

Transportation Improvement Program- The development of a document which is a staged five-year program of transportation improvement projects consistent with the transportation plans of the area. In addition, this task will include:

- A. developing tangible strategies and activities for proactively involving freight shippers and users of public transportation in the development of the transportation improvement program; and
- B. **Planning Factors 2 and 8- Consideration of Safety and Security in the Transportation Planning Process-** The Safe, Accountable, Feasible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) emphasizes the safety and security of transportation systems as a national priority and calls for transportation projects and strategies that "increase the safety and security of transportation systems." This entails communication and collaboration among safety professionals, the enforcement community, and transportation planners in order to successfully integrate safety and security into all stages of the transportation planning process.

C. Federal Funds Obligation Project List- An annual listing of projects for which federal funds have been obligated in the preceding year will be published or otherwise made available for public review. This information will be consistent with the categories identified in the Transportation Improvement Program. This list is included as:

1. Appendix F of the List of Priority Projects (LOPP) document; and
2. Appendix C of the Transportation Improvement Program (TIP) document.

D. This task will assess the distribution of benefits and adverse environmental impacts of proposed Transportation Improvement Program (TIP) projects on various socioeconomic groups identified in Task 2.2.

State Planning Emphasis Area #6- MPO TIP Project Prioritization Process

The MTPO will ensure that its Transportation Improvement Program (TIP) includes a description of the methodology that was used to prioritize projects. The description will include criteria that were used for ranking the projects, and preferably what weights were given to each criteria. The description will be done for highway, transit, bicycle and pedestrian projects.

END PRODUCTS: Anticipated completion date is June 30, 2008.

Fiscal Year 2008 Unified Planning Work Program (UPWP) report prepared and submitted in the third and fourth quarter of Fiscal Year 2007.

Fiscal Years 2009 - 2013 Transportation Improvement Program (TIP) report prepared and submitted in the third and fourth quarter of Fiscal Year 2008, which includes an assessment of the distribution of benefits and adverse environmental impacts of proposed transportation improvement program (TIP) projects on various socioeconomic groups identified in Task 2.2.

Fiscal Year 2007 Federal Funds Obligation Project List prepared and submitted in the first quarter of Fiscal Year 2008 as an appendix to the Fiscal Year 2008 List of Priority Projects document and the Fiscal Years 2008/2009 - 2012/2013 Transportation Improvement Program document.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓						✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$48,000	-	-	-	-	\$48,000
FDOT	-	-	\$10,586	-	-	\$10,586
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
TOTAL	\$48,000	-	\$10,586	-	-	\$58,586

*Lead Agency

(page left blank intentionally)

UPWP-FY 2008

UPWP TASK NUMBER:

1.3

TASK TITLE:

Professional Development

PURPOSE:

To keep up-to-date with the latest techniques and guidelines in transportation planning, management, financing and implementation. To inform all local governments about these new concepts in an effort to streamline and improve the transportation planning process.

PREVIOUS WORK COMPLETED:

During Fiscal Year 2007, staff continued subscriptions to various transportation journals and attended several statewide meetings, seminars and training workshops on urban transportation planning and program management.

There has been an increase in funding to this task to accommodate participation in:

1. FHWA-request/invited and other workshops;
2. Florida Department of Transportation Level of Service Task Team meetings and training workshops to update the Level of Service Handbook;
3. Florida Department of Community Affairs Transportation Concurrency Task Team meetings to address new Florida growth management legislation; and
4. MPO Public Involvement Officer meetings.

METHODOLOGY:

In order to keep abreast of new and changing techniques and guidelines related to transportation planning, various staff members will go to training workshops, seminars and conferences. Prior to incurring any costs related to training workshops, seminars or conferences, prior approval will be obtained from the Florida Department Of Transportation and/or the Federal Highway Administration where necessary. This is the task where travel expenses are billed to PL funds.

MTPO staff plans to attend training workshops as needed and necessary in order to be able to evaluate the reliability of the data used by the traffic forecast model. An MTPO member and an alternate participate in the Florida Metropolitan Planning Organization Advisory Council (MPOAC) quarterly meetings. MTPO staff participates in MPOAC

staff meetings. MTPO staff also participates in Public Involvement Officer meetings in conjunction with the MPOAC meetings. MTPO staff serves on Florida Department of Transportation and Florida Department of Community Affairs statewide transportation task teams and participates in several meetings and training workshops as needed.

The metropolitan transportation planning processes have become critical tools for responding to increasingly complex issues at the State and local levels. Many of these issues are encompassed in previously listed planning emphasis areas (e.g., integrated planning and environmental processes, management and operations, analytical tools and methods) and include much more. The purpose of this task is to enhance the skills and capabilities we use to conduct effective transportation planning processes.

Attendance at workshops, seminars and conferences will increase the expertise of staff with respect to technical tools, data sources, and forecasting models. This will help ensure that staff are adequately prepared to provide information needed to support local decision-making.

END PRODUCT:

None. Anticipated completion date is not applicable.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$42,784	-	-	-	-	\$42,784
FDOT	-	-	\$7,188	-	-	\$7,188
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
TOTAL	\$42,784	-	\$7,188	-	-	\$49,972

*Lead Agency

UPWP-FY 2008

UPWP TASK NUMBER:

1.4

TASK TITLE:

Program Reporting

PURPOSE:

To prepare reporting documents for distribution to local, state and federal agencies.

PREVIOUS WORK COMPLETED:

Preparation of:

Quarterly Progress Reports
Year-end Report
Technical Memorandums

METHODOLOGY:

Quarterly Progress Reports- prepare progress reports on a quarterly basis.
Year-end Report- include a description of accomplishments during the previous year in the North Central Florida Regional Planning Council's (NCFRPC) Annual Report.
Technical Memorandums- preparation of special studies which could not be anticipated. Some of these special studies may be conducted using purchase orders to obtain consultant services for planning related tasks and studies, such as corridor planning studies and charrettes. This arrangement was approved by FDOT District 2 staff on March 19, 2001 after discussing this arrangement with FHWA staff.

END PRODUCTS: Anticipated completion date is not applicable.

Quarterly progress reports to the Florida Department Of Transportation, the Federal Highway Administration and the Federal Transit Administration.

Year-end report of transportation planning accomplishments during the previous year in the North Central Florida Regional Planning Council's (NCFRPC) Annual Report prepared and submitted in the first quarter of calendar year 2008.

Technical Memorandums for the Metropolitan Transportation Planning Organization (MTPO) prepared as needed during the year.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
		✓			✓			✓			✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$35,000	-	-	-	-	\$35,000
FDOT	-	-	\$7,719	-	-	\$7,719
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
TOTAL	\$35,000	-	\$7,719	-	-	\$42,719

*Lead Agency

UPWP-FY 2008

UPWP TASK NUMBER:

1.5

TASK TITLE:State Support and Program Management and
Technical Assistance FTA**PURPOSE:**

To provide guidance and technical assistance to the Metropolitan Transportation Planning Organization (MTPO), MTPO staff and various committees as requested and/or required by Florida Department of Transportation policy for the Federal Transit Administration (FTA) Section 5303 programs.

PREVIOUS WORK COMPLETED:

In past years, this task was divided among various management systems as required to match federal Section 5303 funds by task.

METHODOLOGY:

Management efforts include guidance and supervision of administrative tasks (program management, development, review and reporting) necessary to carry out the transportation planning process within the future urbanized area boundaries of the Gainesville Metropolitan Area. Technical assistance includes both computer usage and staff analysis of various systems and project planning efforts (routine reviews and planning evaluations) as spelled out in current study designs. Match for this task is cash and not "soft match" funds.

END PRODUCT:

Proper and timely response to management and technical problems and/or requests. Anticipated completion date is not applicable.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (Section 5303)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$13,806	-	-	-	-	\$13,806
FDOT	-	-	-	-	-	-
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
TOTAL	\$13,806	-	-	-	-	\$13,806

*Lead Agency

(page left blank intentionally)

(page left blank intentionally)

UPWP-FY 2008

UPWP TASK NUMBER:**TASK TITLE:**

2.1

System Characteristics

PURPOSE:

Routine surveillance activities to assess the network condition and the actual growth and changes in travel demand characteristics. Task 2.1 is a comprehensive multi-agency on-going task that is performed each year by the Florida Department of Transportation, Alachua County and the City of Gainesville. This task is included in the UPWP because of the data collection and reporting done by the Florida Department of Transportation, Alachua County and the City of Gainesville

PREVIOUS WORK COMPLETED:

Traffic Volume Surveillance - City, County and FDOT traffic counting program.
Accident Surveillance Study and Program - City of Gainesville Accident Map and Alachua County Accident Surveillance Program.

METHODOLOGY:

Traffic Volume Surveillance- the maintenance of a traffic count program by FDOT, Alachua County and the City of Gainesville.
Accident Surveillance Study- the collection and analysis of accident data by FDOT, Alachua County and the City of Gainesville.

END PRODUCT: Anticipated completion date is June 30, 2008.

Traffic Volume Surveillance- traffic count information.
Accident Surveillance- accident information.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
MTPO	-	-	-	-	-	-
FDOT	-	-	-	-	-	-
*Alachua County	-	-	-	-	\$37,780	\$37,780
*City of Gainesville	-	-	-	-	\$34,800	\$34,800
University of Florida	-	-	-	-	-	-
TOTAL	-	-	-	-	\$72,580	\$72,580

*Lead Agency

UPWP-FY 2008

UPWP TASK NUMBER:

2.2

TASK TITLE:

System-Associated Characteristics

PURPOSE:

To collect system-associated characteristic information to detect changes in the community growth patterns which influence the volume and pattern of travel.

PREVIOUS WORK COMPLETED:

The Long Range Transportation Plan (LRTP) Update is a two year process that was completed in the second quarter of Fiscal Year 2006. The Year 2025 Long Range Transportation Plan was adopted by the MTPO in November 2005. The final deliverable required by the consultant in the update process was received for review in the third quarter of Fiscal Year 2006.

As part of the transition to Cube/Voyager from TransCAD, MTPO staff attended workshops and training seminars to gain familiarity with the new software package. Staff also used the model to test the transportation impacts of new land use considerations in the urban area through adjustments to the Year 2025 socioeconomic data.

Staff used Year 2000 Census data to identify low-income, minority and other under-represented population groups within the county. This information was used to address service equity issues and other aspects of the LRTP process.

METHODOLOGY:

During the coming year, MTPO staff will work with Alachua County staff and the municipalities in Alachua County as they update their comprehensive plans to refine the Traffic Analysis Zone (TAZ) structure to better represent the goals, objectives, and policies set forth in these plans. Updating and revising the TAZ structure should allow for greater accuracy and flexibility in modeling of land use impacts to the transportation system.

END PRODUCT:

Continued maintenance of the system-associated characteristics data base of land use and socioeconomic information to maintain an accurate and current zonal data file, including the update of ZDATA files. A report proposing changes to the traffic analysis zone delineations that are consistent with and/or compatible to the comprehensive plans of the municipalities located within Alachua County and the impacts to model validity. Anticipated completion date is June 30, 2008.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$25,000	-	-	-	-	\$25,000
FDOT	-	-	\$5,514	-	-	\$5,514
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	\$1,273	\$1,273
University of Florida	-	-	-	-	\$1,000	\$1,000
TOTAL	\$25,000	-	\$5,514	-	\$2,273	\$32,787

*Lead Agency

UPWP-FY 2008

UPWP TASK NUMBER:

3.1

TASK TITLE:

System Review and Analysis

PURPOSE:

To perform continual reviews of the highway system and update networks and plans as needed and identify methods to integrate safety within the planning process.

PREVIOUS WORK COMPLETED:

Staff evaluated the impact of proposed changes to the highway system to reflect land use, policy and other changes. Staff also provided FDOT with the MTPO's transportation priorities in the List of Priority Projects (Federal, State and Local) to use in developing FDOT's District II 5-Year Work Program for Fiscal Years 2007/08 - 2011/12.

METHODOLOGY:

Evaluate the impact of proposed changes to the highway system to reflect land use, policy and other changes. This task will include:

- A. **Planning Factors 2 and 8- Consideration of Safety and Security in the Transportation Planning Process-** SAFETEA-LU emphasizes the safety and security of transportation systems as a national priority and calls for transportation projects and strategies that "increase the safety and security of transportation systems." This entails communication and collaboration among safety professionals, the enforcement community, and transportation planners in order to successfully integrate safety and security into all stages of the transportation planning process.

This task will include:

1. Trying to attend a training course available through the National Transit Institute (NTI) entitled "Safety Conscious Planning."
2. Develop priority lists of needed projects that are not currently funded. A special emphasis will be given to assigning a high priority to projects that increase the safety and security of transportation systems.

B. **List of Priority Projects (LOPP)-** This task will be developed by considering the following eight metropolitan planning factors:

- FACTOR 1 consideration of projects and strategies that will support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- FACTOR 2 consideration of projects and strategies that will increase the safety of the transportation system for motorized and nonmotorized users;
- FACTOR 3 consideration of projects and strategies that will increase the accessibility and mobility options available to people and for freight;
- FACTOR 4 consideration of projects and strategies that will protect and enhance the environment, promote energy conservation, "promot[ing] consistency between transportation improvements and State and local planned growth and economic development patterns and improve quality of life;
- FACTOR 5 consideration of projects and strategies that will enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- FACTOR 6 consideration of projects and strategies that will promote efficient system management and operation;
- FACTOR 7 consideration of projects and strategies that will emphasize the preservation of the existing transportation system; and
- FACTOR 8 consideration of projects and strategies that will increase the security of the transportation system for motorized and nonmotorized users.

C. **Gainesville Intelligent Transportation System (ITS) Consortium-** MTPO staff participates in the Gainesville ITS Consortium. As needed, MTPO staff will convene the Consortium to discuss prioritizing ITS projects within the Gainesville Metropolitan Area.

The Gainesville Metropolitan Areawide coordinated transportation management system (TMS) project is the #1 priority in the MTPO's Long Range Transportation Cost Feasible Plan.

END PRODUCTS: Anticipated completion date is June 30, 2008.

2008/09 - 2012/13 List of Priority Projects (LOPP) Report for the FDOT Work Program will be developed in the fourth quarter of Fiscal Year 2008.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$47,000	-	-	-	-	\$47,000
FDOT	-	-	\$10,366	-	-	\$10,366
Alachua County	-	-	-	-	\$19,470	\$19,470
City of Gainesville	-	-	-	-	\$4,432	\$4,432
University of Florida	-	-	-	-	\$2,000	\$2,000
TOTAL	\$47,000	-	\$10,366	-	\$25,902	\$83,268

*Lead Agency

(page left blank intentionally)

UPWP-FY 2008

UPWP TASK NUMBER:

3.2

TASK TITLE:

Long Range Plan Update

PURPOSE:

Update current adopted long range plans as needed. In addition, this task will integrate the Efficient Transportation Decision Making (ETDM) process into the MTPO planning and programming process.

PREVIOUS WORK COMPLETED:

Updated the long range plan to the Year 2025. In addition, we reviewed the current adopted long range plan for consistency with the applicable provisions of SAFETEA-LU and Florida law. Also, the current adopted long range plan was reviewed to identify needed, but unfunded projects. Based upon this review, projects were added to the MTPO's priority list of needed projects.

METHODOLOGY:

The MTPO will develop request for proposal materials for the update of the Year 2025 long range transportation plan. The plan update schedule for major tasks is as follows:

Spring 2008- Request for Proposal materials developed.

Summer 2008- Request for Proposal issued

August 2008- MTPO selects consultant

November 2008- Consultant begins work

November 2009- Model validation is completed

November 2010- Long range plan update is completed

State Planning Emphasis Area #1- Linking the Planning and NEPA Processes

The MTPO will continue to integrate ETDM into its existing planning and programming process.

State Planning Emphasis Area #2- Consideration of Management and Operations within Planning Processes-

MPOs should ensure that their LRTP documents fund estimates for programs that support, operate and maintain the current system. These estimates should be provided for the highway (state and local) and transit components. For the State Highway System, FDOT provides MPOs with an appendix describing these costs. MPOs should ensure that this appendix is included in their LRTP.

END PRODUCT:

A long range plan that integrates ETDM into its existing planning and programming process. In addition, the MPO long range plan will be reviewed during the fourth quarter of Fiscal Year 2008 to identify needed, but unfunded, projects that will be included in the List of Priority Projects report discussed earlier in Task 3.1. If necessary, the long range transportation plan will be amended and updated materials will be prepared describing the amended plan. This task will also include an assessment of the distribution of benefits and adverse environmental impacts of proposed long range transportation plan projects on various socioeconomic groups identified in Task 2.2.

Anticipated completion date for the tasks described is June 30, 2007. *Note- the long range plan will not be completely updated until November, 2010.*

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$78,853	-	-	-	-	\$78,853
FDOT	-	-	\$17,391	-	-	\$17,391
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	\$1,500	\$1,500
TOTAL	\$78,853	-	\$17,391	-	\$1,500	\$97,744

*Lead Agency

UPWP-FY 2008

UPWP TASK NUMBER:

3.3

TASK TITLE:

Transportation Disadvantaged Program

PURPOSE:

To establish a planning program that meets the requirements of Chapter 427, Florida Statutes, and Rule 41-2 of the Florida Administrative Code with respect to planning coordinated transportation services for the transportation disadvantaged (low income, elderly and persons with disabilities).

PREVIOUS WORK COMPLETED:

Staff assistance to the MTPO in providing staff support to the Alachua County Transportation Disadvantaged Coordinating Board, including the following tasks:

- Provide a process for the appointment and reappointment of voting and non-voting members of the local coordinating board (LCB).
- Prepare agendas for local coordinating board meetings consistent with the *Local Coordinating Board and Planning Agency Operating Guidelines*.
- Prepare official minutes of local coordinating board meetings. For committee meetings, prepare minutes in the form of a brief summary of basic points, discussions, decisions and recommendations to the full board. Keep records of all meetings for at least three years.
- Provide at least one public hearing annually by each local coordinating board.
- Develop and update by-laws for local coordinating board approval.
- Develop, update and implement local coordinating board grievance procedures in accordance with the Commission guidelines.
- Maintain a current membership roster and mailing list of local coordinating board members.
- Provide public notice of local coordinating board meetings and local public hearings in accordance with the *Coordinating Board and Planning Agency Operating Guidelines*.

- Review and comment on the Annual Operating Report for submittal to the local coordinating board, and forward comments/concerns to the Commission for the Transportation Disadvantaged.
- Jointly develop the transportation disadvantaged service plan (TDSP) with the community transportation coordinator and coordinating board.
- Review the Alachua County Transportation Disadvantaged Service Plan, and recommend approval or changes to the local coordinating board.
- Report the actual expenditures of direct federal and local government transportation funds to the Commission for the Transportation Disadvantaged.
- Prepare the Alachua County Transportation Disadvantaged Service Plan following the Commission guidelines. This Service Plan addresses the SAFETEA-LU Coordinated Human Service Plan requirement.
- Encourage integration of “transportation disadvantaged” issues into local and regional comprehensive plans. Ensure activities of the local coordinating board and community transportation coordinator are consistent with local comprehensive planning activities.
- Provide the local coordinating board with quarterly reports of planning accomplishments and expenditures as outlined in the planning grant agreement or any other activities related to the transportation disadvantaged program including but not limited to consultant contracts, special studies and marketing efforts.
- Attend Commission-sponsored training, the Commission’s quarterly regional meetings, and the Commission’s annual training workshop, within budget/staff/schedule availability.
- Attend at least one Commission meeting each year within budget/staff/schedule availability.
- Provide training for newly-appointed local coordinating board members
- Provide technical assistance to the community transportation coordinator, purchasing agencies and others, as needed within budget/staff/schedule availability.
- Ensure the local coordinating board conducts, at a minimum, an annual evaluation of the community transportation coordinator. The local coordinating board shall evaluate the coordinator based on local standards and using the Commission’s *Evaluation Workbook for Community Transportation Coordinators and Providers in Florida* (at a minimum, using the modules concerning Competition in Use of Operators, Cost Effectiveness and Efficiency and Availability of Service).

METHODOLOGY:

Provide the Alachua County Transportation Disadvantaged Coordinating Board with sufficient staff support and resources to enable it to meet its responsibilities. Coordinate program resources for transportation services in order to increase service availability and more cost-effective transportation services to persons with limited access and special needs.

This task will include the update of U.S. Bureau of the Census information to identify the location of low-income, minority, elderly, and disabled populations. This information will be used to assess the distribution of benefits and adverse environmental impacts of proposed plans and projects on these populations.

SAFETEA-LU Requirement- Coordinated Human Service Plan and State Planning Emphasis Area #3- Coordination of Human Service Transportation

In accordance with Subsection 427.015 and Subsection 427.0157 Florida Statutes and SAFETEA-LU, the MTPO will develop local service needs and provide information, advice and direction to the community transportation coordinator. The MTPO will assist the Alachua County Transportation Disadvantaged Coordinating Board in development and implementation of its Transportation Disadvantaged Service Plan and provide information, advice and direction to MV Transportation, the community transportation coordinator. The MTPO will work with federal, state and local agencies to ensure that transportation services are seamless, comprehensive and accessible to all citizens.

END PRODUCT:

Various work tasks and products required by SAFETEA-LU and Chapter 427 Florida Statutes and Florida Administrative Code Rule 41-2, including:

1. a report that identifies the location of low-income, minority, elderly, and disabled populations; and
2. the Alachua County Transportation Disadvantaged Service Plan.

Anticipated completion date is June 30, 2008.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	-	\$22,149	-	-	-	\$22,149
FDOT	-	-	-	-	-	-
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
TOTAL	-	\$22,149	-	-	-	\$22,149

*Lead Agency

UPWP-FY 2008

UPWP TASK NUMBER:

TASK TITLE:

3.4

Transportation System Management (TSM)/
Transportation Demand Management (TDM) Element

PURPOSE:

To examine transportation system management (TSM) and transportation demand management (TDM) 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. The activities discussed in this task are funded with Federal Transit Administration (FTA) Section 5303 funds.

To maintain current data about roadway conditions affecting bicycle, pedestrian and transit level of service and to use current data for setting bicycle, pedestrian and transit project priorities. The project priorities shall be based upon aggregations of facility segment data that create logical project termini and can be analyzed for aggregate benefit-cost determination.

PREVIOUS WORK COMPLETED:

The completion of the following tasks:

1. A multimodal [automotive (highway), bicycle, pedestrian and transit service] level of service evaluation was conducted using the Florida Department of Transportation 2002 Quality/Level of Service Handbook level of service analysis tools, Generalized Tables and LOSPLAN software. 34 roadway facilities were LOSPLAN software-analyzed and 102 roadway facilities were Generalized Tables-analyzed. The results of the evaluation are contained in the MTPO's Multimodal Level of Service Report and on the ncfrpc.org website.
2. the monitoring of pedestrian, bicycle and transit activity, including the preparation of an annual transit ridership report. In addition, a bicycle and pedestrian design was prepared for the Archer Braid Corridor.
3. incorporated transit projects into the Transportation Improvement Program (TIP);
4. assisted Regional Transit System staff in developing priorities for needed, but unfunded, transit projects; and
5. activities related to improving transportation services to the elderly and persons with disabilities.

METHODOLOGY:

To develop the following eligible FTA Section 5303 transit planning activities :

1. Program Support and Administration (44.21.00)- development of the Unified Planning Work Program, interagency coordination, citizen participation, public information and local assistance.
2. System Level (41.23.01)- the monitoring of pedestrian, bicycle and transit activity. In addition, this task will also include an assessment of bicycle, pedestrian and transit service using the Florida Department of Transportation 2002 Quality/Level of Service Handbook multimodal level of service analysis tool, LOSPLAN, to analyze existing LOSPLAN software-analyzed roadway facilities to include evaluation for bicycle, pedestrian and transit modes of travel added to the current highway (automotive) travel mode analysis.
3. Short Range Transportation Planning (41.24.00)- the monitoring of transit activity, including the preparation of an annual transit ridership report, and providing technical assistance to Regional Transit System staff. This technical assistance will include assisting Regional Transit System staff with development of the transit development plan.
4. Transportation Improvement Program (41.25.00)- activities specifically emphasizing TIP development and monitoring and developing transit project priorities for unfunded transit projects.
5. Americans with Disabilities Act (ADA) (41.26.01)- the planning, development and improvement of transportation services to the elderly and persons with disabilities.

State Planning Emphasis Area #7 Transit Quality of Service

In conjunction with preparing LRTP updates, MPOs should assess the transit quality of service using Chapter 3 of Part 3 of the Transit Quality of Service Manual. Funds are provided for this through the Section 5303 Grant Program.

A transit quality of service assessment was done in conjunction with the MTPO's Year 2025 Livable Community Reinvestment Plan update, which was adopted on November 3, 2005.

END PRODUCTS:

A report that assesses the quality of bicycle, pedestrian and transit services using LOSPLAN software (anticipated completion date of November 2008). An annual transit ridership monitoring report (anticipated completion date of February 2009).

Fiscal Years 2008/09 - 2012/13 Transportation Improvement Program with an anticipated completion date of June 2008.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (Section 5303)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$126,417	-	-	-	-	\$126,417
FDOT	-	-	-	-	-	-
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	\$2,000	\$2,000
TOTAL	\$126,417	-	-	-	\$2,000	\$128,417

*Lead Agency

(page left blank intentionally)

UPWP-FY 2008

UPWP TASK NUMBER:

3.5

TASK TITLE:

Management Systems

PURPOSE:

Continue to review and update the congestion management process.

PREVIOUS WORK COMPLETED:

Updated level of service information as part of the Congestion Management Process by compiling a data base of information needed to estimate existing levels of service (LOS). The LOS Report was updated to account for the Year 2005 annual average daily traffic counts provided by Alachua County, the City of Gainesville and the Florida Department of Transportation for the Gainesville Metropolitan Area. This report includes facility analyses using the Florida Department of Transportation Level of Service Handbook's Generalized Tables and LOSPLAN software.

This monitoring system is a key component for prioritizing bicycle facility, pedestrian facility, roadway facility and transit projects, that address congestion management, in the Long Range Transportation Plan and Transportation Improvement Program. This report is intended to address the SAFETEA-LU congestion management process requirement.

METHODOLOGY:

Continue to develop the congestion management system as a tool to improve the Gainesville Metropolitan Area transportation system by ameliorating congestion and increasing mobility choice. The development of a data base of information needed to estimate existing levels of service (LOS) using the Generalized LOS Tables and ARTPLAN and HIGHPLAN software. Use level of service information as an assessment tool for safety based upon existing level of service problems and identify how proposed projects will decrease safety problems in a regional context.

END PRODUCTS:

Annual Multimodal Level of Service Report will be completed in the third quarter of Fiscal Year 2008.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
						✓	✓	✓			

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$48,000					\$48,000
FDOT			\$10,587			\$10,587
Alachua County						
City of Gainesville						
University of Florida						
TOTAL	\$48,000		\$10,587			\$58,587

*Lead Agency

UPWP-FY 2008

UPWP TASK NUMBER:

3.6

TASK TITLE:

Charrette Element

PURPOSE:

Conduct intensive workshop meetings as necessary during the year for special areas.

PREVIOUS WORK COMPLETED:

The MTPO approved using a funding partnership to make funds available to Alachua County to pay one of its general planning consultants to develop the following tasks working through the MTPO Urban Village Subcommittee:

1. proposed Alachua County comprehensive plan amendments needed in the unincorporated area to implement the Urban Village vision contained in the Urban Village: Southwest 20th Avenue Transportation Design Proposal;
2. a design template for Urban Village transit-oriented development; and
3. review the available concurrency options discussed in this report and develop recommendations concerning which concurrency option should be recommended for the Urban Village area.

METHODOLOGY:

Contract with consultants as needed to conduct charrette activities.

END PRODUCTS:

Special charrette activities conducted on various planning issues. Anticipated completion date is June 30, 2008.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$5,000	-	-	-	-	\$5,000
FDOT	-	-	\$1,103	-	-	\$1,103
Alachua County	-	-	-	\$5,000	-	\$5,000
City of Gainesville	-	-	-	\$5,000	-	\$5,000
University of Florida				\$3,500	-	\$3,500
TOTAL	\$5,000		\$1,103	\$13,500	-	\$19,603

*Lead Agency

UPWP-FY 2008

UPWP TASK NUMBER:

3.7

TASK TITLE:

Regional Planning

PURPOSE:

To provide products and processes that result in regional planning and cooperation between MPOs and integration of the Strategic Intermodal System (SIS).

PREVIOUS WORK COMPLETED:

The MTPO executed an Interlocal Agreement with the City of Gainesville, Alachua County and the Ocala/Marion County Transportation Planning Organization to conduct regional planning. This effort included the preparation of a regional transportation plan for the Alachua County and Marion County area. In addition, MTPO staff prepared a Transportation Regional Incentive Program (TRIP) grant application for Florida Department of Transportation (FDOT) funds for the number one ranked regional project priority in Alachua County- the City of Gainesville Traffic Management System.

METHODOLOGY:

State Planning Emphasis Area #4- Regional Planning

During the coming year, MTPO staff will develop products and processes that result in regional planning and cooperation between MPOs and integration of FDOT's Strategic Intermodal System. These regional plans will include regional project prioritization and ranking.

END PRODUCTS:

An updated regional transportation plan that identifies regionally significant transportation facilities that are located within the regional transportation area and contain a priority list of regionally significant projects.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$45,022	-	-	-	-	\$45,022
FDOT	-	-	\$9,930	-	-	\$9,930
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
TOTAL	\$45,022	-	\$9,930	-	-	\$59,487

*Lead Agency

UPWP-FY 2008

UPWP TASK NUMBER:

3.8

TASK TITLE:

Planned Growth and Transportation
Improvements Consistency

PURPOSE:

Promote consistency between transportation improvements and planned growth.

Coordinate with local government planning and concurrency management staff to evaluate consistency of local comprehensive planning documents with the MTPO's Long Range Transportation Plan and Transportation Improvement Program.

PREVIOUS WORK COMPLETED:

The MTPO's Urban Village Subcommittee evaluated the consistency of local comprehensive planning documents with the MTPO's Long Range Transportation Plan. This effort included testing and evaluating the transportation impacts of several proposed land use plans.

METHODOLOGY:

State Planning Emphasis Area #9- Promote Consistency between Transportation Improvements and Planned Growth

The MTPO will work with local governments to promote corridor management techniques, including access management strategies, right-of-way acquisition and protection measures, appropriate land use strategies, zoning, and setback requirements for adjacent land uses. Whenever possible, the plans and programs of the Transportation Improvement Program will identify those facilities that are subject to such techniques.

END PRODUCTS:

MTPO recommendations about land use strategies to implement the vision for the Urban Village along SW 20th Avenue just west of SW 34th Street. Anticipated completion date is June 30, 2008.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (PL)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
*MTPO	\$45,022	-	-	-	-	\$45,022
FDOT	-	-	\$9,930	-	-	\$9,930
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	\$11,742	\$11,742
University of Florida	-	-	-	-	-	-
TOTAL	\$45,022		\$9,930		\$11,742	\$66,694

*Lead Agency

UPWP-FY 2008

UPWP TASK NUMBER:

3.9

TASK TITLE:

Bus Rapid Transit Feasibility Study

PURPOSE:

The objective of this study is to investigate, analyze, and determine the feasibility of implementing Bus Rapid Transit (BRT) and associated bus service enhancements as part of a Rapid Transit System Master Plan for the Gainesville Metropolitan Area. A multimodal approach will be explored to offer the greatest improvements in mobility and to alleviate traffic congestion.

This system planning process will include a comprehensive overview of the existing transportation system, existing and future land use patterns, travel demand patterns, and roadway congestion issues. This study will:

1. identify and evaluate corridors for potential rapid transit service while considering any planned bicycle and pedestrian modifications; and
2. evaluate those corridors identified in the Gainesville Metropolitan Area Year 2025 Livable Community Reinvestment Plan for bus service enhancements, express bus service, potential bus lanes or busways, and other transportation system modifications.

PREVIOUS WORK COMPLETED:

City of Gainesville Regional Transit System staff developed a scope of services to conduct the bus rapid transit feasibility study;

METHODOLOGY:

City of Gainesville Regional Transit System staff will develop:

1. the request for proposals;
2. the contract for services; and
3. select a consultant to conduct the bus rapid transit feasibility study.

END PRODUCT: Select consultant to conduct the Bus Rapid Transit Feasibility Study. Anticipated completion date is June 30, 2008.

SCHEDULE OF ACTIVITIES											
2007						2008					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

RESPONSIBLE AGENCY	FUNDING SOURCES					
	FEDERAL (HPP)	STATE CASH	STATE INKIND	LOCAL CASH	LOCAL INKIND	TOTAL
MTPO	-	-	-	-	-	-
FDOT	-	-	-	-	-	-
Alachua County	-	-	-	-	-	-
*City of Gainesville	\$108,680	-	-	-	\$27,170	\$135,850
University of Florida	-	-	-	-	-	-
TOTAL	\$108,680	-	-	-	\$27,170	\$135,850

*Lead Agency

TABLE 1
AGENCY PARTICIPATION TABLE
FISCAL YEAR 2007/2008

COLUMN NUMBER	FDOT	MTPO	ALACHUA COUNTY	CITY OF GAINESVILLE	University Of Florida	TOTAL
1.0 ADMINISTRATION						
1.1 Program Management	14,911	67,606	9,360	13,980	2,000	107,857
1.2 Functional and Financial Responsibility	10,586	48,000				58,586
1.3 Professional Development	7,188	42,544				49,732
1.4 Program Reporting	7,719	35,000				42,719
1.5 State Support and Program Management and Technical Assistance FTA		14,046				14,046
2.0 SURVEILLANCE ACTIVITIES						
2.1 System Characteristics			37,780	34,800		72,580
2.2 System-Associated Characteristics	5,514	25,000		1,273	1,000	32,787
3.0 SYSTEM PLANNING						
3.1 System Review and Analysis	10,366	47,000	19,470	4,432	2,000	83,268
3.2 Long Range Plan Update	17,391	78,853			1,500	97,744
3.3 Transportation Disadvantaged Program		22,149				22,149
3.4 TSM/TDM Element		126,417			2,000	128,417
3.5 Management Systems (MPO)	10,587	48,000				58,587
3.6 Charrette Element	1,103	15,000			3,500	19,603
3.7 Regional Planning	8,822	40,000				48,822
3.8 Planned Growth and Transportation Improvements Consistency	9,930	45,022		11,742		66,694
3.9 Bus Rapid Transit Feasibility Study				135,850		135,850
TOTAL	104,117	654,637	66,610	202,077	12,000	1,039,441

m:\p\ms07\upwp\tab1.WK4

TABLE 2

FUNDING SOURCE TABLE FISCAL YEAR 2007/2008

COLUMN NUMBER	1		2		3		4		5		6		7		8		9		10		(1+3+7+10)(2+4+8+10)		(5+6+9)		(1-10)	
	U. S. D. O. T. S. P. R.		Federal		State		FTA		MTPO		Other Local/ Agency Work		Federal		PL Funds		MTPO		FDOT STUDY/ GRANTS		TOTAL FEDERAL		TOTAL LOCAL		TOTAL GRAND	
1.0 ADMINISTRATION																										
1.1 Program Management											25,340		67,606		14,911						67,606		14,911		107,857	
1.2 Functional and Financial Responsibility													48,000		10,586						48,000		10,586		58,586	
1.3 Professional Development											9,954		32,590		7,188						32,590		7,188		49,732	
1.4 Program Reporting													35,000		7,719						35,000		7,719		42,719	
1.5 State Support and Program Management and Technical Assistance FTA							14,046																		14,046	
2.0 SURVEILLANCE ACTIVITIES																										
2.1 System Characteristics											72,580		25,000		5,514						25,000		5,514		72,580	
2.2 System-Associated Characteristics											2,273														2,273	
3.0 SYSTEM PLANNING																										
3.1 System Review and Analysis											25,902		47,000		10,366						47,000		10,366		83,268	
3.2 Long Range Plan Update											1,500		78,853		17,391						78,853		17,391		97,744	
3.3 Transportation Disadvantaged Program											2,000														22,149	
3.4 TSM/TDM Element																					112,371				128,417	
3.5 Management Systems													48,000		10,587						48,000		10,587		58,587	
3.6 Charrette Element											3,500		5,000		1,103						5,000		1,103		19,603	
3.7 Regional Planning													40,000		8,822						40,000		8,822		48,822	
3.8 Planned Growth and Transportation Improvements Consistency											11,742		45,022		9,930						45,022		9,930		66,694	
3.9 Bus Rapid Transit Feasibility Study											27,170														27,170	
TOTAL													¹ 472,071		² 104,117						584,442		140,312		206,007	1,039,441

¹ The MTPO does not plan on expending all PL funds that are available at this time.

² The FDOT will soft match the PL funds using toll revenue expenditures as a credit toward the non-Federal matching share. The amount identified on this line represents the amount of soft match required (both State and local) for the amount of Federal PL funds requested in this UPWP.

m:\pms07\upwplab2.wk4

TABLE 3

ESTIMATE OF TOTAL EXPENDITURES FISCAL YEAR 2006/2007

COLUMN NUMBER	1		2		3		4		5		6		7		8		9		10		(1+3+7+10)		(2+4+8+10)		(5+6+9)		(1-10)	
	U.S.D.O.T. S.P.R.		Federal		State		FTA		MTPO		Other Local/ Agency Work		Federal		PL Funds		MTPO		FDOT STUDY/ GRANTS		TOTAL FEDERAL		TOTAL STATE		TOTAL LOCAL		GRAND TOTAL	
1.0 ADMINISTRATION																												
1.1 Program Management											24,618		67,606		14,911						67,606				24,618		107,135	
1.2 Functional and Financial Responsibility													48,000		10,587						48,000				0		58,587	
1.3 Professional Development											10,194		24,000		5,293						24,000				10,194		39,487	
1.4 Program Reporting													35,000		7,719						35,000				0		42,719	
1.5 State Support and Program Management and Technical Assistance FTA																												
1.6 State Support and SPR Program Management and Technical Assistance PL							13,806																13,806				13,806	
2.0 SURVEILLANCE ACTIVITIES																												
2.1 System Characteristics																											70,882	
2.2 System-Associated Characteristics											70,882		1,000		5,514						25,000				1,000		70,882	
3.0 SYSTEM PLANNING																												
3.1 System Review and Analysis																											25,668	
3.2 Long Range Plan Update											8,450		78,853		18,494						78,853				8,450		105,797	
3.3 Transportation Disadvantaged Program																							20,769				20,769	
3.4 TSM/TDM Element									13,806																		15,806	
3.5 Management Systems											2,000		48,000		10,587						48,000				0		58,587	
3.6 Charlotte Element											3,500		10,000		1,102		20,000				10,000				23,500		34,602	
3.7 Regional Planning													40,000		8,822						40,000				0		48,822	
3.8 Planned Growth and Transportation Improvements Consistency											4,535		45,022		9,930						45,022				4,535		59,487	
3.9 Bus Rapid Transit Feasibility Study							100,320				40,080														40,080		140,400	
TOTAL			210,768		13,806		13,806		13,806		190,927		488,481		103,325		20,000		20,769		578,929		34,575		224,733		1,041,882	

m:\pms07\upwptab2.wk4

¹ The MTPO does not plan on expending all PL funds that are available at this time.

² The FDOT will soft match the PL funds using toll revenue expenditures as a credit toward the non-Federal matching share. The amount identified on this line represents the amount of soft match required (both State and local) for the amount of Federal PL funds requested in this UPWP.

(page left blank intentionally)

APPENDIX A
FUNDING CODES

An explanation of the Funding Codes for Tables 2 and 3.

Column 1 -	U.S. Department of Transportation funds for Highway Planning and Research (SPR- Statewide Planning and Research)
Column 2 -	Florida Department of Transportation funds used to match Highway Planning and Research monies
Column 3 -	Federal Transit Administration (FTA) Section 5303 Funds
Column 4 -	Florida Department of Transportation funds for matching the FTA Section 5303 monies
Column 5 -	MTPO funds for matching the Section 5303 monies
Column 6 -	Other Local/Local Agency Work participation in the transportation planning program
Column 7 -	Federal Highway Administration Planning (PL) funds
Column 8 -	Florida Department of Transportation funds (in-kind services) for matching Planning (PL) monies
Column 9 -	MTPO funds for matching Planning (PL) monies
Column 10 -	Florida Department of Transportation (FDOT) and State Transportation Disadvantaged Commission funds

m\p\ms07\upwp\text2007.wpd

(page left blank intentionally)

APPENDIX B

GRANT APPLICATION, CERTIFICATIONS AND ASSURANCES REQUIRED IN THE MPO UPWP

The following certifications and assurances are included in this Appendix:

1. Federal Fiscal Year (FY) 2008 Certification Regarding Lobbying;
2. Forms Required for Federal Transit Administration Section 5303 Funds:
 - A. Standard Form 424, Application for Federal Assistance;
 - B. Federal FY 2008 Certifications and Assurances for FTA Assistance;
 - C. Federal Fiscal Year 2008 FTA Certifications and Assurances;
 - D. Section 5303 Planning Line Item Codes - FY 2008 (FTA Funds Only);
 - E. Section 5303 Approved Project Budget for FY 2008 (total dollars); and
2. Federal Fiscal Year 2008 Debarment and Suspension Certification;
3. Statement of Continued Validity of One-time Submissions; and
4. Disadvantaged Business Enterprise Certification.

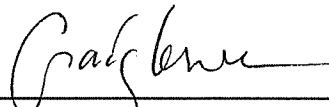
(page left blank intentionally)

**FEDERAL FISCAL YEAR 2008
LOBBYING CERTIFICATION for GRANTS, LOANS
and COOPERATIVE AGREEMENTS**

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area that:

- (1) No federal or state appropriated funds have been paid or will be paid, by or on behalf of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreements), which exceed \$100,000, and that all such subrecipients shall certify and disclose accordingly.
- (4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

April 16, 2007
Date

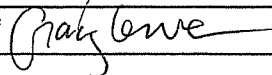


Craig Lowe, Chairperson
Metropolitan Transportation Planning Organization
for the Gainesville Urbanized Area

(page left blank intentionally)

**APPLICATION FOR
FEDERAL ASSISTANCE**

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. DATE SUBMITTED	Applicant Identifier
Pre-application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION			
Legal Name: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area		Organizational Unit Department	
Organizational DUNS:		Division:	
Address: Street: 2009 NW 67 Place Gainesville, Florida 32653-1603		Name and telephone number of person to be contacted on matters involving this application (give area code) Prefix Mr. First Name: Scott	
City: Gainesville		Middle Name R.	
County: Alachua		Last Name Koons	
State: Florida	Zip Code 32653-1603	Suffix	
Country:		Email:	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 59-18343102		Phone Number (give area code) (352) 955-2200 x101	Fax Number (give area code)
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See back of form for Application Types) Other (specify) Substate Organization	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): Section 5303 Technical Studies		9. NAME OF FEDERAL AGENCY: Federal Transit Administration	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Alachua County		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Technical Studies in Support of FY2007/ 2008 Unified Planning Work Program (UPWP)	
13. PROPOSED PROJECT Start Date: Ending Date:		14. CONGRESSIONAL DISTRICTS OF: a. Applicant b. Project	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 112,371	a. Yes <input checked="" type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: March 15, 2000	
b. Applicant	\$ 14,046	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
c. State	\$ 14,046	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
d. Local	\$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
e. Other	\$	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
f. Program Income	\$		
g. TOTAL	\$ 140,463		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix Mr.	First Name Craig	Middle Name	
Last Name Lowe	Suffix		
b. Title Chair, Gainesville MTPD	c. Telephone Number (give area code) (352) 955-2200		
d. Signature of Authorized Representative 	e. Date Signed April 16, 2007		

Previous Edition Usable
Authorized for Local Reproduction

Standard Form 424 (Rev.9-2003)
Prescribed by OMB Circular A-102

(page left blank intentionally)

**FEDERAL FISCAL YEAR 2008 CERTIFICATIONS AND ASSURANCES FOR
FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**
(Signature page alternative to providing Certifications and Assurances in TEAM-Web)

Metropolitan Transportation Planning Organization
Name of Applicant: for the Gainesville Urbanized Area

The Applicant agrees to comply with applicable requirements of Categories 1 - 23. XX

OR

The Applicant agrees to comply with the applicable requirements of the following Categories it has selected:

<u>Category</u>	<u>Description</u>	
01.	For Each Applicant.	<u> </u>
02.	Lobbying.	<u> </u>
03.	Procurement Compliance.	<u> </u>
04.	Private Providers of Public Transportation.	<u> </u>
05.	Public Hearing.	<u> </u>
06.	Acquisition of Rolling Stock.	<u> </u>
07.	Acquisition of Capital Assets by Lease.	<u> </u>
08.	Bus Testing.	<u> </u>
09.	Charter Service Agreement.	<u> </u>
10.	School Transportation Agreement.	<u> </u>
11.	Demand Responsive Service.	<u> </u>
12.	Alcohol Misuse and Prohibited Drug Use.	<u> </u>
13.	Interest and Other Financing Costs.	<u> </u>
14.	Intelligent Transportation Systems.	<u> </u>
15.	Urbanized Area Formula Program.	<u> </u>
16.	Clean Fuels Grant Program.	<u> </u>
17.	Elderly Individuals and Individuals with Disabilities Formula Program and Pilot Program.	<u> </u>
15.	Nonurbanized Area Formula Program.	<u> </u>
19.	Job Access and Reverse Commute Program.	<u> </u>
20.	New Freedom Program.	<u> </u>
21.	Alternative Transportation in Parks and Public Lands Program.	<u> </u>
22.	Infrastructure Finance Projects.	<u> </u>
23.	Deposits of Federal Financial Assistance to a State Infrastructure Banks.	<u> </u>

FEDERAL FISCAL YEAR 2008 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

(Required of all Applicants for FTA assistance and all FTA Grantees with an active capital or formula project)

AFFIRMATION OF APPLICANT

Name of Applicant: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

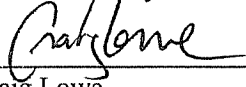
Name and Relationship of Authorized Representative: Craig Lowe, Chair

BY SIGNING BELOW on behalf of the Applicant, I declare that the Applicant has duly authorized me to make these certifications and assurances and bind the Applicant's compliance. Thus, the Applicant agrees to comply with all Federal statutes, regulations, executive orders, and directives applicable to each application it makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2008.

FTA intends that the certifications and assurances the Applicant selects on the other side of this document, as representative of the certifications and assurances in this document, should apply, as provided, to each project for which the Applicant seeks now, or may later, seek FTA assistance during Federal Fiscal Year 2008.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31 apply to any certification, assurance or submission made to FTA. The criminal fraud provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with the Federal public transportation program authorized in 49 U.S.C. chapter 53 or any other statute.

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature 
Name Craig Lowe
Authorized Representative of Applicant

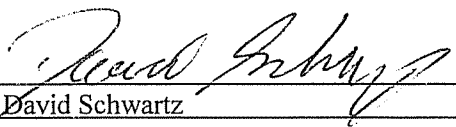
Date: April 17, 2007

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the certifications and assurances have been legally made and constitute legal and binding obligations on the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances, or of the performance of the project.

Signature 
Name David Schwartz
Applicant's Attorney

Date: April 12, 2007

Each Applicant for FTA financial assistance (except 49 U.S.C. 5312(b) assistance and each FTA Grantee with an active capital or formula project must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its signature in lieu of the Attorney's signature, providing the Applicant has on file this Affirmation, signed by the attorney and dated this Federal fiscal year.

Section 5303
GMIS Planning Line Item Codes - FY 2007-08
(FTA Funds Only)

Technical Classifications:

44.21.00	Program Support and Administration	\$ <u>5,923</u>
44.22.00	General Development and Comprehensive Planning	<u> </u>
44.23.00	Long Range Transportation Planning (including Major Investment Studies and IS)	<u> </u>
44.23.01	System Level	<u>12,817</u>
44.23.02	Project Level	<u> </u>
44.24.00	Short Range Transportation Planning	<u>39,804</u>
44.25.00	Transportation Improvement Program	<u>22,557</u>
44.16.00	Special Projects	<u> </u>
44.26.01	Americans with Disabilities Act (ADA)	<u>31,270</u>
44.26.02	Clean Air Planning	<u> </u>
44.26.04	Environmental Justice	<u> </u>
44.26.05	Environmental Streamlining	<u> </u>
44.26.26	Safety	<u> </u>
44.26.07	Management and Operations	<u> </u>
44.26.08	Coordination with Non-Emergency Services	<u> </u>
44.26.09	Planning/NEPA Integration	<u> </u>
44.26.10	Consultation with Local Officials (State)	<u> </u>
44.26.11	Enhancing Technical Capacity of Planning Processes	<u> </u>
44.26.82	Planning Emphasis- System Planning and Operation	<u> </u>
44.26.84	Planning Emphasis -Financial Planning	<u> </u>
44.26.86	Planning Emphasis- Environmental and Community Impact	<u> </u>
44.26.88	Planning Emphasis- Transportation and Equity	<u> </u>
44.27.00	Other Activities	<u> </u>
Total FTA Funds		\$ <u>112,371</u>

Accounting Classifications

44.30.01	Personnel	\$ <u>72,300</u>
44.30.02	Fringe Benefits	<u>Included Above</u>
44.30.03	Travel	<u> </u>
44.30.04	Equipment	<u> </u>
44.30.05	Supplies	<u> </u>
44.30.06	Contractual	<u> </u>
44.30.07	Other	<u>315</u>
44.30.08	Indirect Charges	<u>39,756</u>
Total FTA Funds		\$ <u>112,371</u>

Fund Allocations

44.40.01	MPO Activities	\$ <u>112,371</u>
44.40.02	Transit Operator Activities	<u> </u>
44.40.03	State and/or Local Agency Activities	<u> </u>
Total FTA Funds		\$ <u>112,371</u>

1. Program Support and Administration (44.21.00). Include basic overhead, program support, and general administrative costs directly chargeable to the FTA project, i.e., direct program support, administration, interagency coordination, citizen participation, public information, local assistance, UPWP development, etc. (If direct program administrative and support costs are included in each work or activity, do not enter them a second time in this category.)
2. General Development and Comprehensive Planning (44.12.00). Include only the costs of activities *specifically emphasizing* regional policy and system planning for non-transportation functional areas, including the development and maintenance of related data collection and analysis systems, demographic analysis and non-transportation modeling and forecasting activity, i.e., land use, housing, human services, environmental and natural resources, recreation and open space, public facilities and utilities, etc.
3. Long Range Transportation Planning (LRTP) - Metropolitan & Statewide.
 - a. Long Range Transportation Planning (LRTP) - System Level (44.13.01). Include only the costs of activities *specifically emphasizing* long range transportation system planning and analysis, i.e. long range travel forecasting and modeling including appropriate data base development and maintenance for transportation in the entire metropolitan area or state, system analysis, sketch planning, system plan development, reappraisal or revision, and all long range, Transportation System Management (TSM) activities.
 - b. Long Range Transportation Planning (LRTP) - Project Level (44.13.02). Include only the costs of activities *specifically emphasizing* long range project level planning and analysis, i.e., Major Investment Studies (corridor and subarea studies), cost effectiveness studies, feasibility and location studies, and the preparation of related draft environmental impact studies.
4. Short Range Transportation Planning (SRTP) (44.14.00). Include only the cost of activities *specifically emphasizing* short range transportation system or project planning and analysis proposed in the next three to five years, i.e., management analyses of internal operations such as, management/administration, maintenance, personnel, and labor relations; service planning including appropriate data base development and maintenance; TDP preparation; financial management planning, including alternative fare box policies; all short range Transportation System Management (TSM) activities including vanpool/ridesharing, high occupancy vehicles, parking management, etc.
5. Transportation Improvement Program (44.15.00). Include only the costs of activities *specifically emphasizing* TIP development and monitoring.
6. Special Projects.
 - a. Americans with Disability Act (44.26.01). Include only the cost of planning and analysis activities *specifically emphasizing* the planning, development and improvement of transportation services to the elderly and persons with disabilities, particularly the wheelchair bound and semi-ambulatory, i.e., 504 planning, special service planning and evaluation, paratransit policy, etc.

- b. Clean Air Planning (44.16.02). Include only the cost of FTA assisted activities *specifically emphasizing* air quality planning and analysis, for example, development analysis, and evaluation of transportation control strategies and measures, air quality-related modeling and analysis of transportation plans and programs. SIP development and revision activities, air quality monitoring, etc. (Do not include EPA Section 175 funds.)
 - c. Financial Planning (44.16.06). Include only the cost of activities *specifically emphasizing* the development of the financial plan required by 49 U.S.C. Sections 5303(f) and 5304(b) to support implementation of the TIP and the Metropolitan Long-Range Transportation Plan.
 - d. Management Systems (44.16.07). Include only the costs of activities *specifically emphasizing* the development, establishment and implementation of the management systems required by the joint FHWA/FTA Management and Monitoring Systems regulation, 23 C.F.R. Parts 500 and 626 and 49 C.F.R. Part 614. In metropolitan areas, these systems are developed and implemented in cooperation with MPOs. Three of the management systems -- Traffic Congestion, Intermodal Facilities and Systems, Public Transportation Facilities and Equipment -- must be part of the metropolitan planning process. The costs for Management Systems for highways -- Pavement, Bridge, and Safety -- should use BLI 44.18.00, "Highway Planning."
 - e. Public Participation (44.16.08). Include only the cost of activities *specifically emphasizing* development, establishment and implementation of the public involvement process as an integral part of the statewide and metropolitan planning process.
 - f. Livable Communities (44.16.10). Include only the cost of activities *specifically emphasizing* the planning for livable communities, e.g., consideration of those required factors that are specifically related to preserving or enhancing the quality of life. These factors include: congestion relief and prevention, effect of transportation policy decisions on land use and development, and the overall social, economic, energy, and environmental effects of transportation decisions. Other planning activities emphasizing quality of life would include: identification of the relevant issues that relate transportation goals to those of the community; and analysis of methods to assure consideration of quality of life factors in planning and programming.
7. Highway Planning (44.18.00). Specify and include only the cost of activities related *exclusively* to highway and highway-related planning, e.g., the development, establishment and implementation of the three highway management systems --Pavement, Bridge, and Highway Safety. Costs under this line item must be separable from nonhighway costs to prevent double counting of proposed expenditures.
8. Other Activities (44.17.00). Include only the cost of those activities whose primary emphasis is *unrelated* to the specific types of activities described above.

(page left blank intentionally)

Section 5303
Approved Project Budget for FY 2007-08
(total dollars)

Technical Classifications:

44.21.00	Program Support and Administration	\$ <u>7,403</u>
44.22.00	General Development and Comprehensive Planning	<u> </u>
44.23.00	Long Range Transportation Planning (including Major Investment Studies and IS)	<u> </u>
44.23.01	System Level	<u>16,021</u>
44.23.02	Project Level	<u> </u>
44.24.00	Short Range Transportation Planning	<u>49,755</u>
44.25.00	Transportation Improvement Program	<u>28,196</u>
44.16.00	Special Projects	<u> </u>
44.26.01	Americans with Disabilities Act (ADA)	<u>39,088</u>
44.26.02	Clean Air Planning	<u> </u>
44.26.04	Environmental Justice	<u> </u>
44.26.05	Environmental Streamlining	<u> </u>
44.26.26	Safety	<u> </u>
44.26.07	Management and Operations	<u> </u>
44.26.08	Coordination with Non-Emergency Services	<u> </u>
44.26.09	Planning/NEPA Integration	<u> </u>
44.26.10	Consultation with Local Officials (State)	<u> </u>
41.26.11	Enhancing Technical Capacity of Planning Processes	<u> </u>
44.26.82	Planning Emphasis- System Planning and Operation	<u> </u>
44.26.84	Planning Emphasis -Financial Planning	<u> </u>
44.26.86	Planning Emphasis- Environmental and Community Impact	<u> </u>
44.26.88	Planning Emphasis- Transportation and Equity	<u> </u>
44.27.00	Other Activities	<u> </u>
Total Net Project Cost		\$ <u>140,463</u>

Accounting Classifications

44.30.01	Personnel	\$ <u>90,374</u>
44.30.02	Fringe Benefits	<u>Included Above</u>
44.30.03	Travel	<u> </u>
44.30.04	Equipment	<u> </u>
44.30.05	Supplies	<u> </u>
44.30.06	Contractual	<u> </u>
44.30.07	Other	<u>393</u>
44.30.08	Indirect Charges	<u>49,696</u>
Total Net Project Cost		\$ <u>140,463</u>

Fund Allocations

44.40.01	MPO Activities	\$ <u>140,463</u>
44.40.02	Transit Operator Activities	<u> </u>
44.40.03	State and/or Local Agency Activities	<u> </u>
Total Net Project Cost		\$ <u>140,463</u>
Federal Share (80%)		\$ <u>112,371</u>
Local Share (20%)		\$ <u>28,092</u>

Accounting			
Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	\$ <u>140,463</u>

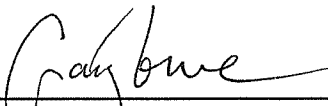
(page left blank intentionally)

FEDERAL FISCAL YEAR 2007-08
DEBARMENT AND SUSPENSION CERTIFICATION

As required by the USDOT regulation on Governmentwide Debarment and Suspension at 49 CFR 29.510

- (1) The Metropolitan Planning Organization for the Gainesville Urbanized Area hereby certifies to the best of its knowledge and belief, that it and its principles:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - (b) Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
 - (d) Have not, within a three-year period preceding this certification, had one or more public transactions (federal, state or local) terminated for cause or default.
- (2) The Metropolitan Planning Organization for the Gainesville Urbanized Area also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S. D.O.T.

April 16, 2007
Date



Craig Lowe, Chairperson
Metropolitan Transportation Planning Organization
for the Gainesville Urbanized Area

(page left blank intentionally)

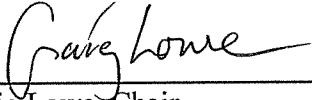
STATEMENT OF CONTINUED VALIDITY OF ONE-TIME SUBMISSIONS

The following documents (and dates submitted to/acknowledged by FTA) have been submitted to FTA previously, continue to remain valid and accurate, and do not require revisions or updating:

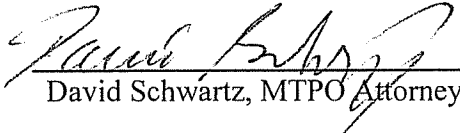
- [x] Opinion of Counsel/Date: April 14, 1989
- [x] 504 Assurance/Date: April 14, 1989
- [x] UMTA Civil Rights Assurance/Date: April 14, 1989
- [x] DOT Title VI Assurance/Date: June 16, 2005
- [x] Standard Assurances/Date: June 27, 1989
- [x] Primary Nonprocurement Debarment and Suspension Certification/Date: June 27, 1989
- [x] MPO Designation/Date: December 12, 1979, amended May 26, 2004

The applicant understands and agrees that the use of FTA funds approved for this project/program shall be consistent with the applicable sections of the Urban Mass Transportation Act of 1964, as amended, Section 3, 3(a)(1)(C), 3(a)(1)(D), 4(I), 6, 8, 9B, 10, 16(b)(2), 18, or 20, or 23 U.S.C. Sections 103 (3) (4) and 142; pertinent Federal laws; and pertinent Federal rules, regulations, and circulars; and that the use of FTA funds is subject to audit and review. Such funds shall be returned to FTA if, after audit, it is found that they have been used improperly. Further, the applicant certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this statement and understands that the provisions of 31 U.S.C. Section 3801 et seq. are applicable thereto.

The applicant's eligibility to receive FTA grants, as originally certified in the Opinion of Counsel, remain in effect. Further, signature of the attorney is certification that there is no pending or threatened litigation or other action which might adversely affect the ability of the grantee to carry out the project/program.



Craig Lowe, Chair
Metropolitan Transportation
Planning Organization for the
Gainesville Urbanized Area



David Schwartz, MTPO Attorney

April 13, 2007

Date

ATTENTION: Whoever, in any manner within the jurisdiction of any department or agency of the United States, knowingly and willfully falsifies or conceals a material fact, or makes any false, fictitious, or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than 5 years, or both. 18 U.S.C., Section 1001 (982).

(page left blank intentionally)

RESOLUTION 07-3

A RESOLUTION OF THE METROPOLITAN
TRANSPORTATION PLANNING
ORGANIZATION FOR THE GAINESVILLE
URBANIZED AREA AUTHORIZING A
REIMBURSEMENT AGREEMENT BETWEEN
THE STATE OF FLORIDA DEPARTMENT OF
TRANSPORTATION AND THE METROPOLITAN
TRANSPORTATION PLANNING
ORGANIZATION FOR THE GAINESVILLE
URBANIZED AREA REGARDING FISCAL YEAR
2007/2008 FEDERAL TRANSIT
ADMINISTRATION SECTION 5303 PUBLIC
TRANSIT OFFICE (PTO) 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 2007/2008 Federal Transit Administration Section 5303 Public Transit Office (PTO) planning funds in Alachua County in order to examine transportation system management (TSM) and transportation demand management (TDM) 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 Reimbursement Agreement in order to be able to expend Fiscal Year 2007/2008 Federal Transit Administration Section 5303 Public Transit Office (PTO) planning funds in Alachua County.

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has the authority to enter into said Agreement and to undertake the project hereinafter described, as authorized under Section 339.175(9)(b), *Florida Statutes*;

WHEREAS, the North Central Florida Regional Planning Council will provide the funds to prepare these studies and then seek reimbursement from the Florida Department of Transportation (FDOT);

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 (MTPO) has the authority to enter in the Agreement.
2. That the MTPO authorizes its Chairperson to execute the Agreement on behalf of the MTPO with the Florida Department of Transportation (FDOT) for planning to facilitate Public Transit Office planning activities in Alachua County, Florida, FDOT Financial Project Identification #411762 2 14 01, for reimbursement in an amount not to exceed \$112,371.
3. That the MTPO authorizes its Chairperson to sign any and all agreements or contracts that are required in connection with the Agreement.


4. That the MTPO authorizes its Chief Staff Official to sign any and all agreements, assurances, reimbursement invoices, warranties, certification, and any other documents that may be required in connection with the Agreement or subsequent agreements.
5. That this resolution shall take effect immediately upon its adoption.

DULY ADOPTED in regular session, this 12th day of April A.D., 2007.

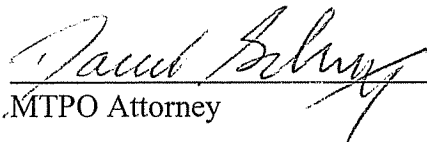
METROPOLITAN TRANSPORTATION
PLANNING ORGANIZATION FOR THE
GAINESVILLE URBANIZED AREA

By: 
Craig Lowe, Chair

ATTEST:


Rick Bryant, Secretary

APPROVED AS TO FORM


MTPO Attorney

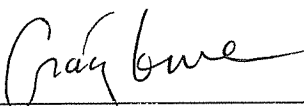
(page left blank intentionally)

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

It is the policy of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of Metropolitan Planning Transportation Organization contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area and its consultants shall take all necessary and reasonable steps to ensure that disadvantage businesses have an opportunity to compete for and perform the contract work of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area in a non-discriminatory environment.

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area shall require its consultants to not discriminate on the basis of race, color, national origin, sex, age, disability, religion, or familial status in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code.



Craig Lowe,
Chairperson

Metropolitan Transportation Planning Organization
for the Gainesville Urbanized Area

April 23, 2007

Date

(page left blank intentionally)

APPENDIX C

8 FEDERAL METROPOLITAN PLANNING FACTORS AND STATE PLANNING EMPHASIS AREAS FOR FISCAL YEAR 2008 RELATIONSHIP TO MPO UPWP TASKS

8 FEDERAL METROPOLITAN PLANNING FACTORS

The following is a listing of the areas to be considered in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). As required by SAFETEA-LU, these areas are being addressed in the development of transportation plans and programs.

FACTOR 1The metropolitan transportation planning process shall provide for consideration of projects and strategies that will support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;

FACTOR 2The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the safety of the transportation system for motorized and nonmotorized users;

FACTOR 3The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the accessibility and mobility options available to people and for freight;

FACTOR 4The metropolitan transportation planning process shall provide for consideration of projects and strategies that will protect and enhance the environment, promote energy conservation, "promot[ing] consistency between transportation improvements and State and local planned growth and economic development patterns and improve quality of life;

FACTOR 5The metropolitan transportation planning process shall provide for consideration of projects and strategies that will enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;

FACTOR 6The metropolitan transportation planning process shall provide for consideration of projects and strategies that will promote efficient system management and operation;

FACTOR 7The metropolitan transportation planning process shall provide for consideration of projects and strategies that will emphasize the preservation of the existing transportation system; and

FACTOR 8The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the security of the transportation system for motorized and nonmotorized users.

(page left blank intentionally)

UPWP-FISCAL YEAR 2008 WORK TASKS SUMMARY DESCRIPTION

NUMBER	TASK TITLE
1.1	Program Management
1.2	Functional and Financial Responsibility
1.3	Professional Development
1.4	Program Reporting
1.5	State Support and Program Management And Technical Assistance FTA
1.6	State Support and Program Management and Technical Assistance PL
2.1	System Characteristics
2.2	System-Associated Characteristics
3.1	System Review and Analysis
3.2	Long Range Plan Update
3.3	Transportation Disadvantaged Program
3.4	Transportation Systems Management (TSM)/ Transportation Demand Management (TDM) Element
3.5	Management Systems
3.6	Charrette Element
3.7	Regional Planning
3.8	Planned Growth and Transportation Improvement Consistency
3.9	Bus Rapid Transit Feasibility Study

TABLE 4

**8 SAFETEA-LU METROPOLITAN PLANNING FACTORS -
UPWP FISCAL YEAR 2007/2008
TASK RELATIONSHIP MATRIX**

UPWP TASK	FEDERAL METROPOLITAN PLANNING FACTOR							
	1	2	3	4	5	6	7	8
1.1								
1.2	X	X	X	X	X	X	X	X
1.3	X	X	X	X	X	X	X	X
1.4		X		X	X	X	X	X
1.5		X		X		X	X	X
2.1						X	X	X
2.2				X				
3.1	X				X	X	X	
3.2	X	X	X	X	X	X	X	X
3.3		X		X	X	X	X	X
3.4		X	X			X	X	X
3.5	X		X			X	X	
3.6						X	X	
3.7	X	X	X	X	X	X	X	X
3.8				X				
3.9			X	X		X	X	

MS07/UPWP/7MATRDX WK4

TABLE 5

**STATE PLANNING EMPHASIS AREAS
UPWP FISCAL YEAR 2007/2008
TASK RELATIONSHIP MATRIX**

UPWP TASK	PLANNING EMPHASIS AREA								
	1	2	3	4	5	6	7	8	9
1.1					X			X	
1.2					X	X			
1.3									
1.4									
1.5									
2.1									
2.2									
3.1					X				
3.2	X	X			X				
3.3			X		X				
3.4					X		X		
3.5					X				
3.6					X				
3.7				X	X				
3.8					X				X
3.9					X				

MS06/UPWP/EMFMTRIX WK4

STATE PLANNING EMPHASIS AREAS
<ol style="list-style-type: none"> 1. Linking the Planning and NEPA Processes 2. Consideration of Management and Operations within Planning Processes 3. Coordination of Human Service Transportation 4. Regional Planning 5. Public Involvement * 6. MPO TIP Project Prioritization Process 7. Transit Quality of Service 8. Three-Year Business Plan 9. Promote Consistency between Transportation Improvements and Planned Growth

* Although this Planning Emphasis Area is only described in one task, it may also apply to other tasks, as shown above in Table 5

(page left blank intentionally)

APPENDIX D

LIST OF ACRONYMS

AADT -	Annual Average Daily Traffic
ADA -	Americans with Disabilities Act
BPAB -	Bicycle/Pedestrian Advisory Board
CAC -	Citizens Advisory Committee
CFR -	Code of Federal Regulations
COOP -	Continuity of Operations Plan
CTC -	Community Transportation Coordinator
CTD -	Commission for the Transportation Disadvantaged
CTPP -	Census Transportation Planning Package
ETDM -	Efficient Transportation Decision Making
FDOT -	Florida Department of Transportation
FTA -	Federal Transit Administration
FY -	Fiscal Year
FHWA -	Federal Highway Administration
GUATS -	Gainesville Urbanized Area Transportation Study
HPMS -	Highway Performance Monitoring System
ITS -	Intelligent Transportation System
LCB -	Local Coordinating Board
LOS -	Level of Service
MTPO -	Metropolitan Transportation Planning Organization
MPO -	Metropolitan Planning Organization
NCFRPC -	North Central Florida Regional Planning Council
PEA -	Planning Emphasis Area
PL -	Planning
SAFETEA-LU -	Safe, Accountable, Flexible Efficient Transportation Equity Act- A Legacy for Users
SPR -	Statewide Planning and Research
TAC -	Technical Advisory Committee
TD -	Transportation Disadvantaged
TDM -	Transportation Demand Management
TDP -	Transit Development Plan
TDSP -	Transportation Disadvantaged Service Plan
TEA-21 -	Transportation Equity Act for the 21st Century
TIP -	Transportation Improvement Program
TSM -	Transportation System Management
UMTA -	Urban Mass Transit Administration
UPWP -	Unified Planning Work Program
U.S.C. -	United State Code
USDOT -	United States Department of Transportation

(page left blank intentionally)

APPENDIX E

GAINESVILLE METROPOLITAN AREA (GMA) PLANNING STUDIES

METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION (MTPO) PLANNING STUDIES

1. Long range transportation plan, including needs and cost feasible plans

Anticipated Completion Date - Five-year cycle; latest edition adopted in 2005
Expected Products - GMA-wide long range (20-year) transportation planning
2. Transportation Improvement Program

Anticipated Completion Date - each year
Expected Products - GMA-wide short range (5-year) transportation planning
3. Multimodal Level of Service Report

Anticipated Completion Date - each year
Expected Products - GMA-wide average annual daily traffic (AADT) study, with
multimodal (automotive, bicycle, pedestrian and transit)
analysis for 34 ARTPLAN-analyzed roadway facilities
4. Regional Transit System Annual Ridership Monitoring Report

Anticipated Completion Date - each year
Expected Products - RTS fixed-route bus annual ridership study

CITY OF GAINESVILLE AND ALACHUA COUNTY

1. Traffic Volume Surveillance

Anticipated Completion Date - each year
Expected Products - annual traffic counts

2. Accident Surveillance and Study Program

Anticipated Completion Date - each year
Expected Products - annual crash information

3. Transit Development Plan for the Regional Transit System

Anticipated Completion Date - each year
Expected Products - annual transit service plan

4. Transportation Disadvantaged Service Plan

Anticipated Completion Date - each year
Expected Products - countywide short range (3-year) paratransit service planning

APPENDIX F

COST ALLOCATION

FOR THE

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

2008

(page left blank intentionally)

INTRODUCTION

The following report explains our indirect cost system and contains documentation for that system's basis. Organizations such as the North Central Florida Regional Planning Council, by their nature, create many accounting problems. During the course of a fiscal year, new grants may be added which were not included in the original budget. Many grants have fiscal years which do not correspond with the Council's fiscal year. Problems such as these make the drawing of an overall budget difficult and complicates the bookkeeping process since some costs have to be carried over more than one fiscal year to enable the Council to report the grant expenditures correctly. It also causes many problems in the allocation of expenses. Since the Council's makeup is based entirely on grants, matching funds, and membership dues, the general overhead costs of maintaining the office must be shared by all grants.

FMC Circular 74-4 provides means by which all grants may be charged a portion of those costs which are necessary to the operation of an organization but cannot be specifically identified as a cost of those grants. This document provides for the establishment of a "cost pool" where indirect costs may be accumulated and then prorated to various cost objectives on a reasonable and equitable basis. All direct costs will be charged directly to the appropriate cost objective and the indirect costs will be accumulated in an account called "Indirect Cost Pool." Within this cost pool, expenses will be broken down by line item accounts. Through the indirect cost rate, these indirect costs are prorated back to the cost objectives.

The indirect cost rate is a ratio between total indirect costs and the direct personnel costs. A cost allocation is simply a process which sets out the projected direct costs, the projected indirect costs, and the projected base for allocation of these costs, thus arriving at an indirect cost rate for those costs. We have chosen personnel costs as our basis for proration because almost every one of the cost items considered indirect will increase with the addition of personnel.

This cost allocation plan should provide a fair and equitable method for allocating indirect costs.

DIRECT VS INDIRECT POLICY STATEMENT

Basically, the policy for determining which costs are direct and which are indirect is dependent on the definition set down in FMC Circular No. 74-4. Indirect costs are those (a) incurred for a common or joint purpose benefiting more than one cost objective and (b) not readily assignable to the cost objectives specifically benefited, without effort disproportionate to the results achieved. Using this basic principle, determination can be made for each expense.

Personnel Costs - Using the timesheet as a tool, time worked on any specific grant can be charged to that grant by using each employee's chargeable rate. Some job functions can't be charged to a specific program because the time expended is of benefit to all the programs in general and so should be considered indirect. Some of this work falls into the administrative category and covers: some work performed by the Executive Director; most of the time of the Executive Secretary (who handles work flow in the secretarial pool and general administrative duties for the Executive Director); and most duties of the Bookkeeper and the Finance and Accounting Director. Most of the secretarial and graphics personnel costs are non-administrative in nature, but because this work is pooled, it is charged to programs on an indirect basis as well. Indirect personnel costs are charged to the Indirect Cost Pool and charged out along with other indirect expenses.

Rent - This expense is most easily treated as an indirect expense. All the common areas, such as hallways, closets, and restrooms, are indirect by nature. Areas which are used primarily for administrative work or areas whose use is fragmented, such as the secretarial pool or graphics room, are also indirect. Space used by planners is indirect because the use increases directly with increase in personnel costs.

Machine Rental/Maintenance - This expense covers rental on any temporary typewriter, leases on all dictation equipment, and maintenance on all office equipment. The maintenance of office equipment benefits everyone in general and it would be impossible to calculate each grant's use of the various pieces of equipment.

Office Supplies - By their nature, office supplies are usually expenses which are not readily assignable to a specific grant because of a disproportionate amount of time involved to determine each program's use. Many of these supplies used are also mainly to benefit all the programs in general. Supplies purchased for use on a specific program are charged as a direct expense to that program.

Graphic Supplies - Many graphic supplies are bought as a general supply and are not readily assignable. Supplies purchased for use on a specific program are charged as a direct expense to that program.

Telephone - The monthly service charge and long distance costs are considered indirect both because they are not readily assignable and because there is a large part of this cost which is for all programs in general (for instance, phones used by secretaries, graphics personnel, etc.).

Postage - Most postage charges are direct and are determined by the use of a postage log kept as mail is run through the postage meter. Some postage is for general use, such as administrative correspondence or correspondence for purchases and disbursement.

Audit - An annual audit by an independent C.P.A. firm is a requirement of the Council, is to the general benefit of all programs, and is charged to indirect.

Printing - Printing for a specific program is a direct charge and is determined by actual cost. Some printing is for general benefit (i.e., general office forms).

Computer Operations - This expense is entirely direct and is determined by an itemized invoice from the data processing center.

Dues, Publications and Subscriptions - This expense is generally indirect. The maintenance of a library is for general use of the entire Council and accessible to any employee of the Council. Dues to various organizations are for the benefit of the entire Council as most are national.

Moving Expenses - The indirect portion of this expense refers to expense of moving furniture and equipment to new office space. The direct portion is the moving expense allocation paid to new employees to help cover relocation expenses when they join the Council staff. It is charged to Council Dues. The expense covers documented moving expenses only.

Recruiting - This is an indirect expense and covers expenses of choosing an employee to fill a position with the Council, such as, newspaper and publication advertisements and travel expenses incurred for personal interviews.

Travel - This expense is both direct and indirect. Travel expenses incurred for the benefit of a specific program are charged directly to that program. Travel expenses incurred for benefit of the entire Council are indirect.

Insurance and Bonding - This expense covers General Liability/Fire and Casualty policy, workmen's compensation and bonding coverage. Almost all the policies are maintained for general benefit and are indirect expenses, any policy which benefits one program only, e.g., insurance on Job Training Learning Labs, is charged directly to that program.

Contractual - All contractual expenses are direct and are charged to the program which negotiated the contract.

Furniture and Equipment - Fixed assets are purchased by the Council and the purchase costs are recovered from the projects by depreciation charges, either directly or indirectly, as appropriate. Where the asset is required for a particular project (example: a special calculator), the depreciation charges are charged directly to that project over an appropriate life/project period. Assets having a more general usage, such as desks, chairs, typewriters, and file cabinets, are depreciated through the indirect pool using a generally accepted method of computing depreciation. Almost all assets purchased fall into the latter group.

Unemployment Compensation - As a governmental entity, the Council is required by state law to be a self-insured entity for unemployment compensation purposes. The Council policy adopted during Fiscal Year 1994-1995 increased the level of the unemployment compensation pool from \$10,000 to \$30,000. Replenishments or increases to the pool are made by charging the Indirect Pool one percent of personnel costs for each pay period until the authorized level is reached.

North Central Florida Regional Planning Council

Quarterly Fixed Rate Distribution of Indirect Costs Starting 10/01/2003

For almost thirty years North Central Florida Regional Planning Council has used a Monthly Final Rate for allocation of Indirect costs. All costs incurred by the Council are either Direct or Indirect according to the Plan on file in the office and available for review by any interested party. In 1982, the latest review by a cognizant agency of any sort, the Plan was declared acceptable as to form and content by the Office of Audits, Office of Inspector General, U.S. Department of Commerce.

Beginning with Fiscal Year 2003-2004 the Council will move to a Quarterly Fixed Rate method of distributing Indirect costs. Indirect costs will be accumulated into the Indirect Costs Pool as has been done in the past. A Fixed Rate will be derived from the annual budget adopted by the Council for use in distributing Indirect costs from the Indirect Costs Pool to the various Cost Center Projects, using Total Direct Labor as the base for allocation, as always.

Differences between the Indirect Costs Pool as accumulated for the quarter ending in December and the Indirect Cost Applied during that quarter will be adjusted during the quarter ending in March of the fiscal year, by raising or lowering the Fixed Rate of Indirect Cost Applied for the quarter ending in March.

For each subsequent quarter during the fiscal year, Indirect Expense will be applied at the Fixed Rate plus or minus a percentage intended to reduce or eliminate the cumulative over-or-under-applied Indirect Costs Pool expenditures.

At the end of the fiscal year, the over-or-under-applied Indirect Costs Pool remaining will appear on the Balance Sheet of the Council (as either an asset or as a liability, as appropriate) and will be used to adjust the Indirect Rate derived from the budget adopted by the Council for the first quarter of the subsequent Council fiscal year.

Summary of Projected Expenses and Revenues Fiscal Year October 1, 2006 - September 30, 2007

Expense Accounts	INDIRECT EXPENSES	DIRECT EXPENSES	REVENUES Allocated to Budgeted Programs	
Personnel Costs	\$387,543	\$1,164,803	Program Development and Council Activities	\$45,724
Unemploy Comp				
Building Occupancy and Grounds	\$105,000		Regional Planning	
Machine Rental/Maint.	\$5,000	\$2,000	State Planning and Review	\$240,000
Office Supplies	\$34,000	\$16,000	DRI Review & Monitor	\$30,000
Telephone	\$9,500			
Postage	\$7,000	\$16,000	Public Safety and Regulatory Compliance	\$60,000
Reproduction	\$13,000	\$2,000	Homeland Security Activities	\$57,000
Audit	\$12,800	\$5,500	Hazardous Waste Monitoring	\$67,000
Printing	\$6,000		Local Emergency Response Comm	\$16,000
Dues, Pub., Subs., & Training	\$30,000	\$3,000	Hazards Anaynses	
Legal				
Notices, Filing Fees, and Attorney Fees	\$4,000	\$10,000	Transportation	\$426,000
Travel	\$16,500	\$98,500	GUATS	\$108,100
Meeting Expenses	\$4,000	\$2,000	Mass Transit	\$59,200
Move			Section 5311	
Recruit	\$3,000		Transportation Disadvantaged	\$20,800
Insurance and Bonding	\$18,000		Alachua Co	\$148,900
Furniture and Equipment		\$22,000	Region	
Depreciation	\$20,000		Economic Development	\$74,600
Contractual Service		\$120,000	CEDS & Tech Asst	\$60,000
Emergency Response Training		\$12,000	Tourism Development Staffing	\$75,000
Original FI Tourism Task Force		\$75,000	Tourism Task Force	
Contingency		\$8,853		
			Local Technical Assistance	
			General Technical Services	\$15,000
			Local Planning Services	\$615,000
			City & Co Contracts	\$330,000
			DCA-School Facilities Comp Plan Element	\$85,000
			DCA-Rural Communities Initiative	\$70,000
			DCA-Growth Support Cities and Cos	\$130,000
			CDBG Administration	
Total Indirect	\$675,343			\$114,675
Total Direct		\$1,557,656		
TOTAL EXPENSES (Dir & Indir)		\$2,232,999	TOTAL PROGRAM BUDGET	\$2,232,999

APPENDIX G

BUSINESS PLAN

(page left blank intentionally)

**PROPOSED BUSINESS PLAN FOR CARRYOVER FUNDS
FISCAL YEARS 2007/08 - 2011/12**

The estimated amount that is not spent and carried forward each year is \$30,000. This is illustrated in the chart below.

FISCAL YEAR (FY)				
2007/08	2008/09	2009/10	2010/11	2011/12
\$145,537 ¹	\$175,537	\$205,537 <u>-\$175,000</u> \$30,537 ²	\$60,537	\$90,537
¹ \$617,608 is available for programming, less \$472,071 programmed in FY 2007/08 UPWP.				
² Work begins in FY 2009/10 on the Year 2030 Long Range Transportation Plan (LRTP) update with an estimated cost of \$350,000 (half-funded by the Florida Department of Transportation and half-funded by the MTPO at \$175,000 each).				

(page left blank intentionally)

APPENDIX H

AMENDMENTS

TO

**FISCAL YEAR
2008**

UNIFIED PLANNING WORK PROGRAM

(page left blank intentionally)

UNIFIED PLANNING WORK PROGRAM AMENDMENT LOG

The following log of projects are approved amendments to the Fiscal Years 2008 Unified Planning Work Program (UPWP). This UPWP amendment log, Exhibit III, includes the following information:

1. UPWP amendment number (as assigned by MTPO staff);
2. Date UPWP amendment was approved by the Metropolitan Transportation Planning Organization (MTPO)
3. UPWP amendment purpose, including, but not limited to:
 - A. adding a new task;
 - B. changing an existing task (refer to amendment description);
 - C. deleting an existing task; and
 - D. revising the tables to reflect changes in UPWP funding.
4. Amendment description.
 - A. task/table number; and
 - B. task/table modification.

This information will be incorporated into appropriate UPWP tasks and tables as the UPWP is amended in order to assure the consistency and accuracy of an up-to-date UPWP document.

EXHIBIT III

UPWP AMENDMENT LOG

UPWP AMENDMENT			AMENDMENT DESCRIPTION	
NUMBER	APPROVAL DATE	PURPOSE	TASK/ TABLE NUMBER	TASK/TABLE MODIFICATION
08-1	-	-	-	-
08-2	-	-	-	-
08-3	-	-	-	-

APPENDIX I
TITLE VI PROGRAM

(page left blank intentionally)



U.S. Department
of Transportation
**Federal Transit
Administration**

REGION IV
Alabama, Florida, Georgia,
Kentucky, Mississippi,
North Carolina, Puerto
Rico, South Carolina,
Tennessee

61 Forsyth Street, S.W.
Suite 17T50
Atlanta, GA 30303-8917
404-562-3500
404-562-3505 (fax)

June 16, 2005

Mr. Marlie Sanderson
Director of Transportation Planning
North Central Florida Regional Planning Council
2009NW 67 Place, Suite A
Gainesville, Florida 32653

Re: Title VI Program – Approval
Federal Transit Administration ID #5844

Dear Mr. Sanderson:

The Federal Transit Administration (FTA) has completed its review of the Title VI program submitted by the North Central Florida Regional Planning Council and previous submissions in the year of 1999. This submission is required pursuant to Title VI of the Civil Rights Act of 1964; FTA Circular 4702.1, "Title VI Program Guidelines for Federal Transit Administration Recipients," dated May 26, 1988; and Title 49, Chapter 53, Section 5332 of the Code of Federal Regulations.

Based on our review, we have approved your program as of June 16, 2005. This approval expires on June 16, 2008; an updated program submission should be forwarded to FTA by May 15, 2008, 30 days prior to the expiration date. If major changes occur prior to the expiration date, an update must be submitted. FTA may request additional information, if necessary.

Thank you for your continued cooperation. Should you have questions, or need additional information, please contact me Mr. Frank M. Billue at (404) 562-3528, or my electronic mail address: Frank.Billue @ fta.dot.gov.

Sincerely,

Frank Morris Billue
Regional Civil Rights Officer

NORTH CENTRAL FLORIDA
RECEIVED

JUN 20 2005

REGIONAL PLANNING COUNCIL

(page left blank intentionally)

APPENDIX J

9 STATE PLANNING EMPHASIS AREAS

(page left blank intentionally)

State and Federal Planning Emphasis Areas for FY 2008

Item No.	Name	Level	Description
1	Linking the Planning and NEPA Processes	State	MPOs should continue to integrate ETDM into their transportation planning processes.
2	Consideration of Management and Operations within Planning Processes	State	MPOs should ensure that their LRTP documents fund estimates for programs that support, operate, and maintain the current system. These estimates should be provided for the highway (state and local) and transit components. For the state highway system, FDOT provides MPOs with an appendix describing these costs. MPOs should ensure that this appendix is included in their LRTP.
3	Coordination of Human Service Transportation	State	UPWPs should address how the MPO will develop local service needs and provide information, advice, and direction to the community transportation coordinator in accordance with Subsection 427.015 and Subsection 427.1057 Florida Statutes.
4	Regional Planning	State	The UPWP should provide for products and processes that result in regional planning and cooperation between MPOs and integration of the SIS. These regional plans should include regional project prioritization and ranking.
5	Public Involvement	State	MPOs should work to increase participation in the planning process by traditionally underserved segments of the population. In addition, MPOs should develop evaluation systems to assess the effectiveness of their public involvement processes.
6	MPO TIP Project Prioritization Process	State	MPOs should ensure that their TIP includes a description of the methodology that was used to prioritize projects. The description should include the criteria that were used for ranking the projects, and preferably what weights were given to each criteria. The description should be done for highway, transit, bicycle, and pedestrian projects.
7	Transit Quality of Service	State	In conjunction with preparing LRTP updates, MPOs should assess the transit quality of service using Chapter 3 of Part 3 of the Transit Capacity and Quality of Service Manual. Funds are provided for this through the Section 5303 Grant Program.
8	Three-Year Business Plan	State	MPOs should include in their UPWP a plan that describes major planning activities anticipated 2 to 3 years from now. It is meant to illustrate the need for maintaining PL funds carryover balances in excess of 50%.
9	Promote Consistency between Transportation Improvements and Planned Growth	State	This PEA is based on a modification made by SAFETEA-LU to the environmental planning factor. MPOs should work with local governments to promote corridor management techniques, including access management strategies, right-of-way acquisition and protection measures, appropriate land use strategies, zoning, and setback requirements for adjacent land uses. Whenever possible, the plans and programs of the TIP should identify those facilities that are subject to such techniques.

(page left blank intentionally)

APPENDIX K

SUMMARY OF DISTRICT TWO PLANNING ACTIVITIES

(page left blank intentionally)

DISTRICT TWO PLANNING ACTIVITIES

District Two Planning Activities encompass continuing, cooperative, comprehensive efforts to coordinate State, District, regional and local transportation planning in the areas of policy planning, systems planning, statistics, environmental and safety.

BICYCLE AND PEDESTRIAN/SAFETY ACTIVITIES

Review and identify possible opportunities to add bicycle and sidewalk accommodations to resurfacing and capacity projects. Review and identify safety issues, if any for opportunities to recommend additional programs or grant opportunities. Review Florida Department of Transportation (FDOT) plans and recommend, to the extent feasible, additional bicycle and sidewalk facilities that are consistent with the Gainesville Metropolitan Transportation Planning Organization (MTPO) Urban Design Manual. Review FDOT project scope and plans for recommended safety or traffic operations policy review, if any. The District maintains and documents crash data and roadway characteristics inventory for all 18 counties.

COMMUNITY/GOVERNMENT LIAISON

Provide policy, technical advice, administrative support, overall coordination, cooperation and assistance to District Two MPO, MPO Boards, local governments and communities to include full participation in technical and staff support for advisory committees. Assist MPOs in conducting effective on-going transportation planning programs and processes; developing, maintaining and implementing plans and programs which meet state and federal requirements, and to promote coordination and cooperation among their planning processes and consistency in their plans and programs. Programs and plans include the Unified Planning Work Program, List of Priority Projects and Transportation Improvement Program, Long Range Transportation Plans, public involvement plan and other plans and policy documents. Conduct Joint Certification with the MPOs.

CORRIDOR PLANNING STUDIES

Conduct studies to identify and evaluate travel issues on major travel corridors, and to identify and evaluate the effectiveness and impacts of proposed alternatives, including a no build alternative, to address the problems and issues. The results may range from a set of short term recommended improvements that address specific problems to a long range comprehensive action plan for improving the corridor. Project studies are both on and off FDOT system.

On Strategic Intermodal System/Florida Intrastate Highway System (SIS/FIHS), these studies include the development of strategies and plans for implementing and maintaining SIS/FIHS standards such as those for Level of Service, interchange spacing and access management. This may include preparation of Action Plans, Master Plans, corridor studies and others as identified.

DESIGN TRAFFIC FORECAST

Develop and update traffic projections for state highway corridors and supporting regional roadways. These traffic projections are necessary to support the road design for capacity and operational improvements and the pavement design for resurfacing. The District provides traffic count updates yearly as well as historical and trend data.

DEVELOPMENT OF REGIONAL IMPACT (DRI) REVIEW

Performing under Florida Chapter 380 and associated rules, District staff serves in an advisory capacity to two regional planning councils, numerous local governments and the state Department of Community Affairs, by evaluating the projected transportation impacts from large, multi-use land development projects known as DRIs. If such land development projects adversely impact the level of service on nearby roads, planners identify these roads as deficient and propose suitable remedies to address the problem. A transportation analysis may start with the initial application for development approval (ADA) for a new DRI and culminates in a local government development order (DO). As a project matures over time, planners re-evaluate the project's transportation impacts through the notice of proposed change (NOPC) process used by a developer to amend the development order.

JOINT PARTICIPATION AGREEMENTS/ LOCAL AGENCY PROGRAM

Develop, coordinate and review Joint Participation Agreements with MPOs, local and county government staff. Develop, coordinate and assist local agencies and local and county government staff with certification process (Local Agency Program - LAP) for federal funds. The LAP certification and program allows FDOT to contract with other governmental agencies to develop, design, acquire right-of-way, and construct transportation facilities and to reimburse these governmental agencies for services provided to the traveling public.

INTELLIGENT TRANSPORTATION SYSTEMS (ITS) PLANNING

The Department will support the MPOs efforts to plan the ITS program and to structure ITS into their respective organizations. These ITS planning activities include ITS master plans, ITS Management Plan and an ITS Program Plan for each county, development the MPOs capability to manage the Regional ITS Architecture, and developing ITS programs and projects for the MPOs Long Range Transportation Plan and Transportation Improvement Program. Further, this support includes integrating intra-regional ITS deployment and operations, as well as assuring that intra-regional and inter-regional operations are coordinated. FDOT staff participates in the First Coast MPO and Gainesville MTPO ITS Coalition.

District Two has become active in the North Florida 511 traffic advisory information system as part of the ITS architecture.

EFFICIENT TRANSPORTATION DECISION MAKING (ETDM) PROCESS

The Efficient Transportation Decision Making (ETDM) Process is designed to link Planning with the NEPA process and the streamlining objectives identified in Section 1309 of the Transportation Efficient Act for the 21st Century. District Two has implemented the ETDM process in all 18 counties. The District has an ETDM coordinator and each MPO participates with an ETDM reviewer or participant on the Environmental Technical Advisory Team conducting project screening and review. For counties not in an MPO, the District Coordinator provides this planning level screen in concert with the local government. The new SAFETEA-LU legislation has expanded the Metropolitan Planning process in SAFETEA-LU sections 1107; and 6001.

LEVEL OF SERVICE

Identify roadways that have a deficient Level-of-Service for existing and future conditions; determine level of need and determine timing of improvements. Provide Level-of-service analysis for all Strategic Intermodal System (SIS), Florida Intrastate Highway System (FIHS) and State Highway System (SHS) designated facilities for the 18 counties in District Two. The District participates in the MTPO Level of Service subcommittee.

LOCAL GOVERNMENT COMPREHENSIVE PLANS

Review and comment pursuant to Chapter 163, F.S. and Rule 9J-5, F.A.C. and Senate Bill 360, regarding major comprehensive plan changes and proposed land use changes having the potential to impact the level of service on the Strategic Intermodal System (SIS), the Florida Intrastate Highway System (FIHS) and the State Highway System (SHS).

Review Capital Improvements Elements and Five Year Schedules of Capital Improvements and coordinate with the Department of Community Affairs and other agencies and local governments regarding the financial feasibility of the comprehensive plan. Review the proposed updates to comprehensive plans and the Evaluation and Appraisal Reports.

Coordinate as needed regarding the implementation of proportionate fair share proposals to mitigate potential transportation impacts to the State system pursuant to recent changes to Chapter 163, F.S. Coordinate with the Department of Community Affairs (DCA), the Regional Planning Councils and with other FDOT District Two staff regarding comprehensive planning issues.

Support the coordination of land use and transportation planning and assist in achieving consistency between state, regional and local plans.

LONG RANGE TRANSPORTATION PLAN UPDATE AND MAINTENANCE

Provide technical and policy advisory assistance to the District Two MPOs in developing, updating and maintaining their Long Range Transportation Plan (LRTP) through and coordinated and consistent effort. The District ensures that MPOs are aware of any Federal or State requirements and legislative changes involving compliance of their LRTP. The District provides state and federal revenue forecasts and district transportation costs.

The District and the MPOs work in a coordinated and consistent effort by using a mutually agreed upon set of modeling and planning assumptions for the LRTP process. Review the overall performance of the Northeast Florida Regional Planning Model (NERPM) and the Gainesville Urban Area Transportation Planning Model (GUATS) in the maintenance of the MPOs LRTPs and in the conduct of corridor and sub area transportation studies to identify needed model enhancements and refinements.

The District supports the North East Florida Transportation Applications Forum as a way to provide an exchange of information on planning, LRTP and modeling issues to MPOs, district staff and local governments.

MULTIMODAL TRANSPORTATION STUDIES

Conduct or provide technical assistance for corridor studies, sub area studies and other special transportation analysis needed to identify local travel patterns and transportation needs and to evaluate and recommend improvements to meet those needs. The specific studies will be identified as needs arise.

District staff coordinates with the Jacksonville Transportation Authority (JTA), a multimodal independent state agency, and the Gainesville Regional Transit System (RTS) in development and review of planning and design of highway and premium transit (i.e, Bus Rapid Transit) projects.

REGIONAL TRANSPORTATION PLANNING COORDINATION

Furthering the language and mandate of SAFETEA-LU, the District supports and participates in all levels of regional coordination and proposed activities among District Two's MPOs and counties.

Provide on-going technical and policy advisory assistance to the MPOs and counties in District Two for participation in the Transportation Regional Incentive Program (TRIP). FDOT staff conducts meetings and workshops to assist in development and understanding of the TRIP requirements and process.

APPENDIX L
CONSULTANT DOLLARS

(page left blank intentionally)

CONSULTANT DOLLARS

The following table shows the consultant dollars to be spent for the tasks contained in this UPWP and represents all anticipated consultant work.

TASK	CONSULTANT	CONSULTANT DOLLARS	END PRODUCT
3.9	Bus Rapid Transit	\$108,680	Bus Rapid Transit Feasibility Study

(page left blank intentionally)

APPENDIX M
CERTIFICATION MATERIALS

(page left blank intentionally)

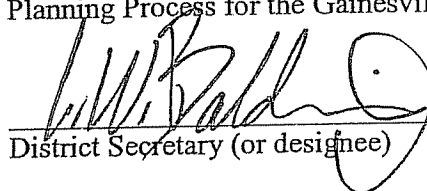
JOINT CERTIFICATION STATEMENT ON THE METROPOLITAN TRANSPORTATION PLANNING PROCESS

Pursuant to the requirements of 23 U.S.C. 134 (i)(5), 23 CFR 450.334(a), the Department and the MTPO have performed a review of the certification status of the metropolitan transportation planning process for the Gainesville Metropolitan Transportation Planning Organization with respect to the requirements of:

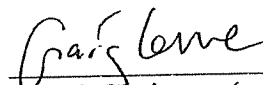
1. 23 U.S.C. 134 and 49 U.S.C. 5303 et seq.;
2. Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each state under 23 U.S.C. 324 and 29 U.S.C. 794;
3. Section 1101(b) of TEA-21 regarding the involvement of disadvantaged business enterprises in FHWA and FTA funded planning projects (section 105(f), Public Law 97-424, 96 Stat. 2100; 49 CFR Part) and;
4. The provisions of the Americans with Disabilities Act (ADA) of 1990, (Public Law 101-336, 104 Stat. 327, as amended) and USDOT regulations under "Transportation for Individuals with Disabilities" (49 CFR Parts 27, 37, and 38).

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on Jan. 23, 2007.

Based on a joint review and evaluation, the Florida Department of Transportation and the Gainesville Metropolitan Planning Organization recommend that the Metropolitan Planning Process for the Gainesville Metropolitan Planning Organization be certified.


District Secretary (or designee)

4/26/07
Date


MTPO Chairman (or designee)

April 16, 2007
Date

(page left blank intentionally)

SUMMARY OF MAJOR ACHIEVEMENTS- 2006

CITY OF ALACHUA REQUEST TO BE VOTING MEMBERS ON THE MTPO

The MTPO worked cooperatively with the Alachua County League of Cities to address a request from the City of Alachua to have two voting members on the MTPO. After considering the advantages and disadvantages, the City of Alachua decided to withdraw its request. However, out of these discussions, came an MTPO policy to provide a seat on the MTPO for a rural advisor. The rural advisory is a non-voting seat that rotates among the rural municipalities in Alachua County.

TRANSPORTATION REGIONAL INCENTIVE PROGRAM (TRIP)

MTPO worked with City of Gainesville, Alachua County and the Ocala/Marion County Transportation Planning Organization to execute an Interlocal Agreement to form a partnership to conduct regional transportation planning. MTPO staff started work on preparing a regional transportation plan.

LIST OF PRIORITY PROJECTS

Each year, the MTPO approves and forwards to the Florida Department of Transportation priority lists of needed transportation projects that are currently unfunded.

TRANSPORTATION IMPROVEMENT PROGRAM

The MTPO developed and approved the Fiscal Years 2006/2007 - 2010/2011 Transportation Improvement Program that shows a comprehensive list of transportation projects that are funded during the next five years.

DISADVANTAGED BUSINESS ENTERPRISE

The MTPO adopted the Disadvantaged Business Enterprise Program to ensure nondiscrimination in the award and administration of USDOT assisted contracts.

EFFICIENT TRANSPORTATION DECISION MAKING (ETDM)

MTPO staff continued to assist the Florida Department of Transportation in the implementation of the Efficient Transportation Decision Making (ETDM) program.

INTERGOVERNMENTAL COORDINATION AND REVIEW AND PUBLIC TRANSPORTATION COORDINATION JOINT PARTICIPATION AGREEMENT

The MTPO successfully executed this Agreement with the City of Gainesville, the North Central Florida Regional Planning Council, and the Gainesville-Alachua County Regional Airport Authority.

URBAN VILLAGE DESIGN PROPOSAL

In 2005, the MTPO contracted with the University of Florida, College of Architecture to prepare a design study for SW 20th Avenue immediately west of State Road 121. During 2006, the results of this study was presented to the MTPO.

URBAN VILLAGE ACTION PLAN

MTPO staff developed a short range action plan to implement the recommendations contained in the Urban Village Design Proposal.

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
TRANSPORTATION PLANNING STAFF

Scott R. Koons, AICP Executive Director

* Marlie Sanderson, AICP Director of Transportation Planning

Lynn Franson-Godfrey, AICP Senior Planner

** Michael Escalante, AICP Senior Planner

Ursula Garfield Assistant Planning Technician

* Primary Responsibility

** Secondary Responsibility

