

**GAINESVILLE URBANIZED AREA  
METROPOLITAN TRANSPORTATION  
PLANNING ORGANIZATION**

**UNIFIED PLANNING WORK PROGRAM  
FISCAL YEAR 2006**

**(July 1, 2005 through June 30, 2006)**

Federal Project ID Number: FAP 02410(43)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- 214094-4-14-01

Prepared for the  
Metropolitan Transportation Planning Organization  
For The Gainesville Urbanized Area

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Chuck Chestnut, Chair

May 5, 2005

GAINESVILLE URBANIZED AREA  
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION

UNIFIED PLANNING WORK PROGRAM

FISCAL YEAR 2006

(July 1, 2005 through June 30, 2006)

Prepared by:

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For The Gainesville Urbanized Area  
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## **I. INTRODUCTION**

### **UNIFIED PLANNING WORK PROGRAM- DEFINED**

The Fiscal Year 2006 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 2006. 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 and the University of Florida. 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 from Year 2020 to Year 2025
- staff assistance and support to the Regional Transit System
- continue to research and develop 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 April 5, Citizens Advisory Committee on April 6 and Technical Advisory Committee on April 6. In addition, this document was reviewed by the Metropolitan Transportation Planning Organization on May 5. 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 July 25, 2002. This information expires on July 24, 2005.

### **REGIONAL, STATE AND FEDERAL PLANNING EMPHASIS AREAS**

Each year, the Federal Highway Administration, the Federal Transit Administration and the Florida Department of Transportation identify 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 ten Planning Emphasis Areas.



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## **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) 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 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. Standard Joint Participation Agreement for Section 112 Funds (December 18, 1979)- 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 MPO in conformance with 23 CFR Part 1 and 23 CFR 450, Subpart A, to provide financial assistance to the MPO 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.  
*Note- We are currently working to update this Agreement.*
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. Standard Urbanized Area Transportation Planning Agreement (April 25, 1978)- The purpose of this Agreement is to set forth responsibilities of the Florida Department Of Transportation and the MPO in carrying out transportation planning and programming in the Gainesville Metropolitan Area, and to describe the cooperative procedures under which such planning and programming will be carried out. *Note- We are currently working to update this Agreement.*
5. Standard Intergovernmental Coordination And Review Agreement (July 26, 1978)- 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.
6. 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 and its Citizens Advisory Committee.

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

The following certifications and assurances are included in Appendix B:

1. Federal Fiscal Year 2006 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 2006 FTA Certifications and Assurances;
  - C. Section 5303 Planning Line Item Codes - FY 2006 (FTA Funds Only);
  - D. Section 5303 Approved Project Budget for FY 2006 (total dollars);  
and
  - E. Federal Fiscal Year 2006 Debarment and Suspension Certification.

## **7 METROPOLITAN PLANNING AREAS RELATIONSHIP TO MPO UPWP TASKS**

The work tasks included in this document are assessed as to their relationship to meeting the 7 metropolitan planning areas. These areas are required to be considered as part of the metropolitan planning process by 23 U.S.C. 134(f)(1). The 7 metropolitan planning areas are listed and a metropolitan planning area-UPWP work task matrix is provided in Appendix C.

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### **III. WORK PROGRAM**

The 2006 Unified Planning Work Program (UPWP), covering the Fiscal Year from July 1, 2005 to June 30, 2006, 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 2006 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 Federal Transit Administration's latest guidelines for National 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.

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## UPWP-FY 2006

### 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 2004/2005 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, 2004.

### 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, 2005. 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 \$6,003 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 generally conducted during the spring.

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

### **Planning Emphasis Area #1- 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 the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) planning factor- Increasing Safety and Security of Transportation Systems. This plan is concerned with how the MPO will continue to function in the event of a natural or man-made disaster.

### **Planning Emphasis Area #4- State DOT Consultation with Non-Metropolitan Local Officials**

Overall, this is the primary task that supports procedures that allow for federal and state transportation officials to consult with locally elected officials in the Gainesville Metropolitan Area. This is supported by 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.

### **Planning Emphasis Area #8- Public Involvement**

Public Involvement Process - This task will work on increasing public participation, particularly among traditional underserved populations. In addition, this task will evaluate the effectiveness of public involvement activities and use the results to continue to improve the public involvement process. For this task, the following work activities will be implemented:

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. A document entitled Citizens' Guide to Transportation Planning will be 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.

### **Planning Emphasis Area #10- 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 PRODUCT:**

The products will be good record keeping, a Financial Statement and Auditor's Report, an updated Continuity of Operations Plan, an updated Public Involvement Plan, 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, 2006.

<b>SCHEDULE OF ACTIVITIES</b>											
<b>2005</b>						<b>2006</b>					
<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

### **RESPONSIBLE AGENCIES      FUNDING SOURCES**

*NCFRPC	Federal; FHWA Section 112; \$67,606 (Cash)
Alachua County	Local; MTPO; \$527 (Cash)
City of Gainesville	Local; Local Agency Work; \$17,312 (Inkind)
	[City of Gainesville \$9,912 (Inkind)]
	[Alachua County \$5,400 (Inkind)]
	[University of Florida \$2,000 (Inkind)]

**\*Lead Agency**

## UPWP-FY 2006

### UPWP TASK NUMBER:

1.2

### TASK TITLE:

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 2006 UPWP.

Transportation Improvement Program- preparation of the Fiscal Year 2006 - 2010 Transportation Improvement Program.

### METHODOLOGY:

Unified Planning Work Program- The development of a document which contains all transportation and transportation-related planning activities anticipated within the Gainesville Metropolitan Area during the year, regardless of funding source.

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 Emphasis Area #1- Consideration of Safety and Security in the Transportation Planning Process-** TEA-21 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. The review of an article in the May/June 2003 issue of Public Roads which describes the tools and strategies associated with the implementation of safety conscious planning within Statewide and metropolitan transportation planning processes, including resources targeted to States and MPOs.
  2. Trying to attend a training course available through the National Transit Institute (NTI) entitled "Safety Conscious Planning."
- 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 found in Appendix H of the List of Priority Projects (LOPP).
- 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.

**END PRODUCTS:** Anticipated completion date is June 30, 2006.

Fiscal Year 2007 Unified Planning Work Program (UPWP) report prepared and submitted in the third and fourth quarter of Fiscal Year 2006.

Fiscal Years 2007 - 2011 Transportation Improvement Program (TIP) report prepared and submitted in the third and fourth quarter of Fiscal Year 2006, 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 2004 Federal Funds Obligation Project List prepared and submitted in the first quarter of Fiscal Year 2006 as an appendix to the Fiscal Year 2006 List of Priority Projects.

SCHEDULE OF ACTIVITIES											
2005						2006					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓					✓	✓	✓	✓	✓	✓

**RESPONSIBLE AGENCY**

**FUNDING SOURCES**

\*NCFRPC

Federal; FHWA Section 112; \$48,000 (Cash)

Local; MTPO; \$374 (Cash)

\*Lead Agency

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## **UPWP-FY 2006**

### **UPWP TASK NUMBER:**

1.3

### **TASK TITLE:**

Procedural 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 2005, staff continued subscriptions to various transportation journals and attended the following seminars on urban transportation planning and program management:

Metropolitan Planning Organization Advisory Council (MPOAC) meetings in Orlando on July 22, October 21, January 27 and April 28;  
Florida Department of Transportation, Administration of PL and Section 5303 Funds Workshop in Orlando from July 7 to 9;  
Florida Department of Transportation, Title VI Training in Orlando on July 26 and 27;  
Transpo 2004 Conference in Jacksonville on December 7;  
Federal Highway Administration, Economic Analysis for Highway Decision-Makers Workshop in Tampa on December 13 and 14;  
4<sup>th</sup> Annual New Partners for Smart Growth Conference in Miami Beach from January 27 to 29;  
American Planning Association meeting in San Francisco, California from March 19 to 23.

### **METHODOLOGY:**

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



### **Planning Emphasis Area #5- Enhancing the Technical Capacity of Planning Processes**

Reliable information on current and projected usage and performance of transportation systems is critical to the ability of planning processes to supply credible information to decision-makers to support preparation of plans and programs that respond to their localities' unique needs and policy issues. To ensure the reliability of usage and performance data, as well as the responsiveness of policy forecasting tools, an evaluation is needed of the quality of information provided by the technical tools, data sources, forecasting models, as well as the expertise of staff to ensure its adequacy to support decision-making.

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											
2005						2006					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

#### **RESPONSIBLE AGENCY**

\*NCFRPC

#### **FUNDING SOURCES**

Federal; FHWA Section 112; \$24,000 (Cash)  
Local; MTPO; \$187 (Cash)  
Local; \$10,000 (Cash)

\*Lead Agency

## UPWP-FY 2006

### 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 2006.

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

SCHEDULE OF ACTIVITIES											
2005						2006					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
		✓			✓			✓			✓

**RESPONSIBLE AGENCY**

\*NCFRPC

\*Lead Agency

**FUNDING SOURCES**

Federal; FHWA Section 112; \$35,000 (Cash)  
Local; MTPO; \$273 (Cash)

## **UPWP-FY 2006**

### **UPWP TASK NUMBER:**

1.5

### **TASK TITLE:**

State Support of Program Management and  
Technical Assistance

### **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 PL 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											
2005						2006					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

**RESPONSIBLE AGENCY**

**FUNDING SOURCES**

\*FDOT

State; FTA Section 5303; \$11,049 (Cash)

\*Lead Agency

## **UPWP-FY 2006**

### **UPWP TASK NUMBER:**

1.6

### **TASK TITLE:**

State Support of SPR Program Management and  
Technical Assistance

### **PURPOSE:**

To identify FDOT District 2 planning activities that provide guidance and support to the urban transportation planning process leading to the adoption and maintenance of a transportation plan and implementation of the most urgently needed projects consistent with the plan.

### **PREVIOUS WORK COMPLETED:**

Previous work includes system surveillance activities, system development/evaluation efforts (including the long-range transportation plan), transportation system management strategies and the transportation improvement program.

### **METHODOLOGY:**

The Florida Department of Transportation will provide system surveillance inventories. The Florida Department of Transportation will also provide a substantial effort toward the continuing evaluation and updating of the long-range transportation plan, the transportation system management element and the transportation improvement program. This task uses “soft match” funds. These funds involve the use of State toll revenue expenditures as a credit toward the non-federal matching share. In Table 2, Column 9, the figures shown for local match are cash. These local cash funds are needed to support the transportation planning program.

### **END PRODUCT:**

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

SCHEDULE OF ACTIVITIES											
2005						2006					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

**RESPONSIBLE AGENCY**

**FUNDING SOURCES**

\*FDOT

State; Soft Match; \$84,573 (Inkind)

\*Lead Agency

## UPWP-FY 2006

**UPWP TASK NUMBER:**

2.1

**TASK TITLE:**

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 an on-going task that is performed each year by 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, 2006.

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

SCHEDULE OF ACTIVITIES											
2005						2006					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓



**RESPONSIBLE AGENCIES****FUNDING SOURCES**

FDOT

\*Alachua County

\*City of Gainesville

Local; Local Agency Work; \$57,943 (Inkind)

[City of Gainesville \$30,093 (Inkind)]

[Alachua County \$27,850 (Inkind)]

**\*Lead Agencies**

## **UPWP-FY 2006**

### **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 Update is a two year process that will be completed in the second quarter of Fiscal Year 2006. Last year, Staff continued to refine the base year and future year socioeconomic data files for use in the travel demand modeling process. This data refinement occurred in conjunction with the GUATS model validation process. The validation process includes iteratively adjusting socioeconomic data files by TAZ so that highway loading patterns match existing count data and meet state and federal validation standards.

Staff also 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 equality issues and other aspects of the LRTP process.

### **METHODOLOGY:**

In October, 2004, the FDOT adopted a new travel demand software package, CUBE, to replace the software package TransCAD adopted earlier in July, 2003. During the coming year, MTPO staff will attend workshops and training seminars to gain familiarity with the new software package. Operationally, MTPO staff will adjust future year 2025 socioeconomic data to test the transportation impacts of new land use considerations in the urban area.

Staff will also use Year 2000 Census data to continue to identify low-income, minority and other under-represented population groups within the county. This information will be used to address equality issues and other aspects of the LRTP process.

**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. Improved transportation models allowing for quicker response and up-to-date travel behavior modeling. Updated traffic analysis zone delineations to support the Year 2000 Census Transportation Planning Package (CTPP). A report identifying the location of low-income, minority, elderly, disabled and ethnic or religious group populations. Anticipated completion date is June 30, 2006.

SCHEDULE OF ACTIVITIES											
2005						2006					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

**RESPONSIBLE AGENCY**

\*NCFRPC

**FUNDING SOURCES**

Federal; FHWA Section 112; \$25,000 (Cash)  
Local; MTP0; \$195 (Cash)  
University of Florida \$1,000 (Inkind)

\*Lead Agency

## UPWP-FY 2006

### UPWP TASK NUMBER:

### TASK TITLE:

3.1

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 in the Spring of 2005 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 - 2011.

### 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 Emphasis Area #1- Consideration of Safety and Security in the Transportation Planning Process-** TEA-21 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. The review of an article in the May/June 2003 issue of Public Roads which describes the tools and strategies associated with the implementation of safety conscious planning within Statewide and metropolitan transportation planning processes, including resources targeted to States and MPOs.
2. Trying to attend a training course available through the National Transit Institute (NTI) entitled "Safety Conscious Planning."

3. 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. Planning Emphasis Area #3- Consideration of Management and Operations within Planning Processes-** TEA-21 challenges FHWA and FTA to move beyond traditional capital programs for improving the movement of people and goods- focusing on the need to improve the way transportation systems are managed and operated. This task will include, where appropriate, consideration of operations and management issues and strategies (e.g., traffic signal system integration and/or ramp metering; freeway/arterial operations, including the operation of special use lanes); incident management; maintenance of traffic during construction; establishment/marketing of special use lanes and/or park-and-ride facilities; and data sharing. This task will also include a review of discussion papers available at [[www.plan4operations.dot.gov](http://www.plan4operations.dot.gov)].

**END PRODUCTS:** Anticipated completion date is June 30, 2006.

2007 List of Priority Projects (LOPP) Report for the FDOT Work Program will be completed in the fourth quarter of Fiscal Year 2006.

SCHEDULE OF ACTIVITIES											
2005						2006					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

#### **RESPONSIBLE AGENCIES      FUNDING SOURCES**

*NCFRPC	Federal; FHWA Section 112; \$47,000 (Cash)
Alachua County	Local; MTPO; \$367 (Cash)
Public Works Department	Local; Local Agency Work; \$13,431 (Inkind)
City of Gainesville Traffic	[City of Gainesville \$3,491 (Inkind)]
Engineering Department	[Alachua County \$7,940 (Inkind)]
	[University of Florida \$2,000 (Inkind)]

**\*Lead Agency**

## **UPWP-FY 2006**

### **UPWP TASK NUMBER:**

3.2

### **TASK TITLE:**

Long Range Plan Update

### **PURPOSE:**

Update current adopted long range plans to be consistent with the planning requirements identified in TEA-21.

Integrate the Efficient Transportation Decision Making (ETDM) process into the MTPO planning and programming process.

### **PREVIOUS WORK COMPLETED:**

Reviewed the current adopted long range plan for consistency with the applicable provisions of TEA-21 and Florida law. In addition, 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.

### **Long Range Transportation Plan Update**

Specific activities and/or products that were completed in Fiscal Year 2004/2005 with respect to the update of the long range transportation plan include the following:

#### **Task 1- Public Involvement**

#### **Work Progress**

- Revised the public opinion survey questionnaire.
- Revised the first newsletter.
- Make arrangements for a September 20<sup>th</sup> public workshop.
- Drafted the criteria evaluation form to be used in the September 20th public workshop.
- Developed a form for obtaining public input on evaluation criteria. Revised based upon review.
- Met with MTPO committees on August 18<sup>th</sup> to discuss: updated survey

questionnaire; updated Vision Statement; plans for September 20<sup>th</sup> public meeting.

- Made additional revisions to the public opinion survey questionnaire based upon August 18<sup>th</sup> MTPO committee input.
- Advanced preparations for the September 20<sup>th</sup> workshop including preparing PowerPoint presentation
- Conducted the September 20<sup>th</sup> public workshop.
- Compiled the early results of the evaluation factor weighting.
- Prepared for the November 18<sup>th</sup> public workshop.
- Decided to postpone until February the public meeting on transportation needs assessment.
- Updated Web site to include evaluation factor form.
- Prepared PowerPoint presentation for December 9<sup>th</sup> MTPO meeting.
- Received and tallied the total evaluation criteria weighting forms from the public (about 4 dozen).
- Updated PowerPoint presentation for MTPO meeting on December 9<sup>th</sup> based upon additional public input on weighting of evaluation factors.
- Finalize mailer for March 16<sup>th</sup> public meeting.
- Pretested the survey questionnaire.
- Finalize the survey questionnaire based on MTPO input.
- Finalize the ranking/rating evaluation forms based on MTPO input.

### **Products**

- Updated draft public opinion survey questionnaire.
- Updated newsletter/mailer.
- Evaluation factor forms used at September 20<sup>th</sup> public meeting.
- Presentation for September 20<sup>th</sup> public meeting.
- Updated Web site to include evaluation factor weighting form.

- PowerPoint presentation for December MTPO meeting.
- Updated project schedule.
- Final survey questionnaire.
- Final ranking/rating forms.

## **Task 2- Mapping and Data Development**

### **Work Progress**

- Reviewed technical memorandum (TM-1) on the TransCAD database. Requested these data in electronic form from the MTPO staff.
- Received electronic data set on the traffic analysis zone (TAZ) TransCAD database.
- Finalized the data base.
- Cooperated with MTPO in completing pedestrian environment variable (PEV) data set.
- Advanced the mapping/data development task to completion.
- Began to complete this task when work on TransCAD was stopped.
- Provided input files to Citilabs.
- Requested that MTPO Staff review the special generator data in ZDATA3 for changes that might have occurred since the 1990 model.
- Requested that MTPO Staff review the ZDATA2 file.
- Held additional discussions with the MTPO staff regarding ZDATA2 issues.
- Asked MTPO staff to review the special generator data in ZDATA3 for changes that might have occurred since the 1990 model.
- Received from MTPO staff a revised ZDATA2 file.
- Received from MTPO staff comments on special generators. The revised ZDATA3 file was assembled using these data and information on UF housing from the University.



## **Products**

- Input files for Citilabs.

## **Task 3- Data Review and Verification**

### **Work Progress**

- Made minor revisions to the highway network in conjunction with the parallel transit network coding.
- Performed additional analysis to compare the location of college students as reported by the University of Florida and by the Census Bureau.
- Made minor revisions to transit network.
- Finalized the highway network.
- Finalized all networks.
- Began to complete this task when work on TransCAD was stopped.
- Provided input files to Citilabs.
- Continued to cooperate with Citilabs to bring new model into use.
- Continued to work with Citilabs version of the model. Changes to the draft version of the model have been made and more are expected. Identifying the changes has required a line-by-line review of the Voyager script. A list of the changes that have been made include:
  - Counts in the original Caliper network were in some cases not correct by direction, and represented AADT. The directionality issues were corrected and the counts were adjusted to represent peak season.
  - External Productions and the “thru” trip table were adjusted to match 2000 counts, auto occupancies, and truck percentages by truck class (ZDATA4).
  - The Citilabs script did not read the FSUTMS speed/capacity tables and VFACTORS. This was corrected with the help of Citilabs.
  - The percentage of students in each TAZ was calculated for use in the University trip purpose.
  - ZDATA2 files were corrected and translated to the format required by Voyager.
  - ZDATA3 files were corrected. More changes are expected in connection with the University trip purpose.
  - A Fratar model was inserted into the model stream to provide a way to “grow” the through trip table.
  - ZDATA1 files were found to contain vacancy rates greater than 100% for some TAZs. Revised the NERGEN trip generation 100% for some TAZs. Revised the NERGEN trip generation program to provide error flags for this condition.

- The Citilabs network routine did not create terminal times because key was on facility type. The script was corrected to use area type.
- The Citilabs scripts did not correctly factor external heavy trucks. This was corrected.

### **Products**

- Input files for Citilabs.

### **Task 4- Model Update and Validation**

#### **Work Progress**

- Reviewed with MTPO staff and FDOT the segmentation of households to include student households.
- Had additional conversations with MTPO staff on student household trip generation. The recommendation is to apply the difference between multi-family and student household rates as a post-generation adjustment to the trip generation model.
- Began implementing the Gainesville TransCAD model.
- The Model Task Force action on October 6<sup>th</sup> to cease modeling efforts with TransCAD and begin negotiations with Citilabs impacts the travel demand model development. Since this meeting, Corradino has provided model files to Citilabs staff for their use in developing a Cube/Voyager-based model for Gainesville. After the delivery of the Voyager model, Corradino performed a validation of the model.
- Specified the mode choice model that will be used for the model. Citilabs has inserted this model into the Voyager version of the model.
- Received a draft version of the CUBE/Voyager version of the model from Citilabs. Began refining the model to match the modeling plan delivered to the MTPO earlier.
- Discussed the Voyager version of the mode choice model and other issues with Citilabs.
- Implemented the University trip purpose, using data from the NE Florida Household survey and the report on Gainesville trip generation provided by FDOT District 2.
- Reprojected the geographic database so that the model displays correctly in the NAD83 NE Florida state plane system.

- Completed development of the mode choice model and mode choice targets. The model is programmed as a Voyager Matrix. It is a nested logit model for home-based-work, home-based-other, non-home based, off-campus-UF, and on-campus UF trips. It splits trips among walk, bike, walk-to local bus, walk-to premium transit, auto-to local transit and auto-to premium transit.
- Implemented Voyager code to automatically estimate the mode choice constants.
- Implemented the FSUTMS RMSE and HEVAL programs in the Voyager environment.
- Began model validation runs.

### **Products**

- Input files to Citilabs.

### **Task 5- Year 2025 Needs and Cost Feasible Plans**

### **Work Progress**

- Developed information concerning the basic financial conditions that affect transportation projects in the Gainesville Urbanized Area.
- Continued drafting the basic financial conditions that affect transportation projects in the Gainesville Urbanized Area.
- Completed internal draft of Finance Report.
- Began SYNCHRO analysis of nine intersections.

### **Products**

- Internal draft of Finance Report.

### **Efficient Transportation Decision-Making (ETDM)**

Specific activities that were completed in Fiscal Year 2004/2005 with respect to the Efficient Transportation Decision-Making (ETDM) process include the following:

- attended ETDM Environmental Technical Advisory Team training in FDOT District 2 on October 7 and 8; and
- attended ETDM Environmental Technical Advisory Team training in FDOT District 2 on March 9.

## **METHODOLOGY:**

The current adopted long range plan will be reviewed each year for consistency with the applicable provisions of TEA 21 and Florida law. In order to try and identify possible future revenues to implement additional projects in the long range transportation plan, the MTPO will continue exploring alternative funding sources through the planning process.

In addition, the MTPO must update its long range transportation plan by December 14, 2005. The updated plan will assess the distribution of benefits and adverse environmental impacts of proposed long range plan projects on various socioeconomic groups identified in Task 2.2.

The total estimated cost for consultant services to update this plan for the three year period is \$300,000. The following sections discussed the schedule that will be followed to meet this deadline.

### **PLAN UPDATE SCHEDULE**

In Fiscal Year 2006, the plan development phase will be completed and the updated long range transportation plan will be adopted by December, 14 2005. The amount of dollars programmed for this activity for consultant services during this fiscal year is \$25,000 provided by the Florida Department of Transportation and \$25,000 of carryover MTPO PL funds.

### **EFFICIENT TRANSPORTATION DECISION MAKING (ETDM)**

The MTPO will continue to integrate the ETDM process into its existing planning and programming process. This activity will initially require MTPO staff to load the MTPO's long range needs or cost feasible plan into the ETDM data base and adopt policies relating to the submittal of projects both at the planning and programming phase. In addition, MTPO staff will also assist the MTPO in developing purpose and need statements and logical termini for projects (excluding Florida Intrastate Highway System projects) in the MTPO's long range plans. These policies should also set up processes to respond to resource agency comments and to prepare planning summary reports. Additional activities would include uploading information about the community (such as socio-cultural data) into the ETDM database to assist in the review of submitted projects and to strengthen the overall planning processes of the MTPO.

### **Planning Emphasis Area #2- Linking the Planning and NEPA Processes**

When completed, MTPO staff will review FHWA and FTA guidance on the appropriate use of planning results during a NEPA review. Based upon this guidance, the MTPO will develop an action plan. This information will be posted on the website for the Transportation Planning Capacity Building Program at [www.planning.dot.gov](http://www.planning.dot.gov).

MTPO staff will plan to attend a training course entitled *Linking Planning and NEPA*. These workshops culminate in the development of action plans to change the current process for better coordination of transportation planning and environmental reviews.

### **Planning Emphasis Area #7- Regional Planning**

The MTPO, as necessary, will provide products and processes that result in regional planning and cooperation among adjacent MPOs and integration of the Florida Strategic Intermodal System (SIS). Since the Metropolitan Transportation Planning Organization (MTPO) for the Gainesville Urbanized Area's metropolitan planning boundary is not currently adjacent to the metropolitan planning boundary of any other MPO, this State Planning Emphasis Area for Fiscal Year 2006 regarding regional planning and cooperation among adjacent MPOs does not currently apply to the MTPO. However, the MTPO will integrate its long range transportation planning process with SIS facilities.

### **END PRODUCT:**

The MPO long range plan will be reviewed during the fourth quarter of Fiscal Year 2006 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.

With respect to the long range transportation plan update, end products will include adopted revenue forecasts and adopted Year 2025 Needs Plan and Cost Feasible Plan. The anticipated adoption date of the long range transportation plan is November 3, 2005.

This contract will 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.

An implemented ETDM process.

Anticipated completion date is June 30, 2006.

<b>SCHEDULE OF ACTIVITIES</b>											
<b>2005</b>						<b>2006</b>					
<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>

**RESPONSIBLE AGENCY****FUNDING SOURCES**

\*NCFRPC

Federal; FHWA Section 112; \$83,853 (Cash)  
State; FDOT; \$25,000 (Cash)  
Local; MTP0; \$654 (Cash)  
Local; Local Agency Work; \$26,903 (Inkind)  
    [City of Gainesville \$19,803 (Inkind)]  
    [Alachua County \$3,600 (Inkind)]  
    [University of Florida \$3,500 (Inkind)]

**\*Lead Agency**

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## UPWP-FY 2006

### 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.

- Provide a process for the appointment and reappointment of voting and non-voting members of the local coordinating board (LCB).
  1. **Accepted applications for LCB membership.**
- Prepare agendas for local coordinating board meetings consistent with the *Local Coordinating Board and Planning Agency Operating Guidelines*.
  1. **Prepared meeting materials.**
  2. **Prepared draft agendas.**
  3. **Had agenda and meeting materials prepared in braille, large print and audio tape.**
  4. **Sent draft agenda and requested data from Community Transportation Coordinator (CTC).**
  5. **Mailed draft agenda and meeting notice to LCB, CTC and interested persons.**
  6. **Made room reservations.**

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.

1. **Prepared meeting minutes.**



- Provide at least one public hearing annually by each local coordinating board.

- 1. Scheduled LCB public hearing.**

- Develop and update by-laws for local coordinating board approval.

- 1. Updated by-laws.**

- Develop, update and implement local coordinating board grievance procedures in accordance with the Commission guidelines.

- 1. Reviewed service complaints.**
- 2. Provided service complaints report to LCB for review.**
- 3. Received complaints from users of system.**

- Maintain a current membership roster and mailing list of local coordinating board members.

- 1. Provided Commission for the Transportation Disadvantaged (CTD) staff with LCB membership changes (name, address, phone number).**
- 2. Updated all membership lists (organizational chart, mail list, phone list, attendance record).**

Provide public notice of local coordinating board meetings and local public hearings in accordance with the *Coordinating Board and Planning Agency Operating Guidelines*.

- 1. Sent LCB, CTC, interested persons and local media LCB meeting notice.**
- 2. Prepared and distributed flyers advertising meeting per LCB's request.**

- 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.

- 1. Reviewed 2003-2004 Annual Operations Report.**
- 2. Reviewed Quarterly Operating Report data.**
- 3. Analyzed Quarterly Operating Report data for LCB.**

- Jointly develop the transportation disadvantaged service plan (TDSP) with the community transportation coordinator and coordinating board.

- 1. Drafted planning and CTC sections of TDSP.**

- Review the transportation disadvantaged service plan, and recommend approval or changes to the local coordinating board.

- 1. Provided TDSP to LCB for review.**

- Report the actual expenditures of direct federal and local government transportation funds to the Commission for the Transportation Disadvantaged.

- 1. Sent letters to agencies requesting annual expenditures.**

- 2. Compiled annual expenditures.**

- 3. Forwarded annual expenditures for CTD.**

- Prepare the planning section of the transportation disadvantaged service plan following the Commission guidelines.

- 1. Drafted planning sections.**

- 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.

- 1. Asked LCB to recommend TD projects for inclusion in the Transportation Improvement Program.**

- 2. Provided TDSP to local planning agencies.**

- 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.

- 1. Prepared progress reports and expenditure reports for LCB review.**

- Attend Commission-sponsored training, the Commission’s quarterly regional meetings, and the Commission’s annual training workshop, within budget/staff/schedule availability.

- 1. Attended TD Conference.**

- Attend at least one Commission meeting each year within budget/staff/schedule availability.

**1. Attended 8/04 and 6/04 CTD meetings.**

- Provide training for newly-appointed local coordinating board members

**1. Provided a LCB Learners Workbook to all newly appointed LCB members.**

- Provide technical assistance to the community transportation coordinator, purchasing agencies and others, as needed within budget/staff/schedule availability.

**1. Worked with CTC to provide additional trips with FDOT Section 5311 funds.**

- 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).

**1. Drafted annual performance evaluation.**

**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.

### **Planning Emphasis Area #6- Coordination of Human Service Transportation**

In accordance with Subsection 427.015 and Subsection 427.0157 Florida Statutes, the MTPO will develop local service needs and provide information, advice and direction to the community transportation coordinator. Therefore, the MTPO will continue to 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 together with federal, state and local agencies to ensure that transportation services are seamless, comprehensive and accessible to all citizens by using Human Service Transportation programs, such as the United We Ride Initiative.

#### **END PRODUCT:**

Various work tasks and products required by Chapter 427 Florida Statutes and Rule 41-2 of the Florida Administrative Code, including a report that identifies the location of low-income, minority, elderly, and disabled populations. Anticipated completion date is June 30, 2006.

SCHEDULE OF ACTIVITIES											
2005						2006					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

#### **RESPONSIBLE AGENCY**

\*NCFRPC

#### **FUNDING SOURCES**

State; TD Grant; \$20,769 (Cash)

**\*Lead Agency**

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## UPWP-FY 2006

**UPWP TASK NUMBER:**

3.4

**TASK TITLE:**

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.

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.
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 activities:

1. System Level (41.13.01)- 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.
2. Short Range Transportation Planning (41.14.00)- the monitoring of transit activity, including the preparation of an annual transit ridership report, and providing technical assistance to Regional Transit System staff. This task will also include counting bicycles at 13 permanent bicycle count locations and contracting with the University of Florida, School of Architecture to prepare a bicycle and pedestrian master plan for SW 20<sup>th</sup> Avenue west of SW 34<sup>th</sup> Street (see detailed task description in Appendix K).
3. Transportation Improvement Program (41.15.00)- activities specifically emphasizing TIP development and monitoring and developing transit project priorities for unfunded transit projects.
4. Americans with Disabilities Act (ADA) (41.16.01)- the planning, development and improvement of transportation services to the elderly and persons with disabilities.

## **Planning Emphasis Area #9- Transit Quality of Service**

In conjunction with the long range transportation plan update, the MTPO will 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 task through the Section 5303 Grant Program. *(Note- as part of the long range transportation plan update, MTPO staff completed this task in fiscal year 2004/2005.)*

## **END PRODUCTS:**

A report including the assessment of the quality of bicycle, pedestrian and transit service of existing LOSPLAN software-analyzed roadway facilities with an anticipated completion date of November 2006. A Bicycle Usage Trends Report counting bicycles at 13 permanent bicycle count locations with an anticipated completion date of December 2006. A Bicycle and Pedestrian Master Plan for SW 20<sup>th</sup> Avenue west of SW 34<sup>th</sup> Street with an anticipated completion date of January 2007. An annual transit

ridership monitoring report with an anticipated completion date of February 2006.

Fiscal Years 2006 - 2010 Transportation Improvement Program with an anticipated completion date of June 2006.

SCHEDULE OF ACTIVITIES											
2005						2006					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

**RESPONSIBLE AGENCIES      FUNDING SOURCES**

\*NCFRPC

City of Gainesville-

Regional Transit System

University of Florida

Federal; FTA Section 5303; \$88,389 (Cash)

Local; MTPO; \$11,049 (Cash)

University of Florida \$2,000 (Inkind)

**\*Lead Agency**



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## **UPWP-FY 2006**

### **UPWP TASK NUMBER:**

3.5

### **TASK TITLE:**

Management Systems

### **PURPOSE:**

Continue to review and update the congestion management system.

### **PREVIOUS WORK COMPLETED:**

Updated level of service information as part of the Congestion Management Systems by compiling a data base of information needed to estimate existing levels of service (LOS).

The LOS Report was updated to account for:

1. the Year 2003 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;
2. revisions to ARTPLAN analyses for:
  - A. G-32 Radio-Museum Road from SW 34<sup>th</sup> Street to SW 13<sup>th</sup> Street;
  - B. G-31 North-South Drive;
  - C. A-45 Fort Clarke Boulevard from Newberry Road to NW 23<sup>rd</sup> Avenue; and
  - D. A-23 NW 83<sup>rd</sup> Street from NW 23<sup>rd</sup> Avenue to NW 39<sup>th</sup> Avenue.
3. changes to the terminus for 13 level of service facilities because of boundary revisions to the adopted Year 2000 Census Urbanized Area map.

During Fiscal Year 2005, the MTPO adopted the existing Florida Department of Transportation (FDOT) District 2 regional ITS architecture and established an Intelligent Transportation System (ITS) Consortium.

### **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 ART-PLAN and ART-TAB 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.

**Planning Emphasis Area #3- Consideration of Management and Operations Within Planning Processes**

TEA-21 challenges FHWA and FTA to move beyond traditional capital programs for improving the movement of people and goods- focusing on the need to improve the way transportation systems are managed and operated. The activities and products developed within this task will include a review of working papers commissioned by a working group available at [www.plan4operations.dot.gov](http://www.plan4operations.dot.gov), as well as reviewing a reference guide entitled *Getting More by Working Together- Opportunities for Linking Planning and Operations*.

This task will also include a review of existing level of service information to identify specific projects to add to the MTPO's List of Priority Projects. As a result, the area's congestion management system (CMS) plan will be updated as necessary and integrated more fully into the transportation planning process.

**END PRODUCTS:**

Annual Level of Service Report will be completed in the second quarter of Fiscal Year 2006.

SCHEDULE OF ACTIVITIES											
2005						2006					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

**RESPONSIBLE AGENCY**

\*NCFRPC  
FDOT

**FUNDING SOURCE**

Federal; FHWA Section 112; \$48,000 (Cash)  
Local; MTPO; \$374 (Cash)

**\*Lead Agency**

## UPWP-FY 2006

**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 the City of Gainesville using \$15,000 of charrette funds to hire and manage a consultant for the Preliminary Feasibility Study for Intersection/Interchange Modifications for Archer Road and SW 34<sup>th</sup> Street.

**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, 2006.

SCHEDULE OF ACTIVITIES											
2005						2006					
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

**RESPONSIBLE AGENCIES****FUNDING SOURCES**

\*NCFRPC

Federal; FHWA Section 112; \$5,000 (Cash)  
Local; MTPO; \$10,000 (Cash)  
Local; Local Agency Work; \$8,300 (Inkind)  
[City of Gainesville \$0 (Inkind)]  
[Alachua County \$4,800 (Inkind)]  
[University of Florida \$3,500 (Inkind)]

\*Lead Agency

## **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 Section 112 funds
Column 8 -	Florida Department of Transportation funds (in-kind services) for matching Section 112 monies
Column 9 -	MTPO funds for matching Section 112 monies
Column 10 -	Florida Department of Transportation (FDOT) and State Transportation Disadvantaged Commission funds

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## **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) 2006 Certification Regarding Lobbying;
2. Forms Required for Federal Transit Administration Section 5303 Funds:
  - A. Standard Form 424, Application for Federal Assistance;
  - B. Federal FY 2006 Certifications and Assurances for FTA Assistance;
  - C. Federal Fiscal Year 2006 FTA Certifications and Assurances;
  - D. Section 5303 Planning Line Item Codes - FY 2006 (FTA Funds Only);
  - E. Section 5303 Approved Project Budget for FY 2006 (total dollars); and
  - F. Federal Fiscal Year 2006 Debarment and Suspension Certification.

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**FEDERAL FISCAL YEAR 2006  
CERTIFICATION REGARDING LOBBYING**

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (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 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 undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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 \$10,000.00 and not more than \$100,000.00 for each such failure.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chuck Chestnut  
Chairperson for the MPO

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**FEDERAL FISCAL YEAR 2006 CERTIFICATIONS AND ASSURANCES FOR  
FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**  
*(Alternative to Electronic Filing)*

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

**The Applicant agrees to comply with applicable requirements of Categories 1 - 16.** xx

(The Applicant may make this selection in lieu of individual selections below.)

OR

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

<u>Category</u>	<u>Description</u>	
01.	Required of Each Applicant	<u>                    </u>
02.	Lobbying	<u>                    </u>
03.	Private Mass Transportation Companies	<u>                    </u>
04.	Public Hearing	<u>                    </u>
05.	Acquisition of Rolling Stock	<u>                    </u>
06.	Bus Testing	<u>                    </u>
07.	Charter Service Agreement	<u>                    </u>
08.	School Transportation Agreement	<u>                    </u>
09.	Demand Responsive Service	<u>                    </u>
10.	Alcohol Misuse and Prohibited Drug Use	<u>                    </u>
11.	Interest and Other Financing Costs	<u>                    </u>
12.	Intelligent Transportation Systems Program	<u>                    </u>
13.	Urbanized Area Formula Program, JARC, and Clean Fuels Programs	<u>                    </u>
14.	Elderly and Persons with Disabilities Program	<u>                    </u>
15.	Nonurbanized Area Formula Program	<u>                    </u>
16.	State Infrastructure Bank (SIB) Program	<u>                    </u>

*(Both sides of this Signature Page must be appropriately completed and signed where indicated.)*

**FEDERAL FISCAL YEAR 2006 FTA CERTIFICATIONS AND ASSURANCES**

(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: Chuck Chestnut, Chair

BY SIGNING BELOW on behalf of the Applicant, 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 administrative guidance required for each application it makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2006.

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 Appendix A, should apply, as required, to each project for which the Applicant seeks now, or may later, seek FTA assistance during Federal Fiscal Year 2006.

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 provisions of the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 *et seq.*, as implemented by 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 Urbanized Area Formula Program, 49 U.S.C. 5307, and may apply to any other certification, assurance, or submission made in connection with any other program administered by FTA.

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 \_\_\_\_\_ Date: \_\_\_\_\_  
Name Chuck Chestnut  
Authorized Representative of Applicant

**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 \_\_\_\_\_ Date: \_\_\_\_\_  
Name David Schwartz  
Applicant's Attorney

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 2006**  
(FTA Funds Only)

Technical Classifications:

41.11.00	Program Support and Administration	\$ _____
41.12.00	General Development and Comprehensive Planning	_____
41.13.00	Long Range Transportation Planning (including Major Investment Studies and IS)	_____
41.13.01	System Level	_____ 13,458
41.13.02	Project Level	_____
41.14.00	Short Range Transportation Planning	_____ 31,854
41.15.00	Transportation Improvement Program	_____ 18,052
41.16.00	Special Projects	_____
41.16.01	Americans with Disabilities Act (ADA)	_____ 25,025
41.16.02	Clean Air Planning	_____
41.16.06	Financial Planning	_____
41.16.07	Management Systems	_____
41.16.08	Public Participation	_____
41.16.10	Livable Communities	_____
41.17.00	Other Activities	_____
Total FTA Funds		\$ _____ 88,389

Accounting Classifications

41.20.01	Personnel	\$ _____ 56,867
41.20.02	Fringe Benefits	_____ Included Above
41.20.03	Travel	_____
41.20.04	Equipment	_____
41.20.05	Supplies	_____
41.20.06	Contractual	_____
41.20.07	Other	_____ 245
41.20.08	Indirect Charges	_____ 31,277
Total FTA Funds		\$ _____ 88,389

Fund Allocations

41.30.01	MPO Activities	\$ _____ 88,389
41.30.02	Transit Operator Activities	_____
41.30.03	State and/or Local Agency Activities	_____
Total FTA Funds		\$ _____ 88,389

1. Program Support and Administration (41.11.00). 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 (41.12.00). 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 (41.13.01). 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 (41.13.02). 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) (41.14.00). 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 (41.15.00). Include only the costs of activities *specifically emphasizing* TIP development and monitoring.
6. Special Projects.
  - a. Americans with Disability Act (41.16.01). 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 (41.16.02). 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 (41.16.06). 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 (41.16.07). 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 41.18.00, "Highway Planning."
  - e. Public Participation (41.16.08). 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 (41.16.10). 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 (41.18.00). 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 (41.17.00). Include only the cost of those activities whose primary emphasis is *unrelated* to the specific types of activities described above.



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**Section 5303**  
**Approved Project Budget for FY 2006**  
(total dollars)

Technical Classifications:

41.11.00	Program Support and Administration	\$ _____
41.12.00	General Development and Comprehensive Planning	_____
41.13.00	Long Range Transportation Planning (including Major Investment Studies and IS)	_____
41.13.01	System Level	<u>16,823</u>
41.13.02	Project Level	_____
41.14.00	Short Range Transportation Planning	<u>39,818</u>
41.15.00	Transportation Improvement Program	<u>22,565</u>
41.16.00	Special Projects	_____
41.16.01	Americans with Disabilities Act (ADA)	<u>31,281</u>
41.16.02	Clean Air Planning	_____
41.16.06	Financial Planning	_____
41.16.07	Management Systems	_____
41.16.08	Public Participation	_____
41.16.10	Livable Communities	_____
41.17.00	Other Activities	_____
Total Net Project Cost		\$ <u>110,487</u>

Accounting Classifications

41.20.01	Personnel	\$ <u>71,085</u>
41.20.02	Fringe Benefits	<u>Included Above</u>
41.20.03	Travel	_____
41.20.04	Equipment	_____
41.20.05	Supplies	_____
41.20.06	Contractual	_____
41.20.07	Other	<u>305</u>
41.20.08	Indirect Charges	<u>39,097</u>
Total Net Project Cost		\$ <u>110,487</u>

Fund Allocations

41.30.01	MPO Activities	\$ <u>110,487</u>
41.30.02	Transit Operator Activities	_____
41.30.03	State and/or Local Agency Activities	_____
Total Net Project Cost		\$ <u>110,487</u>
Federal Share (80%)		\$ <u>88,389</u>
Local Share (20%)		\$ <u>22,098</u>

Accounting Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	\$ <u>110,487</u>

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**FEDERAL FISCAL YEAR 2006  
DEBARMENT AND SUSPENSION CERTIFICATION**

As required by U.S. Regulations on Governmentwide Debarment and Suspension  
(Nonprocurement) at 49 CFR 29.510

- (1) The Metropolitan Planning Organization certifies to the best of its knowledge and belief, that it and its principals:
- (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 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. DOT.

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Date

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Chuck Chestnut  
Chairperson for the MPO

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## **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: April 15, 1996
- [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

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. §§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.

---

Chuck Chestnut, Chair  
Metropolitan Transportation  
Planning Organization for the  
Gainesville Urbanized Area

---

David Schwartz, MTPO Attorney

---

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).

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## **APPENDIX C**

### **7 METROPOLITAN PLANNING AREAS AND PLANNING EMPHASIS AREAS FOR FISCAL YEAR 2006 RELATIONSHIP TO MPO UPWP TASKS**

#### **7 METROPOLITAN PLANNING AREAS**

The following is a listing of the areas to be considered in the Transportation Equity Act for the 21st Century (TEA-21) that was enacted June 9, 1998 as Public Law 105-178. As required by TEA-21, these areas are being addressed in the development of transportation plans and programs.

- AREA 1    The 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;
- AREA 2    The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the safety and security of the transportation system for motorized and nonmotorized users;
- AREA 3    The 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;
- AREA 4    The metropolitan transportation planning process shall provide for consideration of projects and strategies that will protect and enhance the environment, promote energy conservation, and improve quality of life;
- AREA 5    The 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;
- AREA 6    The metropolitan transportation planning process shall provide for consideration of projects and strategies that will promote efficient system management and operation; and
- AREA 7    The metropolitan transportation planning process shall provide for consideration of projects and strategies that will emphasize the preservation of the existing transportation system.



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## **UPWP-FISCAL YEAR 2006 WORK TASKS SUMMARY DESCRIPTION**

<b>NUMBER</b>	<b>TASK TITLE</b>
1.1	Program Management
1.2	Functional and Financial Responsibility
1.3	Procedural Development
1.4	Program Reporting
1.5	State Support of Program Management And Technical Assistance
1.6	State Support of SPR Program Management and Technical Assistance
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	(No work task programmed at this time)
3.8	(No work task programmed at this time)

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## **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
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

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## **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 2000  
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**

**2006**



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## **APPENDIX G**

### **BUSINESS PLAN**

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**PROPOSED THREE-YEAR (FY 2006 - 2008) BUSINESS PLAN FOR CARRYOVER FUNDS**

<b>3.2 Long Range Transportation Plan (LRTP) Update</b>					
<b>Task</b>	<b>Activity</b>	<b>Activity Schedule</b>	<b>Anticipated Completion</b>	<b>FHWA PL</b>	
				<b>Federal</b>	<b>State</b>
3.2.2 LRTP Update	Adopt Needs/Cost Feasible Plans	FY 2006, 2nd quarter	FY 2006, 2nd quarter	25,000	-
			Total	25,000	-
			Current Carryover Balance	50,997	-
			Remaining Balance	25,997	-

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**APPENDIX H**

**AMENDMENTS**

**TO**

**FISCAL YEARS  
2006**

**UNIFIED PLANNING WORK PROGRAM**

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## **UNIFIED PLANNING WORK PROGRAM AMENDMENT LOG**

The following log of projects are approved amendments to the Fiscal Years 2006 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
06-1	-	-	-	-
06-2	-	-	-	-
06-3	-	-	-	-

**APPENDIX I**  
**TITLE VI PROGRAM**

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**APPENDIX J**

**PLANNING EMPHASIS AREAS**

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## **APPENDIX K**

### **SW 20<sup>TH</sup> AVENUE TRANSPORTATION DESIGN PROPOSAL**

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