1992

Unified Planning Work Program for Transportation

Metropolitan Planning Organization

METRO-DADE

IRMA

FY 1992 UNIFIED PLANNING WORK PROGRAM

FOR TRANSPORTATION

DRAFT

Revised
03/27/91

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METROPOLITAN PLANNING ORGANIZATION
FOR THE MIAMI URBANIZED AREA
1992 UNIFIED PLANNING WORK PROGRAM

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INTRODUCTION

The 1992 Unified Planning Work Program (UPWP) describes transportation planning activities for the Miami urbanized Area to be completed during the fiscal period beginning July, 1991. The document outlines a variety of planning projects that will assist in further defining the comprehensive and multi-modal transportation improvement program approved for the metropolitan area in the current Metro-Dade Transportation Plan. The MPO's Year 2010 Metro-Dade Transportation Plan was adopted by the Governing Board on November 20, 1990, after considerable official and public review activities were conducted throughout the metropolitan area. The Plan addresses the multimodal transportation system for the period 1990-2010.

The work outlined in the UPWP is to be undertaken in a cooperative manner between the various participating Metro-Dade County agencies and the Florida Department of Transportation, guided by policies adhered to by the State of Florida and the Metropolitan Planning Organization (MPO) Governing Board. Guidance from the modal Federal transportation agencies that support the program is also used as a significant element in the definition of the program of planning projects.

Formal technical guidance is provided by the Transportation Planning Council (TPC) of the MPO and the various special TPC committees. Dade County municipalities are requested to review the program prior to its adoption. Citizen participation is insured through the monthly meetings of the Citizens Transportation Advisory Committee (CTAC) and the many other meetings and hearings held throughout the community during the program period as necessary. Participation of the private passenger transportation industry in the development of the UPWP occurs both through the CTAC and through special Board Committees.

The projects identified in the 1992 UPWP directly address the objectives defined by the Program Committee and approved by the Transportation Planning Council and the MPO Governing Board. These objectives are in turn based on the policies defined in the urban area Transportation Plan and in the Metro-Dade Comprehensive Development Master Plan and are consistent with the transportation goals expressed in the Regional Plan for South Florida. The program is also fully consistent with local comprehensive plans adopted by each of the twenty-six municipalities in the county. As explained in the Organization and Management section of this document, municipal participation is a key element in the development of the MPO plans and programs.

As with every annual program, projects in the 1992 UPWP address required work activities and agreed upon Local, State and Federal transportation planning issues and priorities. The continuing intensification of the metropolitan nature of the urban area and the increasingly high levels of travel congestion that are routinely experienced along major travel corridors make these planning efforts critical priorities.

Several special studies have been included in the FY 1992 program and will be completed as the required funding becomes available. These studies reflect local priorities and include the following items:

#1.04	"Assessment of Rail Rights-of-Way in Dade County"
#3.04	"Northeast Dade Transit Improvement Study"
#3.05	"Private Jitney and Minibus Service Study"

In addition, increased funding for FY 1992 has been assigned to projects that either have proven underfunded during previous years, such as #2.01 "Short Range Intermodal Corridor Planning" and #1.02 "Transportation/Land Use Coordination", or need special efforts during the upcoming fiscal year such as #1.05 "Socio Economic Data Base". This latter project will focus on developing updated transportation related datasets reflecting newly available 1990 U.S. Census information. This work is critical for the proper execution of urban travel forecasting work activities.

Also important to note are new items included this year that also reflect priorities of the MPO. Item #3.01 "Transportation Demand Management" is a key activity designed to focus on efforts related to highway congestion-reduction strategies such as the promotion of public transit, of ridesharing and the creation of viable community-based Transportation Management Associations. Project #3.02 "Improving Regional Transportation Planning" demonstrates the continuing commitment of the Dade MPO to work with the South Florida Regional Planning Council on relevant issues of multi-county significance. Project #3.03 "Comprehensive Bicycle/Pedestrian Planning and Coordination", addresses issues related to the safe use of non-motorized means of urban mobility.

ORGANIZATION AND MANAGEMENT

In Metropolitan Dade County, the transportation planning process is guided by the Metropolitan Planning Organization (MPO) for the Miami Urbanized Area. The MPO was created as required under Section 163.01, Chapter 163, Florida Statues and established by Inter-local Agreement between Dade County and the Florida Department of Transportation. Senate Bill 295, passed during the 1988 Legislative Session, amended s339.179, F.S. to increase the number of voting members from nine to eleven. Voting Members have been designated by the State Governor and include the following: the Metro-Dade Mayor and the eight Dade County Commissioners, an elected municipal official, and a representative from the citizenry of the unincorporated portion of Dade County. The Florida Department of Transportation (FDOT) has two non-voting representatives on the MPO Board.

A major role of the MPO is to insure conformance with federal regulations requiring that highways, mass transit and other transportation facilities and services are properly deployed and developed in relation to the overall plan of urban development and to approved plans for regional and state transportation network accessibility. In addition, federal guidelines require that the use of Federal Aid for transportation be consistent with MPO endorsed plans and programs. The Florida Department of Transportation adopts the MPO's Long-Range Transportation Plan as the guide plan for implementing state transportation system improvements in Dade County.

Federal, state and local transportation planning funds are provided on an on-going basis to insure the effectiveness of the MPO process.

The MPO Board meets monthly in the Metro-Dade County Commission Chambers. All meetings of the Governing Board are open to the public.

Major duties of the MPO include:

- Development of a Transportation Plan for the urban area that specifies transportation improvements for a twenty-year period.
- Development of an annually updated Transportation Improvement Program (TIP). The TIP lists projects selected from the adopted Transportation Plan to be implemented during a given five-year cycle.
- Maintenance of a Citizens' Advisory Committee to provide a broad cross-section of citizen perspectives in the planning and development of the urban transportation system. Minorities, the elderly and the handicapped are appropriately represented.
- Provision of a Review Process of MPO programs by Dade County Municipalities.
- Maintenance of a Transportation Planning Council (TPC) that advises the MPO Board on technical matters. The membership is selected from among heads of County departments participating in the transportation process, senior staff of the Florida Department of Transportation and the MPO Secretariat. Special

TPC and MPO subcommittees and task forces function on an "as needed" basis.

In the performance of these duties, the MPO is assisted by professional staff from local and State transportation agencies. Other entities such as the South Florida Regional Planning Council, the Tri-County Rail Organization, and the Broward and Palm Beach Counties MPO's, work closely with the Dade County MPO to achieve coordination in regional transportation planning.

LEGAL BASIS AND STRUCTURE OF THE METROPOLITAN PLANNING ORGANIZATION

Legal Basis: Federal Laws

Section 134 of Title 23 of the U.S. Code states that it is in the national interest to encourage and promote the development of transportation systems embracing various modes of transportation in a manner that will serve the states and local communities efficiently and effectively. To this end, it empowers the U.S. Secretary of Transportation to cooperate with the state and local officials in the development of transportation plans and programs, formulated on the basis of transportation needs with due consideration to comprehensive long-range land use plans and overall social, economic, environmental, system performance, and energy conservation goals and objectives. It also indicates that the transportation planning process must include an analysis of alternative transportation system management and investment strategies to make more efficient use of existing facilities. The process is to consider all modes of transportation and needs to be continuing, cooperative, and comprehensive, to the degree appropriate and based on the complexity of the transportation problems being assessed.

The legislation also authorizes the Secretary of Transportation to make grants or loans to assist states and local public bodies and agencies in financing transportation projets which enhance the effectiveness of public transportation. Planning funds are apportioned to states in accordance with a fair and equitable formula. The formula is approved by the Secretary and considers, but is not necessarily limited to, population, status of planning, and metropolitan area transportation needs. In addition to the guidelines for the distribution of highway planning funds contained in U.S.C. Title 23, Title 49 of the Code of Federal Regulations details the nature and distribution formulas for transit planning funds as authorized by the Urban Mass Transportation Act of 1964.

Legal Basis: State Statutes

The Metropolitan Planning Organization for the Miami Urbanized Area was created March 23, 1977 under the authority of Chapter 163 of the Florida Statutes. Section 163.01 of the Statute provides that governmental agencies may enter into Interlocal Agreements permitting

the joint exercise of such powers or authority that the agencies share in common or that each might exercise separately.

The Board of County Commissioners of Metro-Dade County and the Florida Department of Transportation, using such an Interlocal Agreement, gave the MPO the authority to organize itself to conduct a "continuing, cooperative and comprehensive transportation planning and programming process". The Agreement was designed to make the MPO an effective instrument for developing plans and programs that would thereafter be implemented.

Although the membership of the MPO Governing Board is partially made up of individuals who serve as the Board of County Commissioners, the two boards are separate and distinct. The Board of County Commissioners, a general-purpose local governing body consisting of locally-elected officials, exercises the powers delegated to it by the Metropolitan Charter. The MPO Board, on the other hand, possesses no powers of local self-government and acts within the policy realm of transportation only. While the Board of County Commissioners is responsible primarily to the electorate of Metropolitan Dade County, the MPO Board is primarily responsible to the State Governor and to the federal agencies that provide funding for transportation projects and mandate planning requirements as a precondition for funding. In other major metropolitan areas, MPO Boards are markedly different than local governmental boards and are composed of officials representing the various municipalities in the given urban area. The unique structure used by Metropolitan Dade County, however, enhances coordination between the two boards, and tends to facilitate the process of advancing from plans to implementation of transportation projects.

The existing Interlocal Agreement states that the MPO has the power to do the following:

- Enter into contracts or agreements, other than Interlocal Agreements, with local and/or State agencies to utilize the staff resources of those agencies.
- Administer its affairs and business.
- Enter into agreements other than Interlocal Agreements, with the Department of Transportation, operators of public mass transportation services, and the areawide and regional A-95 agencies.
- Enter into contracts for professional services.
- Acquire, own, operate, maintain, sell or lease any real or personal property.
- Promulgate rules to effectuate its powers, responsibilities, and obligations provided said rules do not supersede or conflict with applicable local and state laws, rules and regulations.
- Accept funds, grants, assistance gifts, or bequeaths from local, State and Federal sources.

The Agreement also specifies that the MPO will provide for an appropriate organization to administer its business and affairs, set

up a community involvement structure and establish a process to evaluate the technical adequacy of transportation planning activities.

Management Services Contract

To carry out its duties, the MPO entered into a Management Services Agreement with the Metro-Dade Board of County Commissioners. Major elements of this Agreement are:

- The County shall furnish the MPO with the professional, technical, administrative and clerical service, the supplies, the equipment, the office and other space, and such other incidental items as may be required and necessary to manage the business and affairs of the MPO and to carry on the transportation planning and programming process.
- The County Manager of Dade County shall be responsible to the MPO Board for the conduct of the transportation planning process as well as the appointment, assignment, direction and control of all personnel necessary thereto; the development of an appropriate organizational structure and the development of procedures to monitor and coordinate the planning process.
- The County Manager shall prepare annually a detailed listing of all tasks necessary and incidental to carrying out the planning process.
- The head of each County department or agency participating in the transportation planning process shall be deemed a technical advisor in the field of his competency and shall be expected to provide the MPO with expert advice or perform such duties incidental hereto as the County Manager shall assign.
- The County Attorney shall be the legal advisor to the MPO and shall represent the MPO in all legal matters, provided that, with the concurrence of the County Attorney, the MPO may employ special council for specific needs.
- A Secretariat Staff Office is to be designated by the County Manager and serve at his pleasure.
- The County Manager shall prepare an annual budget on an October 1 to September 30 fiscal year basis. The budget shall identify funding sources, participating agencies and the level of participation by the various agencies.

Organization Structure

The organizational structure of the MPO is designed for the administration, coordination and monitoring of a cooperative venture of participating agencies. These agencies perform interdependent functions supporting development of an integrated transportation plan and programs to implement it. The work of the organization is carried out within the structure and process shown in Figure I. Following is a brief description of major MPO structural elements:

The MPO Governing Board

The MPO Governing Board is composed of thirteen members, eleven of whom are voting members, and two non-voting members. The non-voting members are accorded the same rights and privileges as other members, except the right to present resolutions or motions or to vote on them.

The Chairperson of the Governing Board is ex-officio the Mayor of Dade County. A Vice Chairperson must also be selected by the Governing Board. Normally the Vice-Mayor of the County serves in this capacity.

The Governing Board is vested with the responsibility for exercising the powers of the MPO including the final decision on all policy matters, adoption or endorsement of transportation plans and programs, adoption of budgets, approval of agreements or contracts, adoption of rules, and establishing or changing its internal operating structure.

The Dade County Manager

The County Manager of Metro-Dade is responsible for the conduct of the transportation planning process including appointment, assignments, direction and control of all necessary MPO personnel. The County Manager recommends to the Governing Board the appropriate structure to carry out the responsibilities set forth in the Agreement between the MPO and the Board of County Commissioners, and recommends procedures by which the transportation planning process may be monitored and coordinated. The County Manager is the principal advisor to the Governing Board in all matters under its jurisdiction.

The Legal Counsel

The County Attorney of Dade County is the legal counsel to the MPO. The Legal Counsel attends all meetings of the MPO and approves the form and legal sufficiency of all contracts and agreements entered into by the MPO.

The Director of the MPO Secretariat

The Director of the MPO Secretariat is designated by, and serves at the pleasure of the County Manager. The Secretariat staff coordinates the activities of the component structure comprising the MPO; prepares the meeting agendas for the Governing Board and the Transportation Planning Council (TPC); prepares resolutions, agreements and other documents; schedules and gives notice of meetings; records and keeps minutes; prepares an annual report; develops operating procedures for conduct of the Secretariat function; coordinates the implementation of policies established by the Governing Board as reflected in the transportation

planning program, and performs other administrative and technical duties as may be assigned by the County Manager.

The Transportation Planning Council (TPC)

The Transportation Planning Council is composed of voting and non-voting members.

The Metro-Dade primary and alternate Council members are appointed by the County Manager and are normally the Directors of County departments participating in the transportation planning process and their designees. Other voting members include senior technical staff from the Florida Department of Transportation and the State Department of Environmental Regulation and their alternate. Non-voting members include technical staff of pertinent federal, state, and regional agencies and the Secretariat Director. Only in the absence of the respective Directors at Council meetings may the alternates exercise their right to vote.

The Director of the MPO Secretariat, in consultation with the Transportation Planning Council Chairman, develops and prepares the Transportation Planning Council agenda, gives notice of its meetings, keeps minutes and records of its proceedings, prepares resolutions and reports, and sees that the policies and directives of the Council are carried out.

Membership on the Council is as follows:
Chairman - Appointed by the Metro-Dade County Manager
Director and Designee - Dade County Planning Department
Director and Designee - Dade County Public Works Department
Director and Designee - Dade County Seaport Department
Director and Designee - Dade County Aviation Department
Director and Designee - Dade County Developmental Impact Committee (DIC)
Director and Designee - Dade County Environmental Resources Management Department
Director and Designee - Metro-Dade Transit Agency
Representatives (2) - Florida Department of Transportation District VI
Representative - Florida Department of Environmental Regulation
Representative - Dade County League of Cities

Non-Voting Membership:
Representative - Dade County School Board
Representative - South Florida Regional Planning Council
Representative - Tri-County Commuter Rail Authority
Director, Metropolitan Planning Organization Secretariat

The Transportation Planning Council is responsible for the overall technical adequacy of the MPO planning program and advises the Governing Board on the various proposed program

actions. While the departments participating in the planning process are responsible for the day-to-day conduct and management of transportation planning work activities, as specified in the Unified Planning Work Program (UPWP), the TPC has ultimate responsibility for the technical adequacy of the various products that are transmitted to the Governing Board for acceptance and adoption of planning documents.

The Transportation Planning Council relies on three standing committees concerned with major products of the transportation planning program. These committees are:

- Unified Planning Work Program (UPWP) Committee
- Transportation Plan Technical Advisory Committee (TPTAC)
- Transportation Improvement Program (TIP) Inputs Committee

In addition, the TPC establishes inter-agency task forces to ensure coordination of important concerns as needs arise. Members and chairpersons of TPC Committees and Task Forces are named by the TPC Chairman or the County Manager. Coordination and guidance of the activities of the various committees and task forces is provided by the Director of the MPO Secretariat. The function of a standing TPC committee or a Task Force is to provide oversight and pertinent recommendations on key activities and products before they are considered by the TPC. As such they:

- Review and monitor overall schedules for undertaking critical work elements leading to transportation planning decisions, with a concern for important milestones where TPC and MPO Board considerations are desired.
- Review generalized work programs developed by Project Managers before work is begun.
- Establish consistent formats for the transportation planning process.
- Review milestone products and other documents to ensure technical adequacy.

Standing committees and task forces provide periodic status reports to the TPC and offer suggestions to the TPC on the advisability of recommending approval of transportation planning documents (e.g. the Unified Planning Work Program and the Transportation Improvement Program) by the Governing Board.

Citizens' Transportation Advisory Committee

The Citizens' Transportation Advisory Committee (CTAC) consists of a maximum of 45 members serving one or two year terms. The members are appointed by the Board upon recommendation of the County Manager. The broad base of citizens is drawn from both the general public and from civic organizations, in order to provide citizens with the opportunity to become involved in the transportation planning process either by geographic area or because of special interest.

The CTAC provides a forum for citizens to evaluate the recommendations developed through the MPO transportation planning and programming process. One of the main responsibilities of the CTAC is to ensure that proposed transportation projects are responsive to the community's perceived needs and goals.

The duties of the CTAC include, but are not limited to, reviewing of the program technical work products before they are transmitted to the MPO Governing Board: monitoring the public involvement process and making recommendations for improving its effectiveness or overcoming perceived deficiencies; and dealing with other transportation planning matters as necessary. The CTAC also advises the Board of County Commissioners on all other transportation matters.

Review by Dade County Municipalities

The Miami Urbanized Area has twenty-six corporate municipalities. The transportation planning and programming process directly impacts the interests and activities of these entities. To provide a mechanism to evaluate the products and recommendations made from the transportation planning process, a municipal review procedure, also referred to as the "intergovernmental process", has been established to allow for the proper consideration of the interests of the municipalities. This procedure provides elected and appointed municipal officials with a continuing opportunity to give timely and organized input to the transportation planning process. All planning proposals and other formal matters relating to urban area transportation programs and projects are routinely submitted in draft form to municipal authorities.

Participating Agencies

The staff resources of the MPO are those of its participating agencies as well as those assigned to the Secretariat office. Personnel is assigned from the participating agencies to perform specific MPO duties as the need arises.

Agencies regularly providing staff resources for the completion of MPO program activities are as follows:

1. Office of the County Manager
2. County Attorney
3. Metro-Dade Transit Agency
4. Metro-Dade Planning Department
5. Metro-Dade Public Works Department
6. Metro-Dade Seaport Department
7. Metro-Dade Aviation Department
8. Metro-Dade Environmental Resources Management Department
9. Florida Department of Transportation

Other municipal and public agencies also provide various levels of technical support on a periodic basis.

Functional Responsibilities of Participating Agencies

Each agency participating formally in the MPO program has been assigned a level of responsibility commensurate with its normal involvement in the development and operation of urban transportation system facilities. The County's Aviation Department and Seaport Department, for example, not only have a relationship to the main effort but are included so as to maintain the integrity of the total multi-modal transportation system concept. The County's Environmental Resources Management Department is included so that the environmental impact of motor vehicle emissions may be kept under continuous surveillance and that if levels become too high, corrective measures can be considered for inclusion in the short and long range transportation plans.

County Manager

The County Manager oversees the effectiveness of the transportation planning process and the timely completion of work products, and is ultimately responsible for the efficient management of the administrative affairs of the organization. The MPO Secretariat staff is housed in the County Manager's Office and the Manager directly participates in the transportation planning and programming process by performing these functions:

- Acts as Principal advisor to the Governing Board
- Provides overall direction of the County transportation planning process
- Provides overall supervision of the County technical staff.

County Attorney

The Dade County Attorney is the legal counsel to the MPO. The Legal Counsel attends all meetings of the MPO Governing Board and performs the following functions:

- Provides legal advice to the Governing Board;
- Reviews and approves all legal documents, contracts and other instruments for form and legal sufficiency; and,
- Represents the MPO in all legal actions.

Metro-Dade Public Works Department

It is the responsibility of this agency to carry out highway surveillance activities. In addition, this agency assigns professional, technical or other personnel to:

- Assist in developing MPO plans and priorities for arterial street improvements;
- Perform highway surveillance studies and furnish traffic data as necessary;
- Coordinate preparation of the TIP;
- Estimate auto traffic generation for Development Impact Committee reviews; and,

- Provide technical support to the MPO on the resolution of highway issues and evaluation of proposals originating from citizen groups.

Metro-Dade Transit Agency (MDTA)

MDTA has responsibility for operation of all public mass transit in the metropolitan area. Additionally, this Agency does the following in the context of the MPO program:

- Assist in developing MPO plans and priorities for urban area transit improvements;
- Perform transit ridership and surveillance studies and furnish transit data as necessary;
- Develop plans for paratransit services;
- Develop plans for elderly and handicapped transportation services;
- Develop reports to document local compliance with all federal and state transit service planning requirements; and,
- Provide technical support to the MPO in the resolution of transit and pertinent transportation issues and also in the evaluation of proposals originating from citizen groups.

Metro-Dade Planning Department

The Planning Department functions as the official areawide comprehensive planning agency in performing MPO-related technical planning activities. The Planning Department has responsibility for the following:

- Review the Transportation Plan for consistency with other elements of the Comprehensive Development Master Plan and other functional plans;
- Collect, develop, and evaluate land use and socio-economic data for input into travel demand forecasts;
- Prepare land use and socio-economic forecasts; and,
- Determine environmental impacts of proposed transportation projects.

Metro-Dade Seaport Department

It is the responsibility of this agency to ensure that appropriate consideration is given to its landside access requirements. The agency has the responsibility for performing the following tasks:

- Evaluate highway and transit plans with respect to impact on Seaport; and,
- Prepare ground transportation capital development plans for inclusion in the TIP as necessary.

Dade County Aviation Department

It is the responsibility of this agency to ensure that appropriate consideration is given to its landside access requirements. The agency is responsible for performing the following tasks:

- Evaluate highway and transit plans with respect to impact upon airports in the County; and,
- Develop airport ground transportation capital plans for inclusion in TIP as necessary.

Dade County Environmental Resources Management Department

It is the responsibility of this agency to monitor motor vehicle emissions and to determine the impact of these emissions on air quality standards. The agency is responsible for performing the following tasks:

- Evaluate highway and transit plans with respect to air quality and other environmentally-related areas; and,
- Conduct surveillance activity relating to vehicular air quality.

Florida Department of Transportation

It is the responsibility of this agency to participate in all pertinent MPO planning activities, and to ensure effective coordination between State and County programs. This agency also provides liaison between the MPO and the Federal Highway Administration and administers the state share of FHWA 112 (planning) funds.

The District Secretary for District VI appoints the person(s) to represent the FDOT on the Transportation Planning Council. In addition, FDOT assigns professional, technical and other personnel to perform the following tasks:

- Assist in the development of MPO plans and priorities for primary road construction and improvements in the urban area; and
- Provides traffic data for projects in the MPO jurisdiction.

South Florida Regional Planning Council

It is the responsibility of the South Florida Regional Planning Council to maintain an on-going review of the MPO Transportation Plan to ensure that it is not in conflict with the Plans of the other urban areas in its multi-county jurisdiction.

CERTIFICATION
OF
RESTRICTIONS ON LOBBYING

I, Jose-Luis Mesa, Director MPO Secretariat, hereby certify on
(Name and title of grantee official)

behalf of Dade County Metropolitan Planning Organization that:
(name of grantee)

(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, an officer or employee of Congress, or an employee of 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, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Executed this 26th day of March, 1991.

By _____
(signature of authorized official)

Director, MPO Secretariat
(title of authorized official)

PROGRAM OBJECTIVES

OBJECTIVE A: LONG-RANGE TRANSPORTATION PLANNING

Maintain a technically sound Long-Range Transportation Plan which establishes priorities and conforms with Federal and State transportation and land-use planning requirements.

OBJECTIVE B: SHORT-RANGE TRANSPORTATION PLANNING

Provide the necessary technical basis for decisions on near-term improvements by addressing transportation corridor and sub-area needs that conform with policies identified in long-range plan elements.

OBJECTIVE C: INTEGRATED TRANSPORTATION SYSTEM

Plan for the implementation of an integrated multi-modal transportation system which coordinates private and public transportation resources, and addresses the needs of motorized and non-motorized vehicle users, pedestrians, and of the transportation disadvantaged.

OBJECTIVE D: TRANSPORTATION PLANNING PROCESS AND FUNDING

Maintain the flow of Federal and State transportation improvement funds by maintaining a transportation planning process which includes appropriate interagency coordination, public involvement and impact assessment, and produces comprehensive and financially feasible transportation plans.

PROJECTS DESCRIPTIONS

OBJECTIVE A

LONGE-RANGE TRANSPORTATION PLANNING

PROGRAM OBJECTIVE A
LONG-RANGE TRANSPORTATION
PLANNING

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

1.01 URBAN TRAVEL MODELING AND FORECASTING

OBJECTIVE:

1. To maintain updated Dade County highway and transit networks on all available platforms (mainframe, mini- and micro-computer) to provide state-of-the-art techniques for the evaluation of proposed transportation improvements utilizing the automated formats provided through the Florida Standard Urban Transportation Modeling Structure (FSUTMS).

2. To continue work on the small area modeling prospectus. Particular emphasis will be placed on the system's functionality and applicability to testing the impact of proposed capacity improvements and/or the effects of land use changes.

3. To initiate work on the plotting capabilities of micro-FSUTMS such that network plot maps of the County, or sections of the County, can be immediately obtained by the system operator.

4. To assist the County in determining current and predicting future Levels of Service and available capacities as they relate to the County's LOS standards. To compile, track and maintain this data for purposes of short- and long-range transportation planning.

PREVIOUS WORK:

1. These are continuing activities in Dade County's transportation planning process.

2. The second objective is a somewhat new approach to travel modeling. Sub-area extraction techniques were recently initiated for use in a corridor study of a Turnpike extension in Polk County.

   Given the size and complexity of the Dade County network, small area modeling is being initiated to achieve more reasonable response times while testing scenarios of land use changes and/or capacity improvement projects. Already completed preparatory tasks include: acquisition, installation and testing of the necessary software, and definition of at least five

over-lapping sectors (small areas) of the County. Additionally, during the previous fiscal year, validation of two of the extracted networks was initiated.

3. Previously, plot maps of the Miami network had to be submitted through the mainframe computer and actually plotted in FDOT's Central Office. The rolls of plots then had to be sent by courier, which meant days before the system operator could see how well the plot routine actually worked.

4. During the previous fiscal year, the interrelationship between micro-FSTUMS and an "infrastructure management system" concept was studied.

METHODOLOGY:

1. a. Update transit and highway networks, as necessary, to reflect changes in existing conditions.

   b. Provide model support to other public and private entities using Dade County's travel demand models.

   c. Serve as the clearinghouse for all highway and transit networks. This shall include responsibility for modifications, corrections, updates and adoptions of said networks for current and future year datasets/networks.

2. a. Validate all successfully extracted small area networks such that each can stand on its own, yielding similar results to when the network is run in its entirety.

   b. Test the use of a small area network as a tool for reviewing the impacts of land-use changes.

   c. Test the use of a small area network as a tool for for analyzing alternative capacity improvement scenarios.

3. Test different variations of the micro-FSUTMS plotting routines to determine the optimum settings for producing plot maps for various purposes (site-specific blow-up's, etc.).

4. Initiate work efforts to create a computer workstation complete with transportation database including the purchase of computer hardware, software and system programming services as needed for coordinating with other County transportation planning agencies and for continuing the development of an "infrastructure management system."

END PRODUCTS:

1. a. The latest versions of the Florida Standard Urban Transportation Modeling Structure (FSUTMS) fully operational on the mainframe, VAX and micro-computer systems. On the micro-computer platform, the latest version of the Highway Network Editing and Display System (HNEDS) will be sought as an end product as well.

   b. Other software and hardware updates as necessary.

   c. Maintenance of the interfacing capabilities with the FDOT mainframe computer system.

2. a. At least five validated, over-lapping sectors of the Miami network.

   b. An analysis of the functionality and applicability of small area prospectus as it relates to the analysis of capacity improvement alternatives and the analysis of proposed land-use changes.

3. Plot maps generated from the packaged plot routines nested within the micro-FSUTMS control programs. Variations of the plot routines and resultant plot maps as appropriate.

4. A computer workstation loaded with transportation planning software and data files as needed to fulfill Objective #4.

PROJECT MANAGER:

Michael Moore

PARTICIPATING AGENCY:

Metropolitan Planning Organization
Developmental Impact Committee

REQUIRED FUNDING:

$110,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

1.02 TRANSPORTATION/LAND USE COORDINATION

OBJECTIVE:

To review and assess land use development impacts concurrent with transportation-related actions.

PREVIOUS WORK:

This is a continuing activity in Dade County's transportation planning process.

METHODOLOGY:

1. Continue the operation of the Metropolitan A-95 Clearinghouse function for transportation-related programs and plans within Dade County. Review transportation-related projects, programs and activities for consistency with metropolitan plans and policies.

2. Review applications for CDMP amendments to evaluate the highway and other transportation impacts of said amendments.

3. Assess the highway and transit impacts of proposed individual land development projects processed through the Developmental Impact Committee (DIC) and Development of Regional Impact (DRI) processes.

4. Perform travel time and delay studies along specified freeways and arterials.

END PRODUCTS:

1. Memoranda on assessments of plans and projects as to their consistency with the adopted Comprehensive Development Master Plan.

2. Correspondence documenting A-95 review comments on specific projects and comments on various transportation plans.

3. Analyses of transportation impacts of CDMP applications.

4. Preparation of summary reports critiquing transportation components of proposed developments, including proposed transit and highway developer requirements.

5. Verification of traffic analyses generated by other agencies and consultants.

6. Travel time and delay data that can be used to validate Level-of-Service calculations on both the State or County roadway systems, and to be used to compare against travel time results from MUATS model simulations.

7. Proposals for long range plan refinement.

PROJECT MANAGER:

Jose-Luis Mesa

PARTICIPATING AGENCIES:

Metropolitan Planning Organization
Metro-Dade Transit Agency
Metro-Dade Public Works
Metro-Dade Planning Department

REQUIRED FUNDING:

$85,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

1.03 TRANSIT CORRIDOR TRANSITIONAL STUDY

OBJECTIVE:

To complete the analysis and perform the ranking of the priority transit corridors identified in the MPO Year 2010 Transportation Plan.

PREVIOUS WORK:

This is a continuing activity, the second year of the project. Approximately two-thirds of the project was completed during FY 1991.

METHODOLOGY:

3.1 Synopsis of the Introduction

In broad terms, the study is to consist of the following elements:

1. Preparation of a Transitional System Planning Report that provides a detailed technical basis to select a priority transit corridor and proposes a set of promising locations and technologies to carry into alternatives analysis (AA);

2. Completion of a corridor transportation alternatives analysis, which will provide the basis to select a specific alignment and technology for a possible major transit investment.

3.2 Study Objectives for the Second Year

1. To complete a Transitional System Planning Study.

2. To prepare a report on the results of the Transitional Study, including ranking of the priority corridors and a recommendation for the selection of one corridor to carry into Alternatives Analysis (AA). Recommendations will be presented to the Metropolitan Planning Organization Board and the Dade County Board of County Commissioners for their action.

3. To support Metro Dade in citizen participation and other Study-related public involvement activities.

3.3 Work Products

1. Technical memoranda and reports for the tasks completed;

2. Progress reports for second year activities;

3. Final Project Report.

3.4 Study Tasks for Second Year

1. TASK 3 -- Support Citizen Involvement Activities

This task started in the first year of the project and is continuing throughout the course of the study. It supports on-going MPO public-involvement programs, as well as a specific information dissemination and input-gathering program aimed at the general public.

2. TASK 5 -- Complete the Transitional Systems Planning Analysis

This analysis, begun during the previous year, will be completed, and result in the ranking of the corridors studied, choice of the selected priority transit corridor, and proposal of the set of alternative, technologies to further study within the corridor during AA. Major subtasks anticipated for the second year of the project are included below.

TASK 5B - Conduct Analysis

All technical work establishing the detailed technical information base to enable recommendation of the selected corridor and a set of alternative technologies for that corridor, begun during the previous year, will be completed.

TASK 5C - Receive Public Comment

Results of the analyses will be presented in a series of public fora and to the CTAC. It is anticipated that findings pertaining to each corridor will be publicly disseminated in citizen meetings within each corridor subarea, whereupon input and comment regarding the findings and recommendations will be received.

3. TASK 6: Perform the Financial Feasibility Analysis

This analysis, begun during the previous year,

will identify, estimate, analyze, and evaluate existing and future potential financial capacity of the County to build and support major priority transit investment.

Both critical, corridor-specific indicators, such as total capital and operating costs, operating subsidies, ridership density, and value-capture potential as well as County-wide proposals will be investigated. Results of the analyses will be compared among corridors and technology alternatives to develop differences of technology feasibility among the candidates to aid in the final ranking and selection of the corridor choice.

4. TASK 7: Rank All Corridors and Recommend One Corridor

The results of all corridor work will be evaluated, the evaluations compared, and the comparisons ranked to select the final corridor to be recommended.

The technical recommendations of the Transitional Analysis will be presented to designated groups, including the Transportation Planning Council, the Transportation Committee, Citizen's Transportation Advisory Committee, MPO Governing Board, citizens' groups, and others as needed.

END PRODUCTS:

Series of reports documenting the Transit Corridor Study.

PROJECT MANAGER:

Jose-Luis Mesa, MPO

PARTICIPATING AGENCIES:

Metropolitan Planning Organization
Metro-Dade Transit Agency

REQUIRED FUNDING:

$315,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

1.04 ASSESSMENT OF RAIL RIGHTS-OF-WAY IN DADE COUNTY

OBJECTIVE:

1. To assess the current and future potential for urban commuter travel of existing railroad corridors in the county,

2. To perform a system level analysis of potential highway/railroad crossing issues.

PREVIOUS WORK:

A significant amount of underused railroad infrastructure exists in Dade County. Approximately 76 miles of railroad tracks are found at present. Some of these railroad rights-of-ways are either in use for some type of commuter service (Tri-Rail on CSX line in northern Dade) or are under consideration for future transportation service (former FEC line along South Dixie Highway). A recent study on whether a rail service connection between Miami International Airport and the Port of Miami to transport cruise ship passengers would be feasible, concluded that such service could not compete with the buses that currently transport these passengers. Little is known about the potential of the remaining lines for carrying urban commuter travel at some future time. Currently most lines carry some type of freight service.

Previous planning work involving existing railroad infrastructure has been related mostly to specific project issues. The existing Metrorail line is partially constructed along an old railroad bed. Also, as a part of many road widening projects, traffic issues related to intersecting railroads and highways have been studied. In any study on the usage of existing railroad infrastructure for commuter service, assessing the feasibility of separating the grades of highways and rail becomes an important element in the analysis of the impacts of such service.

METHODOLOGY:

A. Data collection. An inventory of the existing railroads in the county will be completed, indicating current use as well of relevant physical and ownership characteristics.

B. Definition of alternatives. Specific technologies, station locations and service levels to be simulated on the identified rail lines. Conduct the necessary simulation runs.

c. Evaluation of simulated system. Analyze the simulation results and assess the potential ridership levels for each of the lines. Conduct a system level evaluation of rail/highway crossing issues.

D. Cost assessment. Estimate system level costs to establish service in those lines where the ridership levels are most promising. Costs of separating the grades also to be estimated.

E. Institutional considerations. Analyze issues related to right-of-way ownership, financial capacity and other pertinent policy considerations.

END PRODUCTS:

Report assessing future potential of various urban railroad corridors for commuter service, including a system level analysis of railroad/highway crossing conflicts and major grade separation issues.

PROJECT MANAGER:

Rene Rodriguez

PARTICIPATING AGENCIES:

Metropolitan Planning Organization
Florida Department of Transportation

REQUIRED FUNDING:

$100,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

1.05 SOCIO-ECONOMIC DATA BASE

OBJECTIVE:

Prepare revised and partially updated socio-economic data set for FSUTMS.

PREVIOUS WORK:

Continuing activity. New data set will reflect preliminary work done in FY 90 and FY 91 plus acquisition of 1990 Census data.

METHODOLOGY:

FY 1992 will be the third year of work leading to a completely new FSUTMS socio-economic data set. The new base year is 1990 with projections to 2000 and 2010. The data set will incorporate changes to the CDMP through April, 1992. Projections of all variables will correspond to CDMP land use configurations and revised population projections. Countywide employment projections will also be revised. However, the income hotel/motel, vehicles available and school enrollment variables will not be incorporated until FY 1993.

The sequence of work is as follows, with all variables distributed to TAZ unless otherwise noted.

1. Modify preliminary total housing projections to produce final projections. Produce 1990 base year and final projections of housing subcategories (MF, SF, vacant, etc.)

2. Modify preliminary total population projections to produce final projections. Segment total projection into single family and multi-family populations.

3. Produce preliminary employment projections and refine to produce final projections.

4. Produce 1990 base year counts of hotels/motels with associated resident population. Produce 1990 base uear school enrollment variable.

END PRODUCTS:

Partially updated TAZ data set for Dade County FSUTMS, including completed 1990 base year plus projections for population, housing and employment.

PROJECT MANAGER:

C. W. Blowers

PARTICIPATING AGENCY:

Metro-Dade Planning Department

REQUIRED FUNDING:

$110,000

OBJECTIVE B

SHORT-RANGE TRANSPORTATION PLANNING

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

2.01 SHORT-RANGE INTERMODAL CORRIDOR PLANNING

OBJECTIVE:

To develop proposals for increasing travel capacity along congested urban corridors and to and from major regional activity centers through low capital investment strategies such as traffic operations, transit service enhancements and TSM approaches. Additionally, it will focus on improving the operational linkage between highway and transit modes, and increasing transit ridership in the corridors ranked highest in the Corridor Analysis portion.

PREVIOUS WORK:

1. This is a continuing activity.

2. Work Element 3.01 Airport Multi-Modal Study, FY 91 UPWP; and Miami International Airport Study.

3. The Transit Development Program completed in Fiscal Year 1989-90.

4. Work Element 2.01, Short Range Intermodal Planning, FY 91 UPWP.

METHODOLOGY:

1. Identification of critical locations using current available information on traffic level of service derived from the Long Range Plan as well as data files on traffic accidents. Utilize list of corridors developed in the Multi-Modal Corridor Analysis.

2. Corridor Analysis. Analyze existing deficiencies in linkages between modes within corridors.

3. Develop corridor selection criteria. Selection should include, but not be limited to:

   a. Existing and projected travel demand within the corridor.

   b. Existing and projected level of service analysis for both highways and transit within the corridor.

c. Committed and planned improvements in the corridor.

d. Growth management objectives.

4. Collect the necessary analysis data.

5. Develop list of candidate corridors and select a minimum of two candidate locations for further study.

6. Evaluate possible capacity enhancement alternatives and specific positive and negative impacts of each.

7. Develop specific project proposals describing conceptual engineering characteristics as necessary.

8. Provide the improved transportation corridor efficiency gained by implementing the alternatives, including increases in transit ridership, and the level of service analysis for both highways and transit.

9. Consider service-related actions that will enhance ridership in the public transportation system, such as development of bus shelters and benches where deficiencies have been identifies.

10. Analyze intermodal linkages to ensure coordination of public transportation services and suggests service enhancements as necessary i.e. locations of transfer points, improved physical facilities, location of new rail stations, etc.

END PRODUCTS:

Proposals for implementing strategies that improve travel to and from major suburban activity centers. Report describing intermodal linkages which will do the most to improve overall transportation system efficiency and operating levels of service, as well as, improving the interconnectivity of modes, and intermodal transfers.

PROJECT MANAGER:

Michael Moore

PARTICIPATING AGENCIES:

Metropolitan Planning Organization
Metro-Dade Transit Agency
Metro-Dade Public Works

REQUIRED FUNDING:

$155,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

2.02 HIGHWAY SURVEILLANCE

OBJECTIVE:

Provide information on the current and historic trends of the countywide highway traffic-counting system as required for long-range transportation systems planning, short-range highway planning, transit planning, service concurrency evaluation, and the Comprehensive Development Master Plan.

PREVIOUS WORK:

This is a continuing activity. The number of traffic count stations has been doubled and all duplication of FDOT count stations has been eliminated from the system.

METHODOLOGY:

1. Collect quarterly traffic counts at selected sites along County, City, and State highways.

2. Process and incorporate County records into a master data file.

3. Catalog Metro-Dade County (and Florida Department of Transportation) traffic volume information on traffic count lists for the current year.

4. Maintain data base (system programming and master data file) containing history of Metro-Dade County traffic counts for each traffic count station, as well as, station related factors (K, D, PHF) and data (laneage, posted speed, peak hour of day).

5. Maintain station number and station location description lists and station number map for Metro-Dade County and (Florida Department of Transportation) traffic count stations.

6. Purchase peripheral computer equipment and/or software, and traffic counting equipment as required to conduct the data surveillance activities and maintain the data base.

7. Complete the needed tasks for system programming.

END PRODUCTS:

1. Ten-year history and analysis for each traffic count station published annually.

2. Traffic count list and station map for past calendar year published annually.

PROJECT MANGER:

Harvey Bernstein

PARTICIPATING AGENCY:

Metro-Dade Public Works

REQUIRED FUNDING:

$50,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

2.03 TRANSIT ROUTE-LEVEL MONITORING

OBJECTIVE:

Provide a current database of Metrobus route-level data for supporting detailed analysis of Metrorail, Metrobus Routes and the development of line-up plans.

PREVIOUS WORK:

This is a continuing activity.

METHODOLOGY:

Collect information, using new handheld data devices, from a subset of Metrobus trips. This data will be downloaded into a computerized database to determine detailed usage and effectiveness of Metrorail and Metrobus routes, particularly those identified as poor performance routes.

END PRODUCTS:

1. Route-level on-board Ride Checks.

2. Corner Counts of Transit Ridership.

3. Route-level schedule adherence data.

PROJECT MANAGER:

David Fialkoff

PARTICIPATING AGENCY:

Metro-Dade Transit Agency

REQUIRED FUNDING:

$40,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

2.04 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) PREPARATION

OBJECTIVE:

Maintain a formal and current 5-Year Transportation Improvement Program consistent with long-range planning activities.

PREVIOUS WORK:

This is a continuing work element of the transportation planning process.

METHODOLOGY:

a. Coordinate the preparation and prepare 5-year proposals for capital expenditures for all transportation modes.

b. Review scope of projects, priorities and schedules.

c. Coordinate Transportation Improvement Program (TIP) with long-range plan and programmatic goals.

d. Coordinate input from all participating agencies.

e. Prepare document for MPO Committees, and Board review and approval.

END PRODUCTS:

A multi-modal Transportation Improvement Program (TIP) document for FY'93, with forecasts of needs through 1997

PROJECT MANAGER:

Walt Jagemann

PARTICIPATING AGENCIES:

Metro-Dade Public Works
Metropolitan Planning Organization

REQUIRED FUNDING:

$30,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

2.05 TRANSIT FINANCIAL CAPACITY ASSESSMENT

OBJECTIVE:

Maintain the Transit Financial Capacity models updated and reflective of the TIP, as required by UMTA.

PREVIOUS WORK:

Financial Capacity Models were developed by Deloitte, Haskins and Sells in FY 88 based on 1986 conditions and have been updated to reflect 1989 Section 15 reports and the 1991 transit element of the TIP.

METHODOLOGY:

1. Calibrate financial capacity models against 1990 conditions based on Section 15 data.

2. Update the models to reflect changes in funding sources and the 1992-1996 TIP.

END PRODUCTS:

Updated and validated Financial Capacity Models allowing MDTA to develop financial plans for equipment and facility replacements and service expansions.

PROJECT MANAGER:

Alex Rey-Panama

PARTICIPATING AGENCY:

Metro-Dade Transit Agency

REQUIRED FUNDING:

$5,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

2.06 TRANSIT DATA MANAGEMENT ACTIVITIES

OBJECTIVE:

Provide transit-related information for supporting overall transportation planning.

PREVIOUS WORK:

This is a continuing activity.
Transit Ridership and Technical Reports are produced on a monthly basis. MDTA performance reports are produced quarterly.

METHODOLOGY:

1. Collect weekday, Saturday and Sunday ridership data for Metrobus, Metrorail, and Metromover.

2. Tabulate daily Metrorail/Metromover and weekly Metrobus ridership, and summarize by key parameters to develop monthly reports -- including the Bus Route Productivity Report.

3. Receive, consolidate, graph, analyze and report the data on the most important performance measures in the transit agency.

END PRODUCTS:

1. Monthly Ridership Reports.

2. Monthly Technical Reports.

3. Four MDTA quarterly performance reports and one annual report.

PROJECT MANAGER:

Alex Rey-Panama

PARTICIPATING AGENCY:

Metro-Dade Transit Agency

REQUIRED FUNDING:

$30,000

OBJECTIVE C

INTEGRATED TRANSPORTATION SYSTEM

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

3.01 TRANSPORTATION DEMAND MANAGEMENT ACTIVITIES

OBJECTIVE:

To continue transportation demand management (TDM) efforts aimed at establishing, monitoring, and coordinating viable Transportation Management Associations (TMA).

PREVIOUS WORK:

This is a continuing activity.

METHODOLOGY:

Based in part on the findings of the previous MPO Study which considered TMA's as one facet of TDM activities under the aegis of a potential Trip Reduction Ordinance (TRO), this project will focus on developing at least one TMA at one major employment center in Dade County.

1. Research practices of development of TMA's in other areas.

2. Develop list of characteristics associated with TMA establishment and successful (long-term) maintenance.

3. Create a list of candidates with potentially favorable characteristics for TMA development. Some candidates include the Metro-Dade Center, a CBD area or Downtown area organization, an individual County agency with sufficient "critical mass" at one site, the general "airport area", the Civic Center "unit" (e.g. JMH, Cedars, or the County Courthouse), etc.

4. Discuss and negotiate with the leadership (ownership or management) of the top-ranked site for TMA development (go to second choice site if unsuccessful with first, etc.)

5. Develop TMA plan jointly with site leadership:

    a. develop specific objectives and standards to be used in monitoring and evaluation phases;
    b. develop operating and monitoring plan;
    c. develop staffing plan;
    d. develop costs associated with the TMA;
    e. aid in securing funding if required.

6. Implement the TMA.

7. Periodically monitor results per plan.

8. Document procedures and results, including monthly progress reports.

9. Develop a Dade County TMA Case Study Final Report.

END PRODUCTS:

Dade County TMA Case Study Final Report, consisting of:

1. Executive Summary
2. Project Development narrative
3. Results:
   a. Milestones
   b. Project costs' startup and operating
   c. Changes in observed travel behavior over time
   d. Summarized progress reports
4. Prospectus for continuing the TMA
5. Project Evaluation Report
6. Recommendations for future County TMA actions

PROJECT MANAGER:

Frank Baron, Metropolitan Planning Organization

PARTICIPATING AGENCIES:

Metropolitan Planning Organization
Florida Department of Transportation
Center for Urban Transportation Research (CUTR)

REQUIRED FUNDING:

$90,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

3.02 IMPROVING REGIONAL TRANSPORTATION PLANNING

OBJECTIVE:

To improve a regional transportation planning process which insures multi-jurisdictional coordination and considerations of multi-jurisdictional impacts.

PREVIOUS WORK:

This project undertaken by the South Florida Regional Planning Council started in FY 1991, the Council organizes a transportation technical committee to study multi-jurisdictional issues focusing the Northwest Dade/Southwest Broward area. A study report has been prepared. Among those issues identifies, several have broader regional implications and deserve detailed investigation. In addition, several issue workshops have been held to discuss revisions of transportation policies in the Regional Plan for South Florida. Staff has also been providing technical assistance in issues on transportation modeling and countywide corridor planning and right-of-way acquisition.

METHODOLOGY:

The Regional Planning Council will design and implement a transportation planning process for the region that insures full participation of the MPO staffs and the transportation planning personnel from Monroe County. This process will include, but not limited to issue workshops and papers necessary to address the multi-jurisdictional impacts from land development or transportation system development. Elements may include improving coordination between the transportation modeling processes, improving coordination of transit planning, assisting in the formulation of transportation demand management strategies, and improving coordination among airports, seaports, transit and highway system planning and operation.

END PRODUCTS:

An improved regional transportation planning and issues management process design to meet the specific needs for South Florida; this will improve coordination between the two MPO's in the region by focusing on the shared issues that are multi-jurisdictional in nature.

PROJECT MANGER:

B. Jack Osterholt

PARTICIPATING AGENCY:

Metro-Dade Metropolitan Planning Organization
South Florida Regional Planning Council

REQUIRED FUNDING:

$ 5,000 for Dade County's portion.

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

3.03 COMPREHENSIVE BICYCLE/PEDESTRIAN PLANNING AND COORDINATION

OBJECTIVE:

To increase the safe use of non-motorized transportation by institutionalizing Bicycle/Pedestrian policies and programs within Dade County.

PREVIOUS WORK:

1. On-going inventory of roadway facilities within the County to determine reconstruction possibilities/needs on roadways lacking bicycle-friendly design (i.e.: wide-curb lanes, paved shoulders, etc.); and proposed a policy to consider these facilities in all County roadway construction projects.

2. Assisted private developers, municipalities and the State to develop/restructure bicycle facility design projects.

3. Developed the Non-Motorized Transportation Committee (N-MTC) whose purpose is to coordinate related activities of each represented department.

4. Restructured the Bicycle Advisory Committee to include pedestrian mobility concerns.

5. Completed the Dade County Bicycle Suitability Map.

6. Organized the Bicycle Facilities Engineering Course.

7. Expanded Dade County's Public Schools System Bike-Ed America Program into 11 new schools, including: curriculum development and training teachers.

8. Assisted various public/private organizations with bicycle safety campaigns.

9. Assisted with the proposed Statewide registration and reviewed deficiencies with the County's current system.

TASK 1: ADMINISTRATION

Provide the Bicycle/Pedestrian Advisory Committee (B/PAC), the Non-Motorized Transportation Committee (N-MTC), the media, various organizations and the general public with support/information concerning non-motorized transportation.

METHODOLOGY:

a. Reviewing technical, regulatory and legal materials focusing upon their impact of non-motorized transportation within Dade County. This includes: interpretation/explanation of policy regulations and procedures; delivering presentations to County personnel, officials, media, engineers/planners, or the general public; as well as acting as County liaison on related issues.

b. Providing support/information to members of the B/PAC and the N-MTC to develop agendas. This includes: scheduling meetings, preparing minutes, and identifying issues.

c. Requesting all representatives of the N-MTC to encourage their respective departments to adopt new policies concerning bicycle/pedestrian access/mobility.

d. Maintaining Program equipment for administrative needs.

TASK 2: EDUCATION

Coordinate educational programs which instruct children and adults proper bicycle handling techniques and traffic safety awareness

METHODOLOGY

a. Assisting Dade County Public Schools System with the Traffic Safety Program. This includes: development and distribution of materials and equipment, training of teachers, and possible expansion into new schools.

b. Organizing safety rallies for hospitals, law enforcement agencies, private organizations or interested groups.

c. Organizing workshops specifically dealing in each of the four elements in the Bicycle Comprehensive Plan.

d. Reproducing/distributing bicycle/pedestrian educational materials to the general public.

TASK 3: ENFORCEMENT

Active law enforcement involvement with bicycle/pedestrian mobility

METHODOLOGY:

a. Evaluating the current County bicycle registration program to identify problems with access/organization. This is to restructure the system, should the proposed Statewide registration program never become implemented.

b. Assisting law enforcement agencies to develop/continue activities leading to improved bicyclist/pedestrian behavior, including proper enforcement procedures.

TASK 4: ENGINEERING

Full consideration for bicycle/pedestrian facilities within the planning/engineering stages of transportation construction projects

METHODOLOGY:

a. Investigation for acquisition of a state-of-the-art computer system, (such as a tie-in to the County's GIS Arc/Info System, or a CADD system), with digital database and graphic plotting capability which displays and modifies specific roadway characteristics (i.e.: speed limits, lane widths, shoulders, etc.), including sidewalks. This system should be capable of interfacing with other departments' systems and one that is compatible with applicable State agencies' systems.

b. On-going data collection/cataloging for digital database of roadway/off-road facilities.

c. Reviewing the policies and procedural status of various departments in regard to bicycle considerations, and recommending changes as needed.

d. Monitoring the Transportation Improvement Program to recommend incorporating bicycle-friendly facilities (i.e.: wide-curb lanes, paved shoulders, etc.) in selected engineering projects.

e. Assisting municipalities, citizen groups or developers for consideration/construction of bicycle/pedestrian facilities or plans within a community. This may also include: technical strategies/controls, as well as maintaining project documentation.

f. On-going revision of the Dade County Bicycle Suitability Map

g. Developing procedures to ensure the maintenance of the County bikeways system.

TASK 5: ENCOURAGEMENT

Increase non-motorized use as a transportation alternative

METHODOLOGY:

a. Developing programs to encourage the use of bicycles or walking for both transportation as well as recreation.

b. Implementing marketing strategies (posters, television and radio announcements, etc.) for the Bicycle/Pedestrian Program, including: the Bike-On-Trains and Metrorail locker programs.

c. Managing/reorganizing the Metrorail locker and Bikes-On-Trains programs and encouraging/assisting other

transit systems in the area to develop similar programs.

d. Assisting private/public groups with bicycle/pedestrian related activities or the acquisition of recreational facilities.

e. Distributing information on bicycle paths or routes within Dade County, including the Bicycle Suitability Map, through the bicycle/pedestrian display booth at Government Center Metrorail station, bike shops, visitor information centers, mail-outs, etc.

f. Organizing/publishing Bicycle Writer & Footnotes newsletter.

TASK 6: PEDESTRIAN MOBILITY STUDY

To conduct a study of existing pedestrian facilities and regulations in Dade County.

METHODOLOGY:

a. Research applicable regulations, policies, standards and procedures of pertinent federal, State, and County agencies and franchised utilities with respect to pedestrian mobility considerations. Research all roadway categories with respect to pedestrian accommodations. Identify impediments to comfortable and safe pedestrian movement. walking for both transportation as well as recreation.

b. Select typical sites for evaluation of deficiencies regarding and impediments to pedestrian mobility.

c. Record field data at selected sites. These data shall be formatted for compatability with the MPO facilities database.

END PRODUCTS:

1. Plans and programs which identify roadway/off-road systems to safely accomodate bicycle usage. This includes proposed revisions of current County construction policies to reflect appropriate standards incorporating bicycle-friendly design consideration.

2. On-going educational programs which present opportunities for children and adults to improve their traffic/safety knowledge and bicycle handling skills.

3. Law Enforcement activities and programs to improve compliance with traffic/safety laws.

4. Special programs which bring about a heightened awareness among Dade County's citizens as to the benefits of using bicycling/walking as alternate forms of transportation, including link-ups with mass transit.

5. Program and Committee support to ensure comprehensive Bicycle/Pedestrian planning and coordination.

6. Recommended solutions to pedestrian mobility problems at selected sites.

7. Recommend revisions as warranted to County regulations, policies, standards and procedures.

PROJECT MANAGER:

Jeffrey Hunter

PARTICIPATING AGENCY:

Developmental Impact Committee
Florida Department of Transportation
Metropolitan Planning Organization Secretariat

REQUIRED FUNDING:

$105,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

3.04 NORTHEAST DADE TRANSIT IMPROVEMENT STUDY

OBJECTIVE:

To develop recommendations for near-term service improvements to the transit system, for the existing and potential transit riders of Northeast Dade County. The Study area, Northeast Dade County, is defined as the area bounded by the Dade-Broward County line on the north, the Atlantic Ocean on the east, North 62nd Street on the mainland and 71st Street on the Beaches on the South, and U.S. 441/State Road 7 on the West.

PREVIOUS WORK:

None.

METHODOLOGY:

Task 1: Project Management

This task will focus on developing project management procedures. These include the identification of key participants, defining the goals and objectives of the project, and assuring that the project meets the interests of those for whom it is proposed. This project will be conducted by Metro Dade Transit Agency (MDTA) staff. Where staff resources are unavailable, work will be supported by outside firms to conduct specific tasks as needed.

Task 1.1 Create the Project Management Committee.

Task 1.2 Identify citizen participation procedures.

Task 1.3 Develop the study schedule and budget.

Task 1.4 Procure consultant as required.

Task 2: Data Collection

Before recommendations are proposed, available previous work must be reviewed, and data, including existing conditions, encompassing travel desires and travel needs, the status and performance of existing transit services, and the travel-related characteristics of the Study area, must be collected, compiled, and presented for subsequent analysis.

Task 2.1 Review previous work.

Task 2.2 Catalogue Current Transit Conditions.

A. Catalogue all existing transit and paratransit services in the Study Area.
B. Create a current inventory of existing streetside transit and ancillary amenities.

Task 2.3 Catalogue Existing Highway Network and Conditions.

Task 2.4 Catalogue Latest Available Socioeconomic Data of Study Area.

Task 2.5 Estimate Existing Travel Characteristics.

A. Conduct NE Area Travel Survey.
B. Conduct Travel Time Studies.

Task 2.6 Public Involvement Activities.

A. Convene focus groups.
B. Conduct public meetings.

Task 3: Analysis and Evaluation

This task delineates the processes of reducing the data collected above to more manageable findings for subsequent evaluation and use as bases for formulating recommendations for MDTA improvements.

Task 3.1 Develop travel needs.

A. Summarize travel characteristics from surveys.
B. Summarize travel information developed from public involvement.
C. Develop travel needs from summaries.

Task 3.2 Compare needs with MDTA services catalogued in Task 2 to develop MDTA deficiencies in providing for general travel.

A. Deficiency of transit system performance per MDTA standards.
B. Deficiency of transit system performance in meeting travel needs.

Task 3.3 Develop improvements to meet deficiencies.

A. Improvement of system performance per MDTA standards.
B. Improvements of system performance in meeting travel needs.

Task 3.4 Estimate impacts resulting from implementing

improvements.

A. Ridership impacts.
B. System changes.
C. Roadway changes.

Task 3.5 Estimate costs of implementing above improvements.

Task 4: Recommend Improvements

The final technical task of this Study will be recommendation of consistent and comprehensive set of specific improvements to be made in the Northeast Dade Transit Study Area. The steps below will guide the development and finalization of these recommendations.

Task 4.1 List, rate, and rank the proposed improvements, considering fiscal, physical, and social advantages and disadvantages.

Task 4.2 Create a preliminary list of recommended improvements.

A. System performance improvements.
B. Transit needs deficiency improvements.

Task 4.3 Conduct public review recommendations.

A. Public review
B. Review by CTAC
C. Review by professionals and by standing MPO and MDTA panels.

Task 4.4 Create a final list of recommended improvements.

Task 4.5 Develop implementation procedures.

Task 5: Produce Final Report

The last task will produce the Final Project report. The report will include an executive summary, documentation of methods employed , the research results, analyses and subsequent evaluations of findings, the public involvement process, the proposed recommendations, and proposed arrangements for implementation. Maps, charts, figures, and tables will be incorporated into the text of the documents as appropriate, and technical and reference appendices will be develop as required. The Final Report will be a document suitable for review, appraisal, and action by local government policy makers.

END PRODUCTS:

The results of the surveys, a list of proposals for improving transit services for the Northeast Dade Study Area, and a Final Report documenting all research, review, and recommendations of

the Study will be produced.

PROJECT MANAGER:

Danny Alvarez, MDTA Customer Services Division

PARTICIPATING AGENCY:

Metro-Dade Transit Agency

REQUIRED FUNDING:

$250,000 *

* Special UMTA-Section 8 (100% Federal Grant)

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

3.05 PRIVATE JITNEY AND MINIBUS SERVICE STUDY

OBJECTIVE:

To study service-delivery issues surrounding privately operated minibus and jitney transportation services in Dade County such that viable local policies and service standards can be institutionalized. The study will encompass local government's adopted objectives both to support privately provided public transportation service (s), and its responsibility in maintaining a safe, and equitable local surface public transportation system.

PREVIOUS WORK:

None.

METHODOLOGY:

The study will investigate the following areas:

1. The Regulatory Environment.

   A. Existing local and State regulations and practices applicable to these services will be examined and assessed as to how well they meet the objectives.
   B. Experiences of other cities with histories of jitneys and/or minibuses will be reviewed and evaluated to aid in identifying appropriate local policy and service options.

2. The Service Environment.

   A. Local jitney and minibus operators will be surveyed to assess their perceptions and opinions of past and current conditions.
   B. An on-board survey will be conducted to obtain basic, mode-specific travel information, including but not limited to routes and routing, ridership levels and service loads, trip origin, destination, length, and frequency data, trip cost (s), and interfaces with the existing Metro Transit System.

The study will conclude by developing recommendations for policy options, and service-related regulatory standards for this sector of the public transportation system.

END PRODUCTS:

1. An Executive Summary to provide a synopsis of the findings of the study.

2. A report describing current regulatory practice relevant to privately provided jitney and minibus public transportation service provision application, an evaluation of the ability of jitneys and minibuses to meet local public transportation goals, objectives, and a compendium and discussion of other municipal experience in this area.

PROJECT MANAGER:

Jose Luis Mesa, MPO

PARTICIPATING AGENCIES:

Metropolitan Planning Organization
Metro-Dade Transit Agency

REQUIRED FUNDING:

$150,000 *

* Pending grant from the Urban Mass Transportation Administration.

OBJECTIVE D

TRANSPORTATION PLANNING PROCESS

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

4.01 UPWP ADMINISTRATION

OBJECTIVE:

Effectively manage the approved transportation planning and the funds supporting the Program.

PREVIOUS WORK:

This is a continuing activity.

METHODOLOGY:

a. Manage current year (FY'92) planning activities.

1. Insure the effectiveness of the on-going (FY'92) planning program to meaningfully resolve issues on a continuous and regular basis.

2. Propose UPWP revisions, as appropriated, to respond to changing conditions. Convene the UPWP Committee to review proposed revisions. Present revisions to the TPC, the MPO Board, and funding agencies.

b. Administer the Work Order System.

1. Working with the cognizant individual Project Managers and divisions/department heads, prepare draft Work Order Requests and process, as necessary, to validate charge accounts and financial procedures.

2. Review Work Order Requests to insure consistency with the approved UPWP and grant budgets.

3. Obtain concurrence of the Finance divisions involved.

4. Issue Work Orders.

5. Review and process requests for Work Order revisions, as appropriate.

6. Revise Work Orders in accordance with approved grant budgets and the procedures approved by the TPC and MPO Board. Issue revised Work Orders.

c. Administer grants supporting the UPWP.

1. Prepare work scope(s) for planning grants and process grant applications and awards, as necessary.

2. Prepare grant revision requests in response to UPWP Revisions and other budget adjustments approved by the TPC/MPO Board.

3. Review the status of grants with funding agencies on a periodic basis.

d. Prepare progress reports.

1. Prepare monthly fiscal reports describing the status of Work Orders, budget authorizations, estimated expenditures, and requested Work Order revisions.

2. Request deliverables from Projects Managers as they become due and summarize and prepare for submission to funding agencies.

3. Prepare Quarterly Progress Reports. Submit to the TPC and funding agencies.

e. Process Reimbursement Requests to funding agencies.

1. Review requests and back-up fiscal information prepared by the Finance Department.

2. Transmit requests to funding agencies.

g. Close-out grants.

1. Initiate close-out proceedings.

2. Prepare and transmit final budgets and other supporting fiscal information.

3. Prepare and transmit Project Completion Report.

4. Facilitate the performance of audits, as necessary.

h. Maintain and update Long Range Transportation Plan and MPO approved documents. Insure adequate public distribution of documents and graphic materials.

END PRODUCTS:

1. Work Order Requests

2. Work Orders

3. Expenditure records

4. Long-Range Transportation Plan and other MPO approved documents for distribution

5. Grant Revision Requests

6. Monthly Fiscal Reports

7. Quarterly Progress Report

8. Reimbursement Requests

9. Project Completion Reports

PROJECT MANAGER:

Jose-Luis Mesa
Irma San Roman

PARTICIPATING AGENCY:

Metropolitan Planning Organization

REQUIRED FUNDING:

$65,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

4.02 MPO BOARD AND TECHNICAL COMMITTEE SUPPORT

OBJECTIVE:

Insure proper resolution of critical transportation issues by the Transportation Planning Council, various MPO committees, and the MPO Board. Assess existing and proposed transportation-related legislation and policies to determine implications for the multi-modal transportation system of Dade County.

PREVIOUS WORK:

This is a continuing activity.

METHODOLOGY:

a. Provide staff support for the MPO Board

   1. Identify critical transportation planning issues.

   2. Organize meetings. Prepare agendas and back-up materials/documentation.

   3. Prepare, certify and process MPO Board Resolutions.

   4. Prepare Minutes and follow-up on directives.

   5. Respond to concerns of MPO Board members.

b. Provide staff support for the Transportation Planning Council.

   1. Identify critical transportation planning issues.

   2. Organize meetings. Prepare agendas and back-up materials/documentation.

   3. Prepare TPC Resolutions.

   4. Prepare Minutes and follow-up on directives.

   5. Respond to day-to-day concerns of TPC members.

c. Provide staff support for the Transportation Plan Technical Advisory Committee (TPTAC).

1. Identify critical transportation planning issues.

2. Organize meetings. Prepare agendas and back-up materials/documentation.

3. Prepare Summary Minutes and follow-up on directives.

4. Respond to day-to-day concerns of TPTAC members.

d. Provide staff support for MPO Committees and Task Forces.

1. Identify critical transportation planning issues.

2. Support intergovernmental review activities.

3. Work with Dade County municipalities.

4. Support various task forces, such as the Tri-County Regional Organization and High Speed Rail. Serve on the Dade County Development Impact Committee.

5. Work with SFRPC on issues pertaining to transportation requirements of the State Growth Management Legislation and other related regional issues.

6. Organize and support staff working groups and task forces addressing issues as they emerge.

e. Provide staff support for the technical committees and the MPO Board.

1. Prepare and maintain an up-to-date registry of transportation-related legislation, policies, documents, regulations and other pertinent literature that might have an impact on multi-modal transportation.

2. Summarize legislative, regulatory and policy proposals issued by governmental agencies related to multi-modal transportation.

3. Distribute written assessments and analyses, as required.

4. Participate in deliberations and meetings held by the statewide MPO Advisory Committee and other

Federal, State and Local Committees that deal with legislative and policy-related questions.

END PRODUCTS:

1. TPTAC Agenda and back-up materials
2. TPTAC Summary Minutes
3. TPC Agendas and back-up materials
4. TPC Summary Minutes
5. MPO Agendas and back-up materials
6. MPO Summary Minutes
7. Minutes of various task forces and staff working groups, as appropriate.
8. Complication and distribution of information relating to critical issues regarding Tri-County Rail and High Speed Rail, as appropriate.
9. Assessments of proposed legislation policies and regulations, on implications affecting the local multi-modal transportation system.
10. Correspondence for pertinent official agencies, as necessary.
11. Briefings of appropriate parties on the development and progress of transportation-related legislation during the annual State Legislative session.
12. Act as liaison between MPO and County Legislative Coordinator during annual State Legislative session.

PROJECT MANAGER:

Irma San Roman

PARTICIPATING AGENCY:

Metropolitan Planning Organization

REQUIRED FUNDING:

$72,000

FY 1992UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

4.03 UPWP DEVELOPMENT

OBJECTIVE:

Maintain a multi-modal planning program that responds to on-going community transportation needs to the most critical transportation service delivery issues.

PREVIOUS WORK:

This is a continuing activity.

METHODOLOGY:

Prepare the FY'93UPWP:

a. Update the list of planning issues and the statement of program objectives.

b. Prepare estimates of potential planning funds available to support the program. Initiate arrangements for matching funds. Submit correspondence to funding agencies on the various development phases of the program and responses to their inquiries and requests.

c. Work with the UPWP Committee. Propose specific activities responding to program objectives. Prepare an initial budget allocation.

d. Prepare detailed project descriptions, budgets, and product lists.

e. Assemble the Review Draft of the FY'93 UPWP.

f. Present the Review Draft of the program to the Transportation Planning Council for their approval. Transmit the TPC-approved program to the funding agencies and the A-95 Review agencies for their comments.

Solicit comments from the Citizens Transportation Advisory Committee (CTAC) and other key private and civic organizations.

g. Working with the UPWP Committee, revise the draft program in response to comments submitted by all parties, the status of FY'92 activities, and revised funding estimates.

h. Present the Final Draft of the program to the Transportation Planning Council and the MPO Board for approval. Transmit the Final Draft to the funding agencies for use as work scope for planning grants.

END PRODUCTS:

1. Revisions to the FY'92 UPWP

2. Update of the issue list and program objectives to be considered in preparing the FY'93 UPWP

3. Review Draft of the FY'93 UPWP

4. Final Draft of the FY'93 UPWP

5. Memos transmitting the UPWP document

PROJECT MANAGER:

Carlos Roa
Irma San Roman

PARTICIPATING AGENCY:

Metropolitan Planning Organization

REQUIRED FUNDING:

$25,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

4.04 CITIZEN INVOLVEMENT AND MUNICIPAL COORDINATION

OBJECTIVE:

Provide the CTAC and the public with information regarding transportation needs and proposals for meeting these needs. Insure citizen and municipality input in all aspects of multi-modal transportation planning and decision-making process before plans and programs are approved.

PREVIOUS WORK:

This is a continuing activity.

METHODOLOGY:

a. Provide Staff support to the meetings of the Citizens Transportation Advisory Committee (CTAC) and its subcommittees.

b. Respond to CTAC concerns as plans and programs are developed as part of the update of the Transportation Plan, the Transportation Improvement Program, the Unified Planning Work Program, and the Transit Development Program.

c. Provide a mechanism for community input that will allow a detailed consideration of the various issues. Recommendations will be reviewed and summarized by staff prior to submission to CTAC and the MPO Board. Follow-up reports on CTAC requests will be prepared.

d. Advise the BCC and the MPO on specific policy issues and products as well as provide an independent and broad-based monitoring of on-going planning and implementation activities.

e. Contact officials and staff of Metro-Dade municipalities on a regular basis, to advise them of transportation planning activities and to insure their timely participation in the early states of program and project development.

f. Coordinate technical and official input from individual municipalities and respond to their concerns as plans and programs are prepared. Provide MPO Agenda and back-up materials on a regular basis.

g. Coordinate the technical activities of the Transportation Plan Technical Advisory Committee (TPTAC), as related to the Impact Fee Process and municipal participation.

END PRODUCTS:

1. CTAC Agendas and back-up materials

2. Minutes of hearings and public meetings

3. Memos and resolutions documenting citizen input on various planning proposals

4. Meetings and correspondence, as necessary to maintain effective official and technical municipal involvement in the MPO process.

PROJECT MANAGER:

Yvonne Soler

PARTICIPATING AGENCY:

Metropolitan Planning Organization

REQUIRED FUNDING:

$55,000

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

4.05 TRANSPORTATION DISADVANTAGED PLANNING

OBJECTIVE:

To comply with the requirements of newly enacted State legislation.

PREVIOUS WORK:

Developed a 3-year Transportation Disadvantaged Plan and completed Memorandum of Agreement accordingly. Successfully coordinated County and State HRS transportation services.

METHODOLOGY:

TASK #1 Program Support and Administration

Includes basic overhead, program support, and general administrative costs directly chargeable to the Transportation Disadvantaged Program, i.e.: direct program support, grant administration, interagency coordination, citizen participation, public information, local assistance, etc. (If direct program administrative and support costs are included in each individual work task, do not enter them a second time in this category.)

TASK #2 Provide Staff Support and Resources to Board

Includes developing and implementing procedures for:

a. Appointment and reappointment of voting and non-voting members to the Coordinating Board.

b. Administration of Board and meetings to include official minutes.

c. Board approval of Coordinator's annual operating report.

d. Development of Coordinating Board annual report.

e. Joint development with Coordinator of Memorandum of Agreement and Board Approval.

f. Presentation of Memorandum of Agreement to Commission for approval.

g. Continuation of services plan, when coordinator terminates contract, or for other emergency situations.

h. Monitoring and evaluation of Coordinator.

i. Working with Coordinator to approve and coordinate the utilization of school bus and public transit services.

j. Reviewing all applications for local, State and Federal government Transportation Disadvantaged funds.

k. Working with Commission in development of a certification program for intercounty services.

l. Creating innovative ways to improve services with adjoining services areas.

m. Creating and maintaining a vehicle inventory and utilization plan of vehicles purchased or leased with Transportation Disadvantaged funds.

n. Working with the Coordinator in developing applications for funding.

o. Identifying and addressing barriers to coordination (accessibility and others).

p. Creating innovative ways to accommodate the non-sponsored.

q. Consolidating the estimate of Federal and local government transportation funds.

TASK #3 Select Community Transportation Coordinator

Includes the development and implementation of procedures for: the selection process, evaluation or negotiation of fare structures to insure the best overall cost effective mixture of transportation services is achieved.

TASK #4 Comprehensive Plans

This task includes whatever steps are necessary to assure that the local planning agency(ies) responsible for preparing the local comprehensive plan has an opportunity to review and comment on the Coordinated Transportation Development Plan.

TASK #5 Coordinated Transportation Development Plan

This tasks includes the development of a Coordinated Transportation Development (TD) Plan for transportation disadvantaged services within the grantees' service area. The Plan shall be a 5-year recommended implementation plan which indicates all the requirements of Chapter 427, F.S. and Rule 41-2 FAC, to implement the Transportation Disadvantaged Program within the designated service area. Elements of the plan shall include at a minimum:

a. Reappointment of Coordinating Board

b. Existing providers of service

c. Coordinator selection process

d. Identification of all Federal, State, and local government funds available within the service area

e. Identify the benefits of TD Trust Funds to purchase additional non-sponsored trips and capital equipment.

f. An assessment of the quantity and types of transportation disadvantaged services (trips) needed beyond the available TD resources

g. Inclusion of Transportation Disadvantaged Element in the Transportation Improvement Programs by Metropolitan Planning Organizations. This element will contain all Federal, State and local government funds for transportation disadvantaged services within the designated service area.

h. Where there is no Metropolitan Planning Organization, the designated Official Planning Agency shall prepare a Transportation Disadvantaged Transportation Improvement Program. this program shall cover a 5-year period and will contain all Federal, State and local government funds for transportation disadvantaged services within the designated service area.

END PRODUCTS:

1. Agenda and back-up materials

2. Summary Minutes and Resolutions

3. Completed contracts with Transportation Disadvantaged providers

4. Annual report

PROJECT MANAGERS:

Yvonne Soler
Danny Alvarez

PARTICIPATING AGENCIES:

Metropolitan Planning Organization
Metro-Dade Transit Agency

REQUIRED FUNDING:

$143,235

FY 1992 UNIFIED PLANNING WORK PROGRAM

Detailed Project Description

TASK NUMBER AND TITLE:

4.06 UMTA CIVIL RIGHTS REQUIREMENTS

OBJECTIVE:

Respond to Federal requirements for monitoring Civil Rights Compliance based on the level of transit services provided to minority communities.

PREVIOUS WORK:

A major update of this report is required to be completed every three years. Last major update was in FY 88. Written updates were provided as required by UMTA in FY 90. In this fiscal year 1992 a major submission is required.

METHODOLOGY:

1. Run Minority/Non-Minority accessibility models for proposed service changes to monitor accessibility.

2. Monitor the minority usage of transit service through analysis information obtained from marketing tracking services to review for equity under Title VI guidelines.

END PRODUCTS:

1. Updated Minority Accessibility/Title VI report.

PROJECT MANAGER:

Mario G. Garcia

PARTICIPATING AGENCY:

Metro-Dade Transit Agency

REQUIRED FUNDING:

$10,000

APPENDICES

APPENDIX I

FY 1992 UNIFIED PLANNING WORK PROGRAM
AVAILABLE AND REQUESTED FUNDING
($000)

FUNDING SOURCES

FHWA PL FUNDS	REQUESTED FUNDING	SUBTOTAL
Regular FHWA PL	328.10	
Local Match (15%)	57.90	386.00
Carry over FHWA PL	17.00	
Local Match (15%)	3.00	20.00
TOTAL FHWA PL FUNDS		406.00

OTHER/STATE FUNDS AND LOCAL MATCH	REQUESTED FUNDING	SUBTOTAL
Project No. 1.04	100.00	
Project No. 1.05	50.00	
Project No. 3.01	75.00	
Project No. 3.03	50.00	
Project No. 4.05	107.43	
Project No. 4.07	30.00	
Project No. 4.08	50.00	462.43
Local Match	85.81	85.81
TOTAL OTHER/STATE FUNDS AND LOCAL MATCH		548.24

UMTA SECTION 9 FUNDS	REQUESTED FUNDING	SUBTOTAL
Project No. 1.03 (Carry Over)	200.00	200.00
State Match (10%)	25.00	
Local Match (10%)	25.00	50.00
TOTAL UMTA SECTION 9 FUNDS		250.00

UMTA SECTION 8 FUNDS	REQUESTED FUNDING	SUBTOTAL
Section 8	768.80	768.80 +50
Local Match (20%)	192.20	192.20 − 50 = 142.20
TOTAL UMTA SECTION 8 FUNDS		961.00

FY '92 UPWP GRAND TOTAL	2,165.24

APPENDIX II

FY 1992 UNIFIED PLANNING WORK PROGRAM

PROJECT FUNDING BY SOURCE
($000)

OBJECTIVE A: LONG-RANGE TRANSPORTATION PLANNING	UMTA SECTION 8	OTHER	FHWA PL	TOTAL
1.01 URBAN TRAVEL MODELING AND FORECASTING	50		35	85
1.01.a Computer Equipment Purchase			25	25
1.02 TRANSPORTATION/LAND USE COORDINATION	40		45	85
1.03 TRANSIT CORRIDOR TRANSITIONAL STUDY	65	250		315
1.04 ASSESSMENT OF RAIL RIGHTS-OF-WAY IN DADE CO.		100		100
1.05 SOCIO-ECONOMIC DATABASE	35	50	25	110
TOTAL - LONGE-RANGE TRANSPORTATION PLANNING	190	400	130	720

OBJECTIVE B: SHORT-RANGE TRANSPORTATION PLANNING	UMTA SECTION 8	OTHER	FHWA PL	TOTAL
2.01 SHORT-RANGE INTERMODAL CORRIDOR PLANNING	90		65	155
2.02 HIGHWAY SURVEILLANCE			50	50
2.03 TRANSIT ROUTE-LEVEL MONITORING	40			40
2.04 TIP PREPARATION	15		15	30
2.05 TRANSIT FINANCIAL CAPACITY ASSESSMENT	5			5
2.06 TRANSIT DATA MANAGEMENT ACTIVITIES	30			30
TOTAL - SHORT-RANGE TRANSPORTATION PLANNING	180	0	130	310

OBJECTIVE C: INTEGRATED TRANSPORTATION SYSTEM	UMTA SECTION 8	OTHER	FHWA PL	TOTAL
3.01 TRANSPORTATION DEMAND MANAGEMENT ACTIVITIES	15	75		90
3.02 IMPROVING REGIONAL TRANSPORTATION PLANNING			5	5
3.03 COMPREHENSIVE BICYCLE/PEDESTRIAN PLANNING/COORDINATION	5	100		105
3.04 NORTHEAST DADE TRANSIT IMPROVEMENT STUDY	250			250
3.05 PRIVATE JITNEY AND MINIBUS SERVICE STUDY	150			150
TOTAL - INTEGRATED TRANSPORTATION SYSTEM	420	175	5	600

APPENDIX II

FY 1992 UNIFIED PLANNING WORK PROGRAM

PROJECT FUNDING BY SOURCE
($000)

OBJECTIVE D: TRANSPORTATION PLANNING PROCESS	UMTA SECTION 8	OTHER	FHWA PL	TOTAL
4.01 UPWP ADMINISTRATION	35		30	65
4.02 MPO BOARD & TECHNICAL COMMITTE SUPPORT AND LEGISLATIVE ASSESSMENTS	40		32	72
4.03 UPWP DEVELOPMENT	13		12	25
4.04 CITIZEN INVOLVEMENT AND MUNICIPAL COORDINATION	30		25	55
4.05 TRANSPORTATION DISADVATAGED PLANNING		143.24		143.24
4.06 UMTA CIVIL RIGHTS REQUIREMENTS	10			10
4.07 FDOT/MPO TRANSPORTATION PLANNING LIASON		30		30
4.08 FDOT/CASH MATCH		50		50
4.09 MPO PROGRAM SUPPORT SERVICES	43		42	85
TOTAL - TRANSPORTATION PLANNING PROCESS	171	223.24	141	535.24

GRAND TOTAL 1992 UNIFIED PLANNING WORK PROGRAM	961	798.24	406	2,165.24

APPENDIX III

FY 1992 UNIFIED PLANNING WORK PROGRAM

LOCAL AGENCY PARTICIPATION
($000)

OBJECTIVE A: LONG-RANGE TRANSPORTATION PLANNING	MPO	MDTA	DCPD	DCPW	DIC	OTHER	TOTAL
1.01 URBAN TRAVEL MODELING AND FORECASTING	85						85
1.01.a Computer Equipment Purchase					25		25
1.02 TRANSPORTATION/LAND USE COORDINATION	25	15	25	20			85
1.03 TRANSIT CORRIDOR TRANSITIONAL STUDY	15	10				290	315
1.04 ASSESSMENT OF RAIL RIGHTS-OF-WAY IN DADE CO.						100	100
1.05 SOCIO-ECONOMIC DATABASE			110				110
TOTAL - LONGE-RANGE TRANSPORTATION PLANNING	125	25	135	20	25	390	720

OBJECTIVE B: SHORT-RANGE TRANSPORTATION PLANNING	MPO	MDTA	DCPD	DCPW	DIC	OTHER	TOTAL
2.01 SHORT-RANGE INTERMODAL CORRIDOR PLANNING	80	40		35			155
2.02 HIGHWAY SURVEILLANCE				50			50
2.03 TRANSIT ROUTE-LEVEL MONITORING		40					40
2.04 TIP PREPARATION	15			15			30
2.05 TRANSIT FINANCIAL CAPACITY ASSESSMENT		5					5
2.06 TRANSIT DATA MANAGEMENT ACTIVITIES		30					30
TOTAL - SHORT-RANGE TRANSPORTATION PLANNING	95	115	0	100	0	0	310

OBJECTIVE C: INTEGRATED TRANSPORTATION SYSTEM	MPO	MDTA	DCPD	DCPW	DIC	OTHER	TOTAL
3.01 TRANSPORTATION DEMAND MANAGEMENT ACTIVITIES	90						90
3.02 IMPROVING REGIONAL TRANSPORTATION PLANNING						5	5
3.03 COMPREHENSIVE BICYCLE/PEDESTRIAN PLANNING AND COORDINATION	95				10		105
3.04 NORHTEAST DADE TRANSIT IMPROVEMENT STUDY		250					250
3.05 PRIVATE JITNEY AND MINIBUS SERVICE STUDY						150	150
TOTAL - INTEGRATED TRANSPORTATION SYSTEM	185	250	0	0	10	155	600

APPENDIX III

FY 1992 UNIFIED PLANNING WORK PROGRAM

LOCAL AGENCY PARTICIPATION
($000)

OBJECTIVE D: TRANSPORTATION PLANNING PROCESS	MPO	MDTA	DCPD	DCPW	DIC	OTHER	TOTAL
4.01 UPWP ADMINISTRATION	65						65
4.02 MPO BOARD & TECHNICAL COMMITTE SUPPORT AND LEGISLATIVE ASSESSMENTS	72						72
4.03 UPWP DEVELOPMENT	25						25
4.04 CITIZEN INVOLVEMENT AND MUNICIPAL COORDINATION	55						55
4.05 TRANSPORTATION DISADVATAGED PLANNING	71.62	71.62					143.2
4.06 UMTA CIVIL RIGHTS REQUIREMENTS		10					10
4.07 FDOT/MPO TRANSPORTATION PLANNING LIASON						30	30
4.08 FDOT/CASH MATCH						50	50
4.09 MPO PROGRAM SUPPORT SERVICES						85	85
SUBTOTAL – TRANSPORTATION PLANNING PROCESS	288.62	81.62	0	0	0	165	535.24

GRAND TOTAL 1992 UNIFIED PLANNING WORK PROGRAM	693.62	471.62	135	120	35	710	2,165.24

APPENDIX IV

FY 1992 PROJECT FUNDING BY AGENCY ALLOCATIONS
($000)

FY 1992 UPWP	FEDERAL					STATE		LOCAL						
	UMTA			FHWA										
LONG-RANGE TRANSPORTATION PLANNING	SEC 8	SEC 9	TOTAL	PL	TOTAL	OTHER	TOTAL	OTHER LOCAL	TOTAL	UTMA * MATCH	FHWA MATCH	OVER MATCH	TOTAL	PROJECT TOTAL
1.01 URBAN TRAVEL MODELING AND FORECASTING	40	0	40	29.75	29.75	0	0	0	0	10	5.25	0	15.25	85
1.01.a Computer Equipm. Purchase	0	0	0	21.25	21.25	0	0	0	0	0	3.75	0	3.75	25
1.02 TRANSPORTATION/ LAND USE COORDINATION	32	0	32	38.25	38.25	0	0	0	0	8	6.75	0	14.75	85
1.03 TRANSIT CORRIDOR TRANSITIONAL STUDY	52	200	252	0	0	25	25	0	0	38	0	0	38.00	315
1.04 ASSESSMENT OF RAIL RIGHTS-OF-WAY IN DADE CO.	0	0	0	0	0	100	100	0	0	0	0	0	0.00	100
1.05 SOCIO-ECONOMIC DATABASE	28	0	28	21.25	21.25	50	50	0	0	7	3.75	0	10.75	110
SUBTOTAL - LONGE-RANGE TRANSPORTATION PLANNING:			352.00		110.50		175.00		0				82.50	720.00

SHORT-RANGE TRANSPORTATION PLANNING	SEC 8	SEC 9	TOTAL	PL	TOTAL	OTHER	TOTAL	OTHER LOCAL	TOTAL	UTMA * MATCH	FHWA MATCH	OVER MATCH	TOTAL	PROJECT TOTAL
2.01 SHORT-RANGE INTERMODAL CORRIDOR PLANNING	72	0	72	55.25	55.25	0	0	0	0	18	9.75	0	27.75	155
2.02 HIGHWAY SURVEILLANCE	0	0	0	42.5	42.5	0	0	0	0	0	7.5	0	7.50	50

* Include 10% cash match provided by FDOT for each work element funded with FY 1992 Section 8 UMTA funds up to a maximum total of $50,000.00
For administrative purposes, this FDOT Cash Match is referred to as work element 4.08 (FDOT UMTA Grant Cash Match).

APPENDIX IV

FY 1992 PROJECT FUNDING BY AGENCY ALLOCATIONS
($000)

FY 1992 UPWP	FEDERAL					STATE		LOCAL						
	UMTA			FHWA										
SHORT-RANGE TRANSPORTATION PLANNING (Continued)	SEC 8	SEC 9	TOTAL	PL	TOTAL	OTHER	TOTAL	OTHER LOCAL	TOTAL	UTMA * MATCH	FHWA MATCH	OVER MATCH	TOTAL	PROJECT TOTAL
2.03 TRANSIT ROUTE-LEVEL MONITORING	32	0	32	0	0	0	0	0	0	8	0	0	8.00	40
2.04 TIP PREPARATION	12	0	12	12.75	12.75	0	0	0	0	3	2.25	0	5.25	30
2.05 TRANSIT FINANCIAL CAPACITY ASSESSMENT	4	0	4	0	0	0	0	0	0	1	0	0	1.00	5
2.06 TRANSIT DATA MANAGEMENT ACITIVITIES	24	0	24	0	0	0	0	0	0	6	0	0	6.00	30
SUBTOTAL – SHORT-RANGE TRANSPORTATION PLANNING			**144.00**		**110.5**		**0**		**0**				**55.50**	**310.00**

INTEGRATED TRANSPORTATION SYSTEM	SEC 8	SEC 9	TOTAL	PL	TOTAL	OTHER	TOTAL	OTHER LOCAL	TOTAL	UTMA * MATCH	FHWA MATCH	OVER MATCH	TOTAL	PROJECT TOTAL
3.01 TRANSPORTATION DEMAND MANAGEMENT	12	0	12	0	0	75	75	0	0	3	0	0	3.00	90
3.02 IMPROVING REGIONAL TRANSPORTATION PLANNING	0	0	0	4.25	4.25	0	0	0	0	0	0.75	0	0.75	5
3.03 COMPR. BICYCLE/PEDESTRIAN PLANNING/COORDINATION	4	0	4	0	0	50	50	50	50	1	0	0	1.00	105

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APPENDIX IV

FY 1992 PROJECT FUNDING BY AGENCY ALLOCATIONS
($000)

FY 1992 UPWP	FEDERAL					STATE		LOCAL						
	UMTA			FHWA										
INTEGRATED TRANSPORTATION SYSTEM	SEC 8	SEC 9	TOTAL	PL	TOTAL	OTHER	TOTAL	OTHER LOCAL	TOTAL	UTMA * MATCH	FHWA MATCH	OVER MATCH	TOTAL	PROJECT TOTAL
3.04 N.E. DADE TRANSIT IMPROVEMENT STUDY	250	0	250	0	0	0	0	0	0	0	0	0	0.00	250
3.05 PRIVATE JITNEY AND MINIBUS SERVICE STUDY	120	0	120	0	0	0	0	0	0	30	0	0	30.00	150
SUBTOTAL – INTEGRATED TRANSPORTATION SYSTEM			386.00		4.25		125.00		50.00				34.75	600.00
TRANSPORTATION PLANNING PROCESS	SEC 8	SEC 9	TOTAL	PL	TOTAL	OTHER	TOTAL	OTHER LOCAL	TOTAL	UTMA * MATCH	FHWA MATCH	OVER MATCH	TOTAL	PROJECT TOTAL
4.01 UPWP ADMINISTRATION	28	0	28	25.5	25.5	0	0	0	0	7	4.50	0	11.50	65
4.02 MPO BOARD & TECHNICAL COMMITTE SUPPORT AND LEGISLATIVE ASSESSMENTS	32	0	32	27.2	27.2	0	0	0	0	8	4.80	0	12.80	72
4.03 UPWP DEVELOPMENT	10.40	0	10.40	10.20	10.20	0	0	0	0	2.60	1.80	0	4.40	25
4.04 CITIZEN INVOLVEMENT AND MUNICIPAL COORDINATION	24	0	24	21.25	21.25	0	0	0	0	6	3.75	0	9.75	55
4.05 TRANSPORTATION DIS-ADVANTAGED PLANNING	0	0	0	0	0	107.43	107.43	35.81	35.81	0	0	0	0.00	143.24

* Include 10% cash match provided by FDOT for each work element funded with FY 1992 Section 8 UMTA funds up to a maximum total of $50,000.00 For administrative purposes, this FDOT Cash Match is referred to as work element 4.08 (FDOT UMTA Grant Cash Match).

APPENDIX IV

FY 1992 PROJECT FUNDING BY AGENCY ALLOCATIONS
($000)

FY 1992 UPWP	FEDERAL					STATE		LOCAL						
	UMTA			FHWA										
TRANSPORTATION PLANNING PROCESS	SEC 8	SEC 9	TOTAL	PL	TOTAL	OTHER	TOTAL	OTHER LOCAL	TOTAL	UTMA * MATCH	FHWA MATCH	OVER MATCH	TOTAL	PROJECT TOTAL
4.06 UMTA CIVIL RIGHTS REQUIREMENTS	8	0	8	0	0	0	0	0	0	2	0	0	2.00	10
4.07 FDOT/MPO TRANSPORTATION PLANNING LIASON	0	0	0	0	0	30	30	0	0	0	0	0	0.00	30
4.08 FDOT/CASH MATCH	0	0	0	0	0	50	50	0	0	0	0	0	0.00	50
4.09 MPO PROGRAM SUPPORT SERVICES	34.4	0	34.40	35.70	35.70	0	0	0	0	8.6	6.3	0	14.90	85
SUBTOTAL – TRANSPORTATION PLANNING PROCESS			136.80		119.85		187.43		35.81				55.35	535.24
GRAND TOTAL			1018.80		345.10		487.43		85.81				228.10	2,165.24

* Include 10% cash match provided by FDOT for each work element funded with FY 1992 Section 8 UMTA funds up to a maximum total of $50,000.00
For administrative purposes, this FDOT Cash Match is referred to as work element 4.08 (FDOT UMTA Grant Cash Match).