

UNIFIED PLANNING WORK PROGRAM for Transportation Planning Activities

Fiscal Years 2021 and 2022

www.miamidadetpo.org

April 23, 2020

Through UPWP Revision No. 6 (9/30/2021)

150 West Flagler Street, Suite 1900 Miami, Florida 33130

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**Miami-Dade Transportation
Planning Organization**

Unified Planning Work Program for Transportation Planning Activities

Fiscal Years 2021 and 2022
Period of July 1, 2020 to June 30, 2022

Approved by the Miami-Dade Transportation Planning Organization on April 23, 2020

Miami-Dade TPO Governing Board Chairman

Prepared by:
Miami-Dade Transportation Planning Organization

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Table of Contents

Introduction	5
Federal and State Planning Priorities	10
Task I: Federal and State Core Requirements	15
Long Range Transportation Plan	
Transportation Improvement Program	
Unified Planning Work Program	
Public Participation Plan	
Performance Management	
Task II: Federal, State, and Regional Planning	23
Federal, State, and Regional Planning and Coordination	
Southeast Florida Regional Planning Model Development and Maintenance	
Task III: Technical Program	28
SMART Plan and Programs	
Multimodal/Intermodal Planning: Transit, Freight, Bicycle, Pedestrian	
Roadway/Highway Network	
Future Areas of Emphasis	
Technical Program Support/Data Collection: Socioeconomic & Land Use, Highway Traffic Counting	
General Planning Consultant/On-Demand Services	
Task IV: TPO Administration	44
TPO Program Support	
TPO Board Support	
Transportation Disadvantaged Planning Grant Program	
Task V: Expenditures with Local Funds	48

List of Figures

Figure 1: Map of Miami UZA/TMA and Miami-Dade TPO Metropolitan Planning Area (MPA)

Figure 2: Organization Chart

Figure 3: Planning Horizons for TPO Core Requirements

List of Tables

Table 1: Funding Analysis – Total Funds Available in FYs 21 and 22 UPWP

Table 2: Matrix of Federal Planning Factors and UPWP Tasks

Table 3: Matrix of Florida Planning Emphasis Areas and UPWP Tasks

Table 4: Carry Forward Activities and Studies

Table 5: Budget Summary for Task I

Table 6: Funding Sources for Regional Planning Activities with Partner Agencies

Table 7: Budget Summary for Task II

Table 8: Budget Summary for Task III

Table 9: Budget Summary for Task IV

Appendices

Appendix A: Planning Activities

Appendix B: TPO Resolution Adopting the FYs 2021 and 2022 UPWP

Appendix C: Statements and Assurances

Appendix D: UPWP Summary Financial Tables

Appendix E: Acronyms



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Cost Analysis Certification

Miami-Dade TPO

Unified Planning Work Program - FY 2021 & FY 2022

Adopted 4/23/2020

Revision Number: Initial Adoption

I hereby certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable, and necessary, as required by [Section 216.3475, F.S.](#) Documentation is on file evidencing the methodology used and the conclusions reached.

Name: Ken Jeffries

District Six Planning Manager

Title and District

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Signature

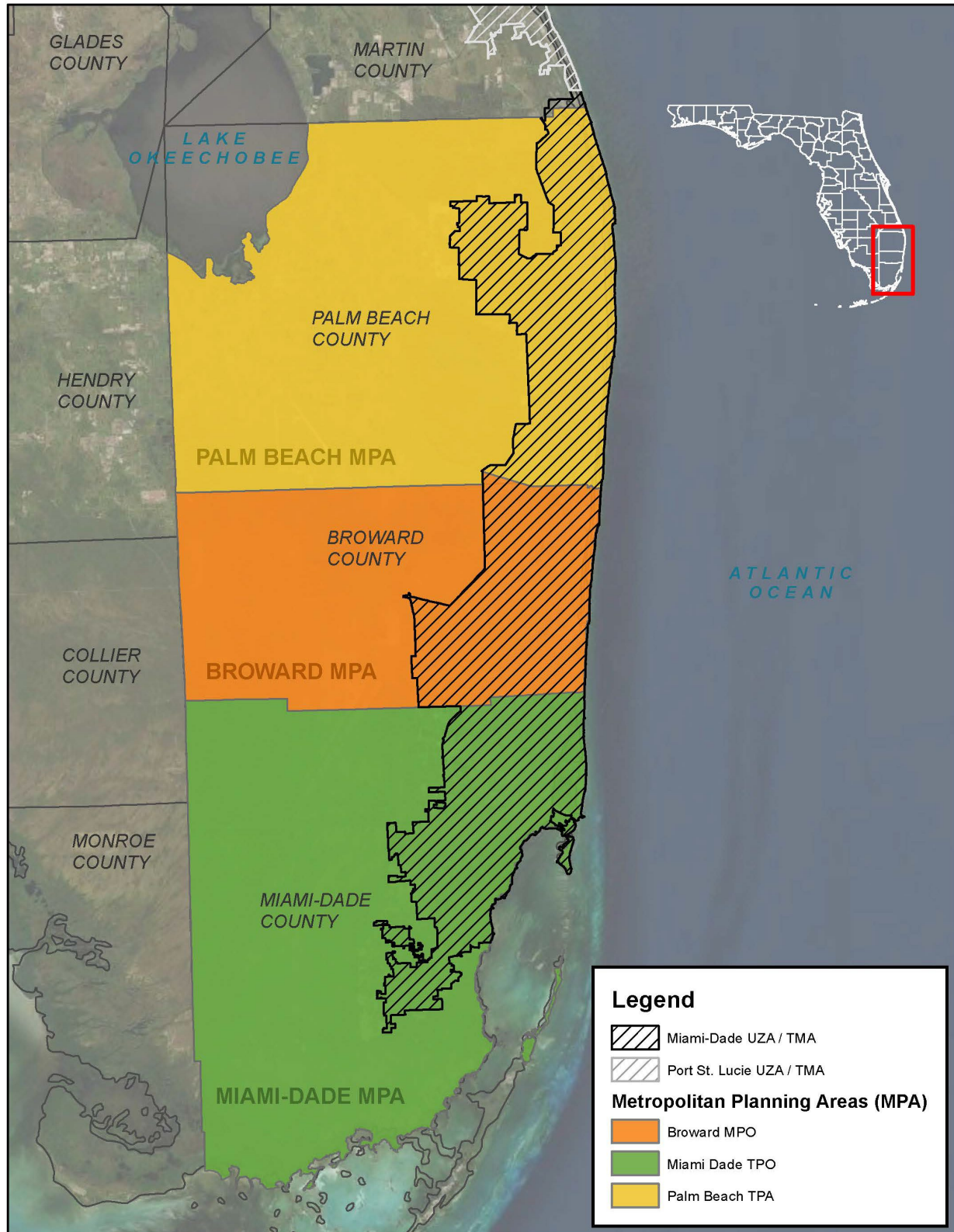
Introduction

The Miami-Dade Transportation Planning Organization (TPO), in its role as the Miami-Dade Metropolitan Planning Organization (MPO), was mandated by the Federal Highway Act of 1962 as a condition to receive adequate funding for transportation-related initiatives for urbanized areas. An Urbanized Area (UZA) is determined by the U.S. Census for contiguous areas with populations exceeding 50,000. A UZA with a population over 200,000 is further defined as a Transportation Management Area (TMA). In the 2010 Census, the estimated population within the Miami UZA/TMA was over 5.5 million, encompassing parts of Miami-Dade, Broward, and Palm Beach Counties, and a small area of Martin County. Due to the size and complexity of the Miami UZA/TMA, three Metropolitan Planning Organizations (MPOs) were designated for the Southeast Florida region: the Miami-Dade TPO, the Broward MPO, and the Palm Beach Transportation Planning Agency (TPA). The Miami-Dade TPO is responsible for the Metropolitan Planning Area (MPA) generally defined by the Miami-Dade County boundaries. The combined MPAs of the Miami-Dade TPO, Broward MPO, and Palm Beach TPA encompass the entire Miami UZA, plus the contiguous area expected to become urbanized within a 20-year forecast period. **Figure 1** provides a map of the Southeast Florida region, the Miami UZA/TMA, and the respective planning area (MPA) for the Miami-Dade TPO.

As per federal requirements, a priority of the Miami-Dade TPO is to carry on a continuing, cooperative, and comprehensive metropolitan transportation planning process, for the provision of efficient transportation facilities while providing effective community participation. Per federal and state requirements, the Miami-Dade TPO is required to create a 20-year Long Range Transportation Plan (LRTP), a 5-year Transportation Improvements Program (TIP), a 2-year Unified Planning Work Program (UPWP) and a Public Participation Plan (PPP). Together, these documents list priorities and funding for all transportation-related initiatives throughout Miami-Dade TPO's metropolitan planning area. To direct and facilitate transportation planning decision-making, the Miami-Dade TPO includes a Governing Board comprised of twenty-five (25) voting members, of which thirteen (13) are Miami-Dade Commissioners.

The goal of the Miami-Dade TPO's UPWP is to program the priorities, activities, and studies to be conducted that will support the gathering of data, development of concepts, and visioning for metropolitan transportation planning throughout the Miami-Dade TPO's metropolitan planning area to identify transportation needs. This document is guided by the policies and projects established in both the TPO's TIP and 2045 LRTP, federal and state Planning Emphasis Areas (PEA), activities of relevant partners, and citizen coordination. The Miami-Dade TPO has organized its planning activities into five (5) tasks: I) Federal and State Core Requirements, II) Federal, State & Regional Planning, III) Technical Programs, IV) TPO Administration, and V) Expenditures with Local Funds. Tasks I, II, III and IV assure that the UPWP addresses all requirements and needs established at the federal and state levels. Activities listed in the UPWP are performed during a two-year timeframe, beginning July 1, 2020 and ending on June 30, 2022. To ensure best practices and quality control, all activities listed have been guided by policies of the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Florida Department of Transportation (FDOT), and TPO Governing Board. Additionally, all activities are within full compliance of Title 23 and Title 49 of the United States Code (U.S.C), 23 C.F.R 450.308; and F.T.A Circular 8100.1, which standardize the metropolitan transportation planning process, establish funding sources, and provide a framework for the UPWP. Apart from Task IV and Task V, all other planning activities will be performed using funds under Title 23, U.S.C. and 49 U.S.C. 53. Funding details are provided in each task.

Figure 1: Map of Miami UZA/TMA and Miami-Dade TPO MPA



Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

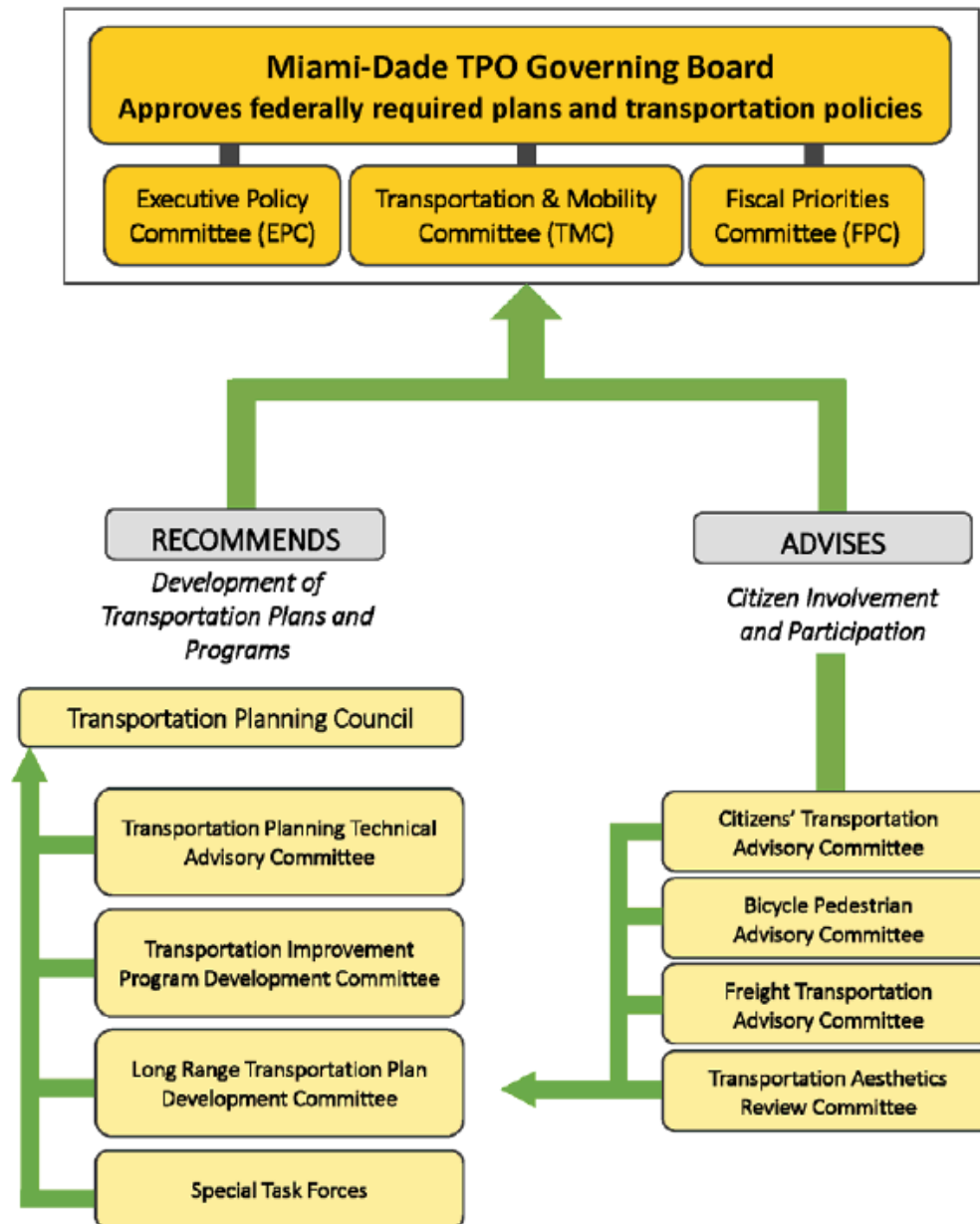
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Organization and Management

In accordance with federal requirements, the organizational structure of the TPO is designed for the administration, coordination, and monitoring of a cooperative venture by participating agencies. These agencies perform interdependent functions supporting development of an integrated transportation plan and implementable programs. At the top of the TPO's organizational structure sits the TPO Governing Board, which approves federally required plans and transportation policies, and includes three committees: an Executive Policy Committee (EPC), a Transportation & Mobility Committee (TMC), and Fiscal Priorities Committee (FPC).

The work of the TPO is carried out within the structure and processes outlined in **Figure 2** below.

Figure 2: Organization Chart



Source: Miami-Dade TPO Prospectus for Transportation Improvements

The TPO's Governing Board is composed of twenty-five (25) voting members and may also include non-voting members. The TPO Governing Board is vested with the responsibility for exercising the powers of the TPO, 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. In addition to the structure shown in Figure 2, the TPO Governing Board may appoint special committees and task forces composed of public and/or official representatives for the purpose of seeking advice and recommendations, as deemed necessary.

Agreements are executed to perform tasks shown in this document. Standard Interlocal Agreements are used to contract with public agencies. These agreements are typically with municipalities and the South Florida Regional Planning Council (SFRPC). Joint Participation Agreements (JPAs) are used to access FHWA, FTA, and state funds. JPAs are also used for intergovernmental coordination and for the allocation of federal and state funds. Miami-Dade TPO agreements currently in effect to perform the tasks included in the FY 2020 & 2021 UPWP can be found at <http://www.miamidadetpo.org/unified-planning-work-program.asp>, and are listed below:

- Interlocal Agreement Creating Miami-Dade TPO: To create and establish a Metropolitan Planning Organization and to confer upon it the power, authority and responsibility necessary to organize and structure itself in a manner most suitable for conducting a continuing, cooperative and comprehensive transportation planning process in cooperation with the Florida Department of Transportation. Executed on March 2, 1977.
- Urban Transportation Planning Agreement: Contract between FDOT and the Miami-Dade TPO to participate cooperatively in the performance of a coordinated, comprehensive transportation planning and programming process. Executed on March 2, 1977.
- Intergovernmental Coordination and Review (ICAR): An agreement between FDOT, Miami-Dade TPO, SFRPC, Miami-Dade County, South Florida Regional Transportation Authority and Miami-Dade Expressway Authority to have clearly defined, continuing, cooperative and comprehensive metropolitan transportation planning process. Executed on February 22, 2012.
- Management Agreement Services Memorandum of Understanding (MOU): Agreement between Miami-Dade TPO and Miami-Dade County for the purpose of utilizing county personnel to perform a substantial portion of each task necessary to carry out the transportation planning and programming process mandated by Federal regulations. Executed on July 1, 2013.
- Southeast Florida Transportation Council (SEFTC) Interlocal Agreement: Creates the Southeast Florida Transportation Council (SEFTC) to carry out regional transportation planning and coordination in the Southeast Florida region. Executed on January 9, 2006.
- Southeast Florida Regional Planning Model (SERPM) Memorandum of Understanding (MOU): An agreement between the Miami-Dade TPO, Broward MPO, Palm Beach TPA and FDOT Districts Four and Six for the purpose of assigning roles and responsibilities and creating a decision making framework for future travel demand modeling tasks related to the Southeast Florida Regional Planning Model (SERPM). Executed on October 19, 2019.
- By-Laws of the Transportation Planning Organization: Defines its role as the Metropolitan Planning Organization for the Miami Urbanized Area.

The Miami-Dade TPO has set a policy that assures that no person shall on basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination

authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity. It is the policy of the Miami-Dade TPO to comply with all of the requirements of the Americans with Disabilities Act (ADA). To request this document in accessible format, please call 305-375-1888.

In accordance with federal and state requirements, the public sector is solicited yearly to submit ideas to be considered for inclusion in the UPWP. A "Call for SMART Ideas" is sent throughout the community via e-blasts, e-newsletters, flyers, and the TPO's website. An informational brochure is sent to the TPO's distribution list, which includes citizens who have previously communicated with the TPO and provided contact information. In addition, the brochure is available to be downloaded, completed electronically, or distributed to the TPO committees and advisory committees. Brochures are also distributed to all Miami-Dade County public libraries for citizens that do not have access to computers.

Miami-Dade County provides local funds to the Miami-Dade TPO, which are monetary sources for the approved budget, using local revenues. The PL funds and the FTA 5305(d) funds are soft matched by the state using Toll Revenue Credits at a rate of 18.07% for PL and 20% for FTA 5305(d). Section 120 of Title 23, U.S.C., permits a State to use certain toll revenue expenditures as a credit toward the non-Federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the Federal share to be increased up to 100% to the extent credits are available. FDOT has adopted the policy to use the toll credits for statewide and metropolitan planning funds.

The Miami-Dade TPO utilizes a county service fee, which is a de minimis rate of ten percent (10%) of staff salaries only (not including fringes). **Table 1** below is a summary of the FYs 2021 and 2022 funding analysis:

Table 1: Funding Analysis – Total Funds Available FYs 21 and 22 UPWP (in 000s)

Source	Federal	State Match	State Funds	Local Match	Local Funds	Total	Soft Match****
FHWA PL	*5,249				1,310	6,559	1,158
FHWA SU	**5,546					5,546	
FTA5305(d) Carry-Forward	\$1,486	\$186		186		1,858	
FTA5305(d) ***					408		816
	3,629		408			4,078	
CTD			150			150	
Transfers to TPO	300		500			800	
Total	16,210	\$186	\$1,058	186	1,718	19,358	1,974

* Includes de-obligation of \$537,488 of Federal PL from FY 2019-2020 UPWP.

** Includes de-obligation of \$2,590,581 of Federal SU funds from FY 2019-2020 UPWP.

*** Includes Carryover of \$1,486,000 of FTA 5305(d) funds and \$186,000 State match from FY 2019-2020 UPWP.

**** The "soft match" amount being utilized to match the FHWA PL funding in the UPWP is 18.07% of program funds for a total of \$1,157,668. The soft match amount being utilized to match the FTA 5305(d) funding in the UPWP is 20% of program funds for a total of \$816,000. **This amount is not included in the total UPWP budget.**

UPWP Organization

The UPWP is divided into the following five (5) tasks:

- Task I: Federal and State Core Requirements
- Task II: Federal, State, and Regional Planning
- Task III: Technical Program
- Task IV: TPO Administration
- Task V: Expenditures with Local Funds

The first four tasks assure that the Miami-Dade TPO UPWP addresses all requirements and needs established at the federal and state levels, and are accompanied by a budget table, identifying the proposed funding sources and budgeted funds. Task V: Expenditures with Local Funds provides for legislative and advocacy services to support the Miami Dade TPO (and does not include Federal or State funding sources).

Federal and State Planning Requirements

Federal Planning Factors

The Fixing Americas Surface Transportation (FAST) Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs. Summarized in **Table 2**, the metropolitan transportation planning process considers projects and strategies that will incorporate all ten federal planning factors:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system across and between modes for people and freight;
7. Promote efficient system management and operations;
8. Emphasize the preservation of the existing transportation systems;
9. Improve resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

Table 2: Matrix of Federal Planning Factors and UPWP Tasks

UPWP Task		Federal Planning Factors									
No.	Name	1	2	3	4	5	6	7	8	9	10
I	Federal and State Core Requirements	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
II	Federal, State, and Regional Planning	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
III	Technical Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
IV	TPO Administration	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
V	Expenditures with Local Funding Sources	Not Applicable*									

* Task V: Expenditures with Local Funds provides for legislative and advocacy services to support the Miami Dade TPO (and does not include Federal or State funding sources).

State of Florida Planning Emphasis Areas (PEAs)

The Florida Department of Transportation Office of Policy Planning develops Planning Emphasis Areas on a two-year cycle in coordination with the development of Metropolitan Planning Organizations' respective unified planning work programs. Emphasis areas set planning priorities, support the Florida Transportation Plan, and give importance to topic areas which MPOs are encouraged to address as they develop their planning programs. Implementation of the seven goals of the Florida Transportation Plan requires embracing innovation; extensive collaboration across jurisdictions, modes and disciplines; an emphasis on customer service; data and performance feedback; and strategic investments for the efficient and effective allocation of resources. Summarized below in **Table 3**, the metropolitan transportation planning process considers projects and strategies that incorporate the state of Florida Planning Emphasis Areas.

Table 3: Matrix of Florida Planning Emphasis Areas and UPWP Tasks

UPWP Task		2020 Florida Planning Emphasis Areas			
No.	Name	Safety	System Connectivity	Resilience	ACES**
I	Federal and State Core Requirements	✓	✓	✓	✓
II	Federal, State, and Regional Planning	✓	✓	✓	✓
III	Technical Program	✓	✓	✓	✓
IV	TPO Administration	✓	✓	✓	✓
V	Expenditures with Local Funding Sources	Not Applicable*			

* Task V: Expenditures with Local Funds provides for legislative and advocacy services to support the Miami Dade TPO (and does not include Federal or State funding sources).

** Automated, Connected, Electric and Shared-Use Vehicles

Safety

Safety has been a federal planning priority over numerous iterations of the transportation legislation. As stated within the FAST Act planning factors, metropolitan areas should “increase safety for motorized and non-motorized users.” The state of Florida has expanded on this concept further by becoming a Vision Zero area, with a stated goal within the Florida Transportation Plan of zero fatalities across the state’s transportation system. FDOT adopted their Strategic Highway Safety Plan in 2016, which provides more information about how the state intends to address transportation safety in the coming years.

Task I (Federal and State Core Requirements) includes dedicated activities to address and ensure all federal requirements for safety are incorporated into the metropolitan transportation planning process and core documents of the Miami-Dade TPO. Additionally, the Miami-Dade TPO:

- Compiles and reviews available data to fully understand safety, reliability, mobility, and other categories of system and facility performance.
- Prioritizes and programs planning studies through the Strategic Miami Area Rapid Transit (SMART) Plan, SMART Demonstration Program, and SMART Moves Program to support the delivery of projects that enhance safety of the entire transportation network.

System Connectivity

Connectivity is a concept that is emphasized both at the federal and state levels. Within the FAST Act, one of the ten planning factors states, “enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.” Within the Florida Transportation Plan, system connectivity is addressed within four different goals to 1) make our economy more competitive, 2) increase opportunities for access to transit and other modes, 3) provide a more efficient and mobile transportation system, and 4) meet the needs of a growing and changing population.

A connected system is often more cost-effective and better able to address natural and manmade constraints. The Miami-Dade TPO incorporates a dedicated subsection in Task III (Technical Program), which discusses the highway/roadway network and how the system integration efforts between modes for people and freight will be supported in the TPO’s program. For example, the Miami-Dade TPO:

- Supports Miami-Dade County by assessing and/or verifying highway and transit impacts and provides comments through various stages of the planning development process, as well as ensuring consistency of TPO plans with the Comprehensive Development Master Plan (CDMP).
- Performs various studies analyzing existing transportation data to determine transportation needs and system connectivity across and between modes for people and freight, including but not limited to travel demand and air quality modeling, level of service (LOS), and future travel projects.
- Prioritizes and programs planning studies through the SMART Plan, SMART Demonstration Program, and SMART Moves Program to support the delivery of projects that include first/last mile connections, and enhanced mobility, accessibility, and integration of the entire transportation network.

Resilience

With the passage of the FAST Act, resilience was introduced as a federal planning factor: “Improve the resilience and reliability of the transportation system and mitigate stormwater impacts of surface transportation.” Resilience is defined as the ability to adapt to changing conditions and prepare for, withstand, and recover from disruption. These conditions can encompass a wide variety of environmental, technological, economic, or social impacts.

The Miami-Dade TPO is supporting Miami-Dade County’s resilience planning efforts which have been incorporated into the recently adopted 2045 Long Range Transportation Plan. On-going support of resilience efforts is included under Task III (Technical Program). For example, the Miami-Dade TPO participates and provides technical support for studies that identify sustainability strategies including Resilient 305, Miami-Dade Greenprint, and other local and/or regional efforts.

ACES (Automated/Connected/Electric/Shared-Use Vehicles)

According to FHWA, the transportation industry is currently undergoing disruptive change due to 1) new technologies in automated and connected vehicles, 2) new private institution priorities, structure, and investments (i.e., shared mobility), and 3) changing markets and attitudes towards mobility (reduced car ownership).

“Across the nation, transportation planners are under pressure to develop performance-oriented policies, plans, and investment decisions that consider an increasingly complex transportation landscape. In the process, planners need to consider, but cannot yet reliably predict, the potential impact of disruptive and transformational Connected Vehicle (CV) and Automated Vehicle (AV) technologies on safety, vehicle ownership, road capacity, VMT, land-use, roadway design, future investment demands, and economic development, among others. While some forms of CV and AV are already being deployed across the United States, significant unknowns exist regarding the rate of technology adoption, which types of technologies will prevail in the marketplace, the interaction between CV/AV vehicles and various forms of shared mobility services, and the impacts of interim and widespread levels of CV/AV usage.”
– Federal Highway Administration

While there is a great deal of speculation and uncertainty of the potential impacts from these technologies, ACES may lead to great improvements in safety, transportation choices, and quality of life. The Miami-Dade TPO supports innovative technologies and business practices to address the challenges and opportunities presented by ACES vehicles. The Miami-Dade TPO incorporates emerging technologies into the metropolitan planning process and has dedicated activities under Task III (Technical Program), to address these requirements. For example, the Miami-Dade TPO:

- Observes and tracks emerging and future technologies for impacts on the freight landscape long-range transportation planning and potential project development. These technologies include cargo airships, autonomous trucking, truck platooning, on-demand truck sharing, load tracking for safety and security, airconditioned warehousing, computerized merchandise movement, etc.
- Leverages integration of emerging technologies including the impacts of ACES vehicles through coordination with transportation partners.
- Coordinates with agencies to develop and plan increased automation, optimization, and connectivity through the Internet of Things (IoT).

- Prioritizes and programs planning studies through the SMART Plan, SMART Demonstration Program, and SMART Moves Program to support the delivery of projects that include automated and connected vehicle technologies.

Overview of Planning Studies

A complete list of completed planning studies can be found at: <http://www.miamidadetpo.org/studies-completed.asp>. As metropolitan transportation planning is an ongoing process, some studies and plans may begin in one UPWP cycle and conclude in a future cycle. **Table 4** below summarizes the on-going (or carry forward) studies/activities that began under the FYs 2019 & 2020 UPWP to be completed.

Table 4: Carry Forward Activities and Studies

Activities/Studies Led by the TPO	UPWP Task	Completion	Source/De-obligated Amount
Land Use Scenario for the East-West Corridor	III	March 2021	SU FY 20: \$90,000
Land Use Scenario for Kendall Corridor	III	June 2021	SU FY 20: \$69,000
Economic Mobility and Access for the East-West Corridor	III	March 2021	SU FY 20: \$85,000
Economic Mobility and Access for the Kendall Corridor	III	June 2021	SU FY 20: \$50,000
TOD Monitoring Tool	III	Feb 2021	SU FY 20: \$271,000
Congestion Management Dashboard	III	Aug 2021	SU FY 20: \$100,000
SMART Plan In-House Support	III	Dec 2020	SU FY 20: \$22,000
Systemwide Forecasting	III	Jun 2021	SU FY 20: \$3,000
STOPS 2020 for: • Administration including Metrorail/Metromover • Central Garage • <i>Northeast and Coral Way Garages</i> • <i>Contract Routes and Municipal Circle</i>	III	Dec 2021	SU FY 20: \$ 410,264 \$270,853 \$446,000 \$276,409
City of Aventura/Ojus Mobility Access Study	III	Feb 2021	PL FY 20: \$49,158
Florida City Mobility Study	III	Feb 2021	PL FY 20: \$40,965
SW 244 th Mobility Hubs Study Unincorporated Miami-Dade County	III	Feb 2021	PL FY 20: \$40,145
Activities Led by Partner Agencies	UPWP Task	Completion	Led By
SERPM 8 Maintenance	II	Jun 2020	FDOT D4

For more information on activities led by partner agencies, please refer to the relevant UPWP task sheet.

Task I: Federal and State Core Requirements

Unified Planning Work Program
Fiscal Years 2021 and 2022

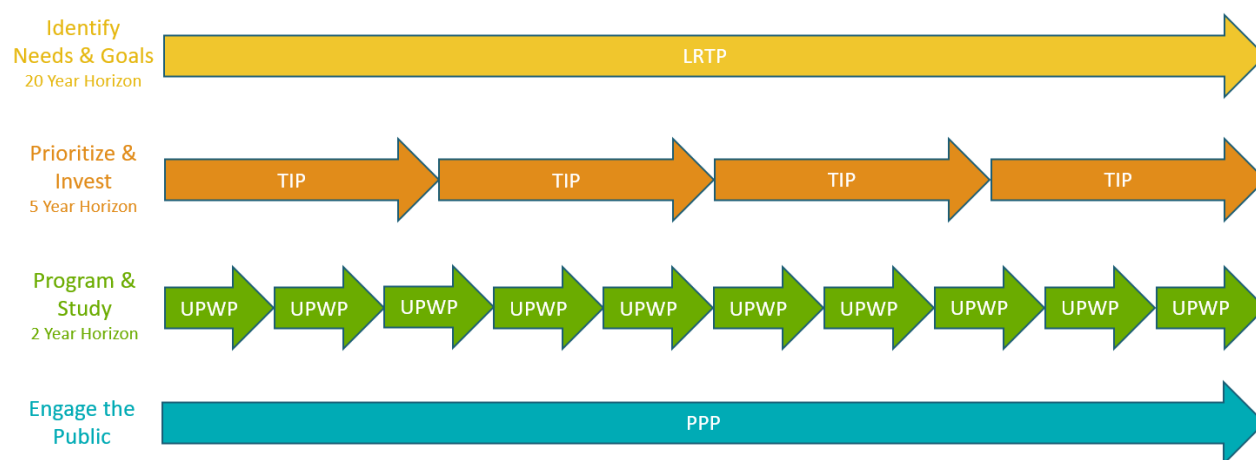
Responsible Agency: Miami-Dade TPO

Participating Agencies: Florida Department of Transportation (FDOT) and Florida's Turnpike Enterprise; Florida Department of Environmental Protection (FDEP); Miami-Dade County Departments of Transportation and Public Works (M-DC DTPW) and Regulatory, Economic Resources (RER), Aviation, and Seaport (Port Miami); Homestead Air Reserve Base (previously known as Homestead Air Force Base); South Florida Regional Transportation Authority (SFRTA); Miami-Dade Expressway Authority (MDX); Miami-Dade County School Board; Local Municipalities; and the Miccosukee Tribe of Indians of Florida

Purpose

This section defines the Miami-Dade TPO's core responsibilities and the metropolitan transportation planning process where the public is engaged and needs and goals are identified. Studies and projects are prioritized, programmed, and conducted. Every MPO is required to develop and update a Long Range Transportation Plan (LRTP), a Transportation Improvement Program (TIP), a Unified Planning Work Program (UPWP), and a Public Participation Plan (PPP). Required activities for all documents include continuous improvements, complying with statutory requirements and performance measures, coordinating with regional partners, and maintaining ongoing tasks. In addition, these core documents are coordinated with FDOT's Efficient Transportation Decision Making (ETDM) process, such as when sociocultural effects are determined for applicable transportation projects via the PPP's Transportation Outreach Planner tool. Public engagement is carried out throughout the activities of this task. The UPWP budgets the core program activities and performance management (PM) activities on a two-year planning horizon, based on the two upcoming fiscal years. **Figure 3** below shows planning horizons for the Miami-Dade TPO core requirements.

Figure 3: Planning Horizons for TPO Core Requirements



A. Long Range Transportation Plan (LRTP)

Long Range Transportation Plans, also referred to as Metropolitan Transportation Plans, are an essential part of an agency's transportation planning process. These documents serve as the foundation for the development of the Transportation Improvement Programs (TIPs). The LRTP prioritizes the transportation needs and investments across all travel modes and facilities. Integrated into the LRTP update process is the Miami-Dade TPOs Congestion Management Process (CMP). The CMP is an on-going effort to apply strategies to improve transportation system performance and reliability by reducing the adverse impacts of congestion on the movement of people and goods. The

L RTP also includes financial components to demonstrate how the recommended transportation plan can be implemented, identifying the public and private resources expected to be available to carry out the plan and recommend any additional financing strategies for needed projects and programs.

The adopted 2045 L RTP helps shape the transportation systems and alternatives, technological advancements, economic vitality, and environmental factors in Miami-Dade County through funded and prioritized transportation projects over a 25-year period. The L RTP is formally updated every 5 years, but there are ongoing administrative, development and maintenance activities including performance monitoring, regional coordination, modeling, and data analysis. The L RTP addresses all federal and state requirements outlined in the Introduction section of this UPWP.

Activity	Scope	Deliverable/s	Completion
1	Review, evaluate and process 2045 L RTP amendments and/or modifications, as needed. This activity ensures these amendments or modifications are compliant with federal and state requirements.	L RTP amendments and modifications	On-going/As requested by partner agencies
2	Assist with the maintenance of the 2045 L RTP as the 2045 L RTP is amended or modified. Maintenance of the 2045 L RTP is necessary to provide an up-to-date version of the document at all times. Work to be Accomplished: Prepare updates to the 2045 L RTP according to the TPO Board approved amendments and modifications, maintain 2045 L RTP current website, and assist in evaluating amendments for compliance, as needed. Consultant Supported Effort: \$60,000 FY 21	Updated 2045 L RTP, website maintenance, and technical memorandums, as needed	June 2022
3	Address L RTP issues as needed, including surface transportation act issues and provide information for decision making, including strategies to maintain the CMP.	Technical memorandums, presentations, fact sheets	As required by federal guidelines and/or planning documents
4	Continue utilizing the ETDM planning screen to assess potential impacts to the L RTP.	Technical memorandums	As required by partner agencies

B. Transportation Improvement Program (TIP)

The TIP—a five-year document consistent with the L RTP and all federally mandated statutory requirements—lists funded projects within the next five years related to the improvement of intermodal modes including highway, transit, aviation, seaport, non-motorized, freight, regionally significant projects, and privatized transportation systems. The TIP's required activities include creating proposals for capital expenditures, prioritizing and funding transportation projects, and coordinating with regional partners.

Activities Cont.	Scope	Deliverable/s	Completion
5	Review L RTP Priority II projects and develop a list of prioritized projects that identifies transit, roadway, intermodal, Port Miami Tunnel repayment, freight, and non-motorized priorities.	TPO Program Transportation Priorities	Annually by June
6	Coordinate with agencies and partners to compile and publish listing of projects for which Federal Funds have been obligated in the preceding fiscal year.	Annual Obligation Listing	Annually by December

Activities Cont.	Scope	Deliverable/s	Completion
7	Coordinate and develop the TIP. Coordination includes Standing Committee for TIP development and review meetings, and with regional partners through the SEFTC and SFRPC. Review to ensure consistency with the LRTP.	Adopted TIP	Annually by July
		Citizens' TIP	
8	Assist with the development of the TIP, including maintaining and updating the InteracTIP Tool. Work to be Accomplished: Maintain and update InteracTIP, the tool website, and data (including project updates, Shapefiles, ARCGIS, and website enhancements). Consultant Supported Effort: \$90,000 FY 21 & \$90,000 FY 22	InteracTIP Tool and website	Annually by July
9	Assist with TIP development process including projects into the InteracTIP and performing an annual assessment of the tool. DTPW Supported Effort: \$10,000 FY 21 & \$40,000 FY 22	List of highway projects	Annually by July
10	Coordinate and prepare 5-year proposals for capital expenditures for all transportation modes. Coordinate input from all participating agencies, such as the Miami-Dade County Office for Management and Budget, to ensure conformity with the TIP and the Capital Improvements Element (CIE) of the Comprehensive Development Master Plan (CDMP).	5-Year proposals for capital expenditures	Annually with TIP development cycle
11	Maintain on-going activities to monitor and report on progress and status of programmed projects, including TIP amendments and modifications.	TIP amendments and modifications	As requested by partner agencies/ June 2022

C. Unified Planning Work Program (UPWP)

The TPO's UPWP provides budgeting for transportation planning studies and provides an outline for potential projects which will contribute to the comprehensive, programmed, long-range transportation initiatives throughout the UZA. The UPWP includes administrative and ongoing activities for the TPO.

Activities Cont.	Scope	Deliverable/s	Completion
12	Administer, monitor, and maintain the currently adopted FYs 2021 & 2022 UPWP.	UPWP amendments and modifications	As needed
		Quarterly Progress Reports	Quarterly
		Invoices	Quarterly

Activities Cont.	Scope	Deliverable/s	Completion
13	Develop, coordinate, and adopt the next two-year UPWP for FY 2022/23 and FY 2023/24. Solicit comments from key private and civic organizations, the TPO Citizen Advisory Committees and Technical Committees, and present draft to FDOT District Six and Central Office, FHWA, FTA, the Florida Commission for the Transportation Disadvantaged (CTD), and the Florida Department of Economic Opportunity (DEO) for review, comment, and approval. Work to be Accomplished: Lead coordination related activities; prepare presentations; develop an executive summary, financial tables, and work program task sheets; and perform a technical review to ensure consistency with all requirements of 23 C.F.R. 450 and 23 C.F.R. 420 and the FDOT MPO Program Management Handbook. Consultant Supported Effort: \$70,000 FY 22	UPWP FY 23 & 24	June 2022
14	Apply for, administer, and monitor federal and state grants to secure funds to achieve the implementation of the transportation planning work program.	Work scopes and budgets, Grant revision requests, Audit participation	Annually
15	Provide contract support including third party agreements, execute work orders, and all procurement of goods and services.	Execute agreements and purchase orders, professional service agreements and interlocal agreements	Annually

D. Public Participation Plan (PPP)

As per the adopted PPP, the Miami-Dade TPO's public involvement program enables continual involvement of the general public in Miami-Dade County in the TPO's transportation planning process. This subsection highlights the public involvement process as it relates to administrative procedures, on-going tasks, and related citizen advisory committee responsibilities for the: Citizens' Transportation Advisory Committee (CTAC); Bicycle Pedestrian Advisory Committee (BPAC); Freight Transportation Advisory Committee (FTAC); and Transportation Aesthetics Review Committee (TARC).

Activities Cont.	Scope	Deliverable/s	Completion
16	Provide staff support to the CTAC, BPAC, FTAC, and TARC including: identifying transportation issues for committee review; preparing follow-up reports to committee requests; forwarding resolutions and minutes to the TPO Governing Board; disseminating meeting announcements to gain the broadest possible input including under-represented groups; and performing administrative functions related to committee structure, rules, member appointments, attendance, vacancies, etc.	Agendas, minutes, resolutions, and supporting presentations and materials	Monthly

Activities Cont.	Scope	Deliverable/s	Completion
17	Update the TPO's PPP, when needed, to ensure new legislative modifications are incorporated to address any changes in public involvement strategies.	Public Participation Plan	Upon release of new federal legislation
18	Administer the federally required 45-day public review period for the TIP prior to its adoption by the Miami-Dade TPO Governing Board.	45-Day review of the TIP	Annually prior to adoption
19	Produce an Annual Report, which features yearly activities and accomplishments by the TPO and transportation partners. Work entails theme and content development, printing, and mailing. Work to be Accomplished: Development of an overall theme for the Annual Report; content development which consists of writing articles pertaining to TPO Core Products, SMART Plan initiatives/highlights, Non-Motorized Program highlights, demographics travel pattern statistics, TPO studies/projects completed, TPO public involvement initiatives/highlights, and other content deemed appropriate; preparation of graphics material for inclusion in the Annual Report; mailing and printing. Consultant Supported Effort: \$50,000 FY 21 & FY 22	TPO Annual Report	Annually by March
20	Organize, host, and attend community outreach events, peer exchanges, meetings, special events, and conferences related to the transportation planning process.	Outreach events, peer exchanges, meetings, special events, and conferences	June 2022
21	Development of the Transportation Outreach Planner (TOP) tool, which includes identification of sociocultural effects for TPO studies and projects. Work to be Accomplished: Community attribute geo-database, the transportation disadvantaged's population and transit accessibility, path to school analysis, updated community background reports, SMART Plan rapid transit layer, general maintenance, and presentations at requested Miami-Dade TPO sponsored meetings. Consultant Supported Effort: \$60,000 FY 21 & FY 22	Transportation Outreach Planner	June 2022
22	Manage the full spectrum of social media services that communicates the TPO's mission through creative content development. This effort will continue to educate the public about how they can become involved in the TPO's transportation planning process. Work to be Accomplished: Calendar of postings, engagement with direct messages during campaigns, photography in the field, graphics development, identification of user-generated content, other social media strategies, and reporting. Consultant Supported Effort: \$50,000 FY 21 & FY 22	TPO social media content	June 2022

Activities Cont.	Scope	Deliverable/s	Completion
23	Manage the TPO website. Work to be Accomplished: Theme development, posting of transportation planning process content, updating the document library, maintaining and coordinating the hyperlinked transportation planning tools, and providing general maintenance. Consultant Supported Effort: \$50,000 FY 21	TPO Website	June 2022
24	Develop educational videos to disseminate information regarding the TPO's transportation planning process, including the advancement of the SMART Plan. Work to be Accomplished: Educational videos. Consultant Supported Effort: \$50,000 FY 21 & FY 22	Educational videos	June 2022
25	Store all correspondence from the general public and local agencies, as well as capture all outreach and media events in the TPO's Public Involvement Database.	Public involvement database	June 2022
26	Attend applicable public involvement, ethics, Title VI, Americans with Disabilities Act (ADA), and Environmental Justice (EJ) trainings to ensure the TPO remains in compliance with these mandates.	PPP compliance training	June 2022
27	Advertise Public Hearings in local periodicals, as required.	Public Hearing advertisements	June 2022

E. Performance Management

Established by federal and state transportation agencies, Performance Management (PM) standards have been engrained into the metropolitan transportation planning process to ensure all safety, mobility, environmental and financial goals are achieved within their allocated timeframe. This section outlines the efforts that ensure all TPO documents and activities are maintained at all PM standards. The following are PM initiatives incorporated into the process:

1. Highway Performance Measures;
2. Transit Performance Measures;
3. The Transportation Performance Management System Performance Report, and;
4. The TPO Performance Management Dashboard

Activities Cont.	Scope	Deliverable/s	Completion
28	Coordinate with transportation stakeholders throughout LRTP and TIP development to meet federal requirements on performance management, including State of Good Repair and Transportation Asset Management, Public Transportation Asset Safety Plan (PTASP), Safety, Bridge, Pavement, Freight and System Performance Measures. Produce document data sources and project prioritization processes.	Partner agency meeting attendance and summaries; Document established project prioritization process viz-a-viz performance categories	As required by federal guidelines

Activities Cont.	Scope	Deliverable/s	Completion
29	Compile and review available safety, reliability, mobility, infrastructure condition, asset management and other necessary data to assess system performance and establish and/or inform annual and long-range project prioritization. Organize data directory by performance management category and sub-category. Develop a geodatabase with the data organized in accordance with data directory by category/sub-category. Work to be Accomplished: Compilation of available data, development of data directory, development of geodatabase. Consultant Supported Effort: \$30,000 FY 21	Data directory outlining required data to support performance management program, Geodatabase organized by performance management category	Annually as required by federal guidelines
30	Review short- and long-range project prioritization process and criteria used to establish annual project priorities and prioritized long-range improvements, respectively. Prioritization data, including forecast data, will be related to system monitoring data collected in Task 21 to establish consistency between the planning process and the target setting/monitoring process. Develop a performance-based planning framework to identify and prioritize those improvements that support achievement of performance targets using Key Performance Indicators (KPIs), effectively implementing an outcome driven planning process consistent with performance targets. Review and adjust targets by performance category. Work to be accomplished: Compilation of short- and long-range prioritization criteria and data, development of prioritization framework, test project prioritization in light of consistent prioritization process, set performance targets for PM1 – Highway Safety (consistent with FDOT Vision Zero targets), PM2 – Bridge and Pavement, PM3 – System Performance & Freight Movement, PM4 – Transit Safety, and Transit Asset Management. Consultant Supported Effort: \$70,000 FY 21	Short- and long-range prioritization criteria matrix, KPIs, Performance targets	Annually as required by Federal guidelines: PM1, PM2, PM3, PM4 target updates on staggered schedule
31	Maintain Geographic Information System (GIS) shapefiles/geodatabases that support the interactive tool at the TPO website. Utilize tools to track PM requirements by explicitly associating projects' correlation to performance management categories and respective targets in the TPO's InteracTIP, and TPO's dashboard. Work to be accomplished: Maintenance of geodatabase, maintenance of online GIS tools, review and update of performance targets consistent with Year 1 target setting process described in Task 22. Consultant Supported Effort: 50,000 in FY 22	Updated geodatabase with available data, InteracTIP Tool and TPO Dashboard, Updated performance targets	June 2022

Carry Forward Activities

Carry forward activities from the previous UPWP cycle for core requirement activities include:

- Maintenance of the adopted 2045 Long Range Transportation Plan

Table 5: Budget Summary for Task I (Federal and State Core Requirements)

Year 1: FY 2021									
Budget Category	FHWA (PL)	FY 2020 Carry Forward FTA 5305(d)			FY 2021 FTA 5305(d)	Carry Forward SU	Local Funds	State Funds	Totals
	Federal**	Federal	State 10% Match	Local 10% Match	Federal**				
Salaries & Fringes	\$32,000				1,019,387		\$121,265		\$1,172,652
County Service Fee*	\$2,418				\$77,032		\$9,164		\$88,614
Consultant Services									
A. LRTP	\$48,000						\$12,000		\$60,000
B. TIP	\$48,000				\$27,000		\$15,000		\$90,000
D. PPP	\$128,000	\$40,000	\$5,000	\$5,000		\$50,000	\$32,000		\$260,000
E. PM	\$40,000	\$40,000	\$5,000	\$5,000			\$10,000		\$100,000
Consultant Services Subtotal									\$510,000
Other Departments									
B. To DTPW	\$8,000						\$2,000		\$10,000
TASK I TOTALS	\$306,418	\$80,000	\$10,000	\$10,000	\$1,123,419	\$50,000	\$201,429		\$1,781,266
Year 2: FY 2022§									
Budget Category	FHWA (PL)	FY 2021 Carry Forward FTA 5305(d)			FY 2022 FTA 5305(d)	FY 2022 SU	Local Funds	State Funds	Totals
	Federal**	Federal	State 10% Match	Local 10% Match	Federal**				
Salaries & Fringes	\$80,000				\$750,400	\$184,302	\$113,800	\$93,800	\$1,222,302
County Service Fee*	\$6,080				\$57,008	\$14,000	\$64,134	\$7,126	\$92,860
Consultant Services									
B. TIP						\$90,000			\$90,000
C. UPWP						\$70,000			\$70,000
D. PPP						\$210,000			\$210,000
E. PM						\$50,000			\$50,000
Consultant Services Subtotal									\$420,000
Other Departments									
B. To DTPW	\$32,000						\$8,000		\$40,000
TASK I TOTALS	\$118,080	\$0	\$0	\$0	\$807,408	\$618,302	\$130,446	\$100,926	\$1,775,162

*County Service Fees are 10% of salaries only; fringes not included.

§ The budget and PL funds are illustrative for year 2 until approved by the appropriate entities.

** FDOT uses toll credits as the "soft match" against FHWA PL Funds and FTA 5305(d) Funds.

Responsible Agency: Miami-Dade TPO

Participating Agencies: Federal Transit Administration (FTA), Federal Highway Administration (FHWA), Association of Metropolitan Planning Organizations (AMPO), National Association of Regional Councils (NARC), American, Florida Metropolitan Planning Organization Advisory Council (MPOAC), Florida Department of Transportation (FDOT), Florida's Turnpike Enterprise (FTE), Expressway Authority, Florida Department of Environmental Protection (FDEP), South Florida Regional Transportation Authority (SFRTA), Miami-Dade County Department of Transportation and Public Works (DTPW), Broward County Transit (BCT), Broward MPO, Palm Tran, Palm Beach Transportation Planning Agency (TPA), South Florida Regional Planning Council (SFRPC), Treasure Coast Regional Planning Council (TCRPC), and Local Municipalities

Purpose

This section outlines activities that support federal, state, and regional planning responsibilities that the Miami-Dade TPO coordinates and participates in to support the metropolitan transportation planning process.

A. Federal, State, and Regional Planning and Coordination (Miami-Dade TPO Activities)

Federal and state planning and coordination activities are supported through the active participation of the Miami-Dade TPO at national and state coordination committees and organizations. The Miami-Dade TPO participates in the Association of State Highway Transportation Officials (AASHTO), Association of Metropolitan Planning Organizations (AMPO) and National Association of Regional Councils (NARC), which serves as the national voice for regions by advocating for regional cooperation as the most effective way to address a variety of community planning and development opportunities and issues.

Federal, state, and regional planning and coordination activities support the evaluation of the regional network to ensure that it addresses key regional travel movements in a multimodal manner and are consistent with updates to the FDOT Strategic Intermodal System (SIS). The Florida Transportation Plan (FTP) is the single overarching statewide plan guiding Florida's transportation future and is developed by—and provide direction to—all organizations that are involved in planning and managing Florida's transportation system. As part of a statewide initiative to improve growth management planning, the Transportation Regional Incentive Program (TRIP) provides state funds for local governments and the private sector throughout the State of Florida to improve regionally significant public transportation facilities.

The Miami-Dade TPO participates in the Florida Metropolitan Planning Organization Advisory Council (MPOAC) and its standing committees, including the Staff Directors' Advisory Committee. MPOAC is a statewide transportation planning and policy organization created by the Florida Legislature to augment the role of individual MPOs in the cooperative metropolitan transportation planning process. The MPOAC assists MPOs in carrying out the urbanized area transportation process by serving a principal forum for collective policy discussion. The Miami-Dade TPO also provides professional planning support and coordination to the MPOAC special purpose committees including the Transit and Mobility Advisory Committee (TMAC).

The Southeast Florida Transportation Council (SEFTC) is the formal partnership between the three Metropolitan Planning Organizations within the Miami UZA through an Interlocal Agreement. SEFTC's primary purpose is to enhance coordination and communication between the Miami-Dade TPO, Broward MPO, and Palm Beach TPA for all regional planning efforts regarding transportation related initiatives.

The Miami-Dade TPO participates in ongoing coordination with SEFTC through its technical advisory committee and subcommittees:

1. Regional Transportation Technical Advisory Committee (RTTAC)
 - a. RTTAC Public Participation Subcommittee (PPS)
 - b. RTTAC Transportation System, Management, and Operations (TSM&O) Subcommittee
 - c. RTTAC Modeling Subcommittee (MS)

Regional planning activities are performed to support the adopted 2045 Regional Transportation Plan (RTP), which identifies the most significant transportation investments needed to meet growing travel demands throughout the Miami-Dade, Broward, and Palm Beach counties, and Miami-Dade TPO's adopted 2045 Long Range Transportation Plan (LRTP). To ensure a consistent planning effort with continuity across county boundary lines, regional planning activities also supports a regional performance measures evaluation and are conducted through coordination with regional partners and organizations and partners.

Activities	Scope	Deliverable/s	Completion
1	Provide administrative and technical support for activities associated with SEFTC, its technical advisory committee, and subcommittees.	Meetings, supporting materials	Quarterly
2	Coordinate, participate, and work cooperatively on regional transportation plans and issues with the SFRTA.	Meetings, supporting materials	Quarterly through PTAC
3	Coordinate with other TIP documents from MPOs within the Miami UZA to recognize projects on the regional network.	Coordination for the Regional Transportation Plan	Annually through SEFTC
4	Coordinate, review, and recommend TRIP priorities for adoption by the SEFTC and transmittal to FDOT.	Updated TRIP Priority List	Annually through SEFTC
5	Participate and coordinate with transportation partners through statewide and national committees and organizations.	Meetings, presentations and supporting materials	June 2022
6	SFRPC to provide technical support and/or perform various technical analyses and/or studies to support regional planning efforts. SFRPC Supported Effort: \$50,000 FY 21	Studies, technical reports, presentations, technical memorandums	June 2022

B. Southeast Regional Planning Model (SERPM) Development and Maintenance (Shared Regional Tasks)

The SERPM is a modeling tool which uses scenario forecasting to prepare for new socioeconomic environments and potential planning challenges within Southeast Florida. SERPM is updated every five years to support the development of regional and local transportation plans, and other regional planning efforts.

Memorandums of Understanding (MOU) have been entered jointly by the Miami-Dade TPO, Broward MPO, Palm Beach TPA, and FDOT Districts Four and Six, to develop an effective travel demand modeling tool and transportation data collection methods for transportation planning in the Tri-County Region. The MOUs covers the following activities: a) on-going travel demand modeling efforts related to SERPM 8 maintenance (*Activity 7*), b) future tasks to support the next generation of SERPM, also referred to as SERPM 9 (*Activities 8 and 9*), and c) Regional Origin/Destination "Big Data" Travel Data acquisition for the Regional Transportation Model (*Activity 10*).

As outlined in Table 6, the regional partners agree to fund and lead the activities as previously defined in the MOUs.

**Table 6: Funding Sources for Shared Regional Planning Activities with Partner Agencies
FYs 21 & FY 22 Totals**

Activity 7: SERPM Model Maintenance (SERPM 8.0) - Lead Agency: FDOT D4											
Funding Agency	PL		5305(d)		SU		State Funds		Local Funds		Total
	FY 21	F22	FY 21	FY 22	FY 21	F22	FY 21	F22	FY 21	F22	
FDOT D4								\$12,500			\$12,500
FDOT D6								\$12,500			\$12,500
Broward MPO						\$8,500					\$8,500
Miami-Dade TPO		\$8,000								\$2,000	\$10,000
Palm Beach TPA						\$6,500					\$6,500
TOTALS	\$0	\$8,000	\$0	\$0	\$0	\$15,000	\$0	\$25,000	\$0	\$2,000	\$50,000

Activities 8 & 9: SERPM 9.0 Model Development - Lead Agency: Miami-Dade TPO											
Funding Agency	PL		5305(d)		SU		State Funds		Local Funds		Total
	FY 21	F22	FY 21	FY 22	FY 21	F22	FY 21	F22	FY 21	F22	
FDOT D4							\$125,000	\$125,000			\$250,000
FDOT D6							\$125,000	\$125,000			\$250,000
Broward MPO					\$85,000	\$85,000					\$170,000
Miami-Dade TPO			\$80,000			\$100,000	\$10,000		\$10,000		\$200,000
Palm Beach TPA					\$65,000	\$65,000					\$130,000
TOTALS	\$0	\$0	\$80,000	\$0	\$150,000	\$250,000	\$260,000	\$250,000	\$10,000	\$0	\$1,000,000

Activity 10: Regional Transportation Model Big Data - Lead Agency: Broward MPO											
Funding Agency	PL		5305(d)		SU		State Funds		Local Funds		Total
	FY 21	F22	FY 21	FY 22	FY 21	F22	FY 21	F22	FY 21	F22	
FDOT D4							\$37,500	\$37,500			\$75,000
FDOT D6							\$37,500	\$37,500			\$75,000
Broward MPO					\$12,500	\$12,500					\$25,000
Miami-Dade TPO	\$24,000					\$30,000			\$6,000		\$60,000
Palm Beach TPA					\$20,000	\$20,000					\$40,000
Broward County									\$12,500	\$12,500	\$25,000
TOTALS	\$24,000	\$0	\$0	\$0	\$32,500	\$62,500	\$75,000	\$75,000	\$18,500	\$12,500	\$300,000

Denotes transfer to the lead agency as identified per regional task (in italics)

****All Federal funds, including fund transfers, apply the required non-federal match**

Activities Shared Regional Tasks

Activities	Scope	Deliverable/s	Completion
7	Provide administrative and technical support, including training, documentation, and maintenance service for activities to maintain urban modeling and forecasting/SERPM, provide model support for other planning projects, and optimize model usability/user-friendliness.	Training Workshops	Annually/As requested by RTTAC-MS
		Comprehensive Performance Measures report on modeling modules	June 2021
		In-house computer equipment to perform SERPM simulations and analyses	June 2022
8	Develop a 2020 based Southeast Florida Regional Planning Model (SERPM) covering the Miami Urbanized Area, which includes Palm Beach, Broward and Miami-Dade Counties, which accurately reflects the travel demand patterns and markets for regional transit and highway projects, and to make the model available in time for the 2050 LRTP plan updates. Consultant Supported Effort: See Table 6 for details	Model estimate and Design Report Data Collection, Compilation and Development Report	June 2022
		Model Calibration, Validation and Sensitivity Test Plan	June 2022
		SERPM networks, Model User Guide, Model training and support, SERPM along with all its scripts and program codes developed for the project.	June 2022
9	Analyze future trends utilizing the added features and capabilities of the SERPM. Perform an analysis of model convergence related to the distribution of work trips from selected major employment centers.	Updated Traffic Analysis Districts (TADs)/Super-Districts	Annually/As requested by RTTAC-MS
10	Acquire a big data set (including Origin/Destination, travel time, travel speed, travel volumes or other transportation related data) to support the validation and calibration of the regional model, support evaluation of federal performance measures and other activities related to the metropolitan transportation planning process.	Big Data set containing Origin/Destination, travel time, travel speed, travel volumes and other transportation related data	December 2021

Carry Forward Activities

Carry forward activities from the previous UPWP cycle for federal, state, and regional planning activities include:

- SERPM 8 Maintenance, led by the FDOT District Four

Table 7: Budget Summary for Task II

Year 1: FY 2021									
Budget Category	FHWA (PL)	FY 2020 Carry Forward FTA 5305(d)			FY 2021 FTA 5305(d)	SU	State Funds	Local Funds	Totals
	Federal**	Federal	State 10% Match	Local 10% Match	Federal**				
Salaries & Fringes	\$32,000				\$103,130			\$19,500	\$154,630
County Service Fee*	\$2,400				\$7,700			\$1,500	\$11,600
Consultant Services									
A. Coordination	\$40,000							\$10,000	\$50,000
B. (Activities 8 & 9 SERPM)		\$80,000	\$10,000	\$10,000					\$100,000
Consultant Services Total									\$150,000
Transfers to the TPO†									
B. From FDOT District 4 and 6, BMPO, PBTPA (Activities 8 & 9)						\$150,000	\$250,000		\$400,000
Transfers from the TPO									
B. (Activity 10) Transfer to Broward MPO****	\$24,000							\$6,000	\$30,000
TASK II TOTALS	\$74,400	\$80,000	\$10,000	\$10,000	\$110,830	\$150,000	\$250,000	\$31,000	\$716,230
Year 2: FY 2022§									
Budget Category	FHWA (PL)	FY 2021 Carry Forward FTA 5305(d)			FY 2022 FTA 5305(d)	SU	State Funds	Local Funds	Totals
	Federal**	Federal	State 10% Match	Local 10% Match	Federal**				
Salaries & Fringes	\$104,648				\$8,800	\$19,477	\$1,100	\$27,262	\$161,287
County Service Fee*	\$7,913				\$664	\$1,470	\$83	\$2,060	\$12,190
Consultant Services									
B. SERPM						\$100,000			\$100,000
Consultant Services Total									\$100,000
Transfers to the TPO†									
B. From FDOT District 4 and 6, BMPO, PBTPA (Activities 8 & 9)						\$150,000	\$250,000		\$400,000
Transfers from the TPO									
B. (Activity 10) Transfer to Broward MPO****						\$30,000			\$30,000
B. (Activity 7) Transfer to FDOT D4***	\$8,000							\$2,000	\$10,000
TASK II TOTALS	\$112,561	\$0	\$0	\$0	\$9,464	\$120,947	\$262,400	\$29,322	\$673,477

*County Service Fees are 10% of salaries only; fringes not included. † As per the approved MOU, transfer to Miami-Dade TPO for Development of SERPM 9.0 (Consultant Services).

§ The budget and PL funds are illustrative for year 2 until approved by the appropriate entities.

** FDOT uses toll credits as the "soft match" against FHWA PL Funds and FTA 5305(d) Funds.

****Not included in the total, Transfer to Broward MPO, ***Not included in the total, Transfer to FDOT District 4.

Responsible Agency: Miami-Dade TPO

Participating Agencies: FDOT, FTE, MD-RER, MD-DTPW, Expressway Authority, SFRTA, Local Municipalities

Purpose

This task is organized to include all aspects of the Miami-Dade TPO's technical program, and highlights activities associated with new and recurring planning studies and projects. These studies and projects include the SMART Plan, multimodal and intermodal planning studies, data collection to support the development of the planning studies, and general planning consultant/on-demand services. Activities under the Technical Program task reflect the TPO's commitment to 1) implementing the SMART Plan, 2) incorporating all transportation modes—such as vehicles, bus/trolley and rail transit, walking, bicycling, freight, on-demand services and water modes—as appropriate, 3) maintaining the existing and future roadway/highway network at acceptable levels of service and plan for the future of the roadway network to ensure system connectivity between all modes of transportation, 4) ensuring a comprehensive, cooperative, and continuing metropolitan transportation planning process, 5) exploring future planning areas of emphasis, and 6) incorporating promising transportation/land use impact analysis techniques and procedures into the metropolitan transportation planning process to the fullest extent feasible.

A. SMART Plan & Programs

SMART Plan activities support the implementation of the mass transit projects identified in the People's Transportation Plan (PTP). The Strategic Miami Area Rapid Transit (SMART) Plan intends to advance six rapid transit corridors along with a network system of Bus Express Rapid Transit (BERT Service) within Miami-Dade County:

Rapid Transit Corridors

- 1) Beach Corridor
- 2) East-West Corridor
- 3) Kendall Corridor
- 4) North Corridor
- 5) Northeast Corridor
- 6) South Dade Transitway

Bus Express Rapid Transit (BERT) Regional Network

- A) Flagler Corridor
- B) South Miami-Dade Express
- C) Northwest Miami-Dade Express
- D) Southwest Miami-Dade Express
- E) Florida's Turnpike Express (North & South)
- F) Beach Express (North, Central and South)

The SMART Plan corridors will support the economic development activities of the County, including major events.

The SMART Demonstration Program projects are developed in partnership with the Florida Department of Transportation (FDOT), Florida Turnpike Enterprise (FTE), Miami-Dade Department of Transportation and Public Works (DTPW), South Florida Regional Transportation Authority (SFRTA) and numerous local municipalities with the goals of increasing accessibility to transit, offering new congestion relief options to residents countywide, and beginning implementation of the vision of the SMART Plan. The SMART Plan Demonstration Program projects support the advancement of SMART Plan elements including first/last mile demonstration solutions, design and construction of new SMART Plan express routes, new trolley service routes, on-demand service area routes, and transit service stations.

The SMART Moves Program is used by the TPO to prioritize and program planning studies in Miami-Dade County that will support the delivery of projects including first/last mile connections, connected and autonomous vehicles and other priority projects that enhance mobility, safety, accessibility, and integration of the entire transportation network. The SMART Moves program promotes the implementation of community-based methods and cost-effective solutions that

will lead to increased accessibility to transit and new congestion relief options for residents. The SMART Moves Program has two main components:

- Municipal Program: Encourage Miami-Dade County municipalities to participate in a competitive program for the implementation of relevant transportation planning studies and plans that will lead to improved mobility, safety, and accessibility.
- Public Input: To solicit transportation planning ideas from the general public and other agencies that will promote mobility, safety and accessibility.

Activities	Scope	Deliverable/s	Completion
1	Participate and provide technical support on the SMART Plan Rapid Transit Corridors Project Development and Environmental (PD&E) studies being led by the FDOT and DTPW. Work to be Accomplished: Review documents and any other written/digital material submitted by the agencies and provide comments as needed. Consultant Supported Effort: \$165,000 FY 21	Spreadsheets including comments on PD&E studies, technical memorandums and presentations	June 2022
2	Development of transit corridor plans and economic mobility master plans with emphasis on multimodal first and last mile connectivity, feeder networks and trails, transit hubs, parking demand, and transit infrastructure, amenity, and access improvements that support mobility, accessibility, and the creation of new urban centers along SMART Plan corridors. Work to be Accomplished: Develop transit corridor and economic mobility plans following the recommended alternatives from the Project Development and Environment (PD&E) studies for the SMART Plan corridors. Develop mobility strategies to be applied to the Corridors. Rank proposed station locations for further evaluation. Maximize station accessibility through improvement of the infrastructure or services at the station, and around the station; and the potential for development around the station of residential and employment opportunities that best support transit users. Consultant Supported Effort: \$ \$153,000 FY 21	Technical memorandums, TOD design guidelines, conceptual plans and presentations, Transit Corridor Plans	Per the project development LPA/by December 2021
3	Compile and prepare status report for all SMART Plan Rapid Transit Corridors and other corridors identified through long-range transportation planning. Develop progress report outlining activities carried out, tasks completed, and milestones reached every quarter, annually and/or as needed.	Transit corridor progress/status reports	June 2022
4	Perform market demand analyses, by corridor and system-wide, to evaluate economic mobility growth scenarios with value capture initiatives and potential revenue management, as well as to evaluate the creation of new Central Business Districts (CBD) or Economic Development Zones (EDZ). Evaluate economic mobility growth considering the results of the financial plan and high-level corridor market analysis. Review of workforce economic mobility using corridor GIS coverages of employment centers, training centers, and demographic indicators of potential need.	Market demand analyses and assessments, technical memorandums, and presentations	Per the project development LPA

Activities Cont.	Scope	Deliverable/s	Completion
5	Complete remaining work for the Kendall Corridor as part of the systemwide corridor developments based on land use scenario efforts. Work to be Accomplished: Complete the travel demand forecasting tasks associated with the Kendall Corridor as part of advancing the SMART Plan for each of the six SMART Plan corridors. Consultant Supported Effort: \$3,000 FY 21	SMART Corridor STOPS Analysis for proposed recommended land use and selected locally preferred alternative impacts on the Kendall corridor. Model output reports; technical result reports.	Per the project development LPA
6	Evaluate roles and responsibilities for the implementation of each of the SMART Plan corridors and develop a Program Management Plan (PMP). Develop plan outlining requirements and all functional areas of Project Management Plan to identify the roles and responsibilities for management, administration, staffing needs, planning, and scheduling activities for the implementation of each of the Corridors.	PMP for each SMART Plan corridor	June 2022
7	Assess existing land use and develop future land use scenarios, including Transit Oriented Development (TOD) along SMART Plan Corridors, to support the future rapid transit system and recommend land use policy regulation, laws, and ordinances modifications for each SMART Plan Corridor that address the overall community vision, goals, and objectives. Work to be Accomplished: Develop land use scenarios to support the vision of the respective communities and ridership demand for the proposed rapid transit investment along the corridor. Analyze scenarios to be consistent with the FTA's Capital Investment Grant Program. Evaluate FTA's model results and refine land use scenarios to support the LPA. Develop overarching vision along the corridor utilizing and refining the results of the scenario planning efforts. Recommend land use policy and regulations changes for the corridor addressing the community overall vision, goal, and objective. Consultant Supported Effort: \$159,000 FY 21	Technical Memorandums including Strategies Evaluation, Scenarios Development and Testing, Land Use Policy Regulations Recommendations, and Visioning Plans.	Per the project development LPA
8	Assess economic and social impacts/benefits, public support, land uses and policies—including commercial and affordable housing—and funding, to provide an in-depth analysis of regional strengths, weaknesses, opportunities, and implementation strategies. Work to be Accomplished: Develop a systemwide economic model using the most appropriate and available tools and complete analysis of potential economic impacts/benefits due to transportation improvements along the corridor. Perform quantitative analysis of the impact of transit expansion on the economic activity. Conduct the evaluation of the potential economic development growth based on the results of the modeling tool.	Comprehensive Economic Development Plan	June 2022

Activities Cont.	Scope	Deliverable/s	Completion
9	Develop performance measures/monitoring tool to track development trends, including residential, commercial, and institutional growth, along the SMART Plan corridors. Work to be Accomplished: Develop a Transit Oriented Development Performance Monitoring Tool (TOD PMT) to provide the TPO and other agencies with current information on development trends along the SMART Plan corridors, which will allow monitoring of residential, commercial, and institutional growth. This tool will provide evidence about the economic development, progress towards the livability, equity, and the environmental goals of the SMART Plan. The TOD PMT will summarize complex data through an intuitively simple interface, designed to support agencies coordination and it will be easy to access via the internet. Consultant Supported Effort: \$271,000 FY 21	Technical Memorandums for existing conditions, framework, software routines. Performance Monitoring Tool Beta and Final Web Version, Training handbook for users.	June 2021
10	Develop real-time mobility travel data tool to accelerate and support the decision-making process of the SMART Plan. Work to be Accomplished: Develop a Congestion Management Dashboard (CMD) to track real-time mobility travel data in Miami-Dade County to accelerate and support the decision-making process for the SMART Plan. Build a web-based platform in coordination with the FDOT, County, local governments, and stakeholder groups to provide user-friendly congestion management information access and easier reporting tools on the transportation network. The information from the dashboard will also be used to monitor SMART Plan benefits on the transportation network and will align strategies, objectives and investments within the region to ensure resources are dedicated to reducing congestion within the metropolitan area. Consultant Supported Effort: \$100,000 FY 21	Technical Memorandums summarizing data collection, literature review, framework, Beta and Final Tool version, results on the Dashboard	December 2021
11	Use visualization tools to enhance/support the implementation of the SMART Plan. Work to be Accomplished: Prepare assortment of visualization tools to communicate to the public and elected official the planning and conceptual design work elements. Create unique visions, themes or environments of sustainable transit supportive urban design framework. Consultant Supported Effort: \$ 32,000 FY 21	Web based tools, GIS, presentations, illustrations, digital newsletters and fact sheets, animations of pre/post conditions, rendering, and other advanced techniques	June 2022
12	Prepare system-wide capital, construction, operation and maintenance costs. Develop and update as needed capital, construction, operation and maintenance cost for system-wide/corridor alternatives using the latest cost database/spreadsheets/tools from federal/state/county agencies, as appropriate.	Cost estimates, spreadsheets/tables	June 2022

Activities Cont.	Scope	Deliverable/s	Completion
13	Prioritize and manage funds and revenues to support the implementation, operation and maintenance of the SMART Plan, to continue growth of the transit network as a sustainable system. Provide financial and fiscal analysis to support SMART Planning efforts.	Financial/Capital Plan, Technical memorandums and presentations	June 2022
14	Develop financial strategies and mechanisms for the implementation of the SMART Plan and provide a road map for the advancement of financially sustainable SMART Plan corridors. Work to be Accomplished: Recommendations for financial strategies, financial analyses, financial implementation plan, presentations and technical memorandums. Consultant Supported Effort: \$200,000 FY 21 & FY 22	Strategic Implementation Plan and Financial Models	June 2022
15	Evaluate the interrelationship between each corridor in the SMART Plan, assessing short, medium, and long-term opportunities to enhance SMART Plan connections to a more fully integrated system. Perform analysis associated with the interrelationship of each corridor selected LPA mode and supporting land use. Evaluate short, medium and long-term improvements to be advanced for the implementation of the SMART Plan.	Technical memorandums, and presentations	June 2022
16	Develop and review system-wide ridership forecasts to evaluate the integration and connectivity among the SMART Corridors as requested by the FTA using the FTA Simplified Trips on Project Software (STOPS) models. Develop and calibrate a Miami-Dade STOPS model to support the SMART Plan Corridors ridership forecasts. Work to be Accomplished: Conduct on-board transit surveys to obtain transit Origin-Destination data to be used to develop an incremental Miami Dade STOPS model calibrated for 2020 conditions, in order to support SMART Plan projects funding applications for FTA's New Starts program. Provide TPO with in house capabilities to be able to conduct analysis in-house for future SMART plan corridor planning efforts. Consultant Supported Effort: \$1,588,526 FY 21	Corridor/Scenario Ridership Forecast. Processed On-board Origin-Destination Transit Survey Data and tablet survey instrument design along with corresponding survey sampling plans. Survey Training Manual, Pilot survey results and in-house modeling equipment for TPO to conduct internal transit analysis	June 2022
17	Conduct public engagement and outreach activities to support the SMART Plan. Develop and manage Public Involvement efforts including Public Information Plan (PIP) for the SMART Plan. Secure a suitable location(s) to conduct public meetings/workshop/charrette. Prepare kick-off presentation and provide opportunities for input by stakeholders. Conduct planning and design meetings/workshop/charrette in an appropriate format to reveal design issues and generated ideas with facilitators working with participants. Create, refine and illustrate conceptual plans within the study area.	Public charrettes/workshops & reports Public Information Plan Written/digital outreach materials	June 2022

Activities Cont.	Scope	Deliverable/s	Completion
18	Develop, coordinate, implement pilot projects that advance elements of the SMART Plan and strategic transportation initiatives; and support public engagement efforts with partner agencies for SMART Plan Demonstration projects and quick build projects as part of the first/last mile network in Miami-Dade County. Activities include professional planning services as required to advance the SMART Plan and support TPO Task Forces in the development of complete street concepts that will implement quick build projects as part of the first/last mile network in Miami-Dade County. Work to be Accomplished: Including but not limited to development of drawings for implementation of the pilot projects, from conceptual design through permit documents, evaluation and analysis of quick build program initiatives through robust monitoring and evaluation effort for each project, including the use of innovative techniques, refinement of project scopes and cost estimates, preparation of renderings and presentations to showcase innovative concepts, preparation of analysis and documents to support grant applications, and any initiatives identified by the TPO Task Forces. Consultant Supported Effort: \$304,000 FY 22	Technical reports, coordination, and presentations, public involvement, project application and delivery	Annually/June 2022
19	Monitor pilot projects and prepare technical memorandums or reports in coordination with partner agencies for SMART Demonstration projects.	Technical reports, technical support.	As requested by partner agencies and/or TPO Board
20	Provide technical or coordination assistance for selected SMART Moves Program studies, plans, and/or ideas, to municipal partners and the general public, as applicable, including the following studies:	Technical reports, coordination, and presentations	June 2022

Act. Cont.	Scope
	<u>Municipal portion beginning in FY 2021:</u> - City of Doral Boulevard Corridor Study: Work to be Accomplished: To recommend access management improvements including median treatments and median opening improvements and develop a conceptual streetscape along Doral Boulevard from NW97 Avenue to the Palmetto Expressway. The study will also include the development of intersection and crosswalk pavement treatments for the intersections of NW 87 Avenue and NW 79 Avenue at Doral Boulevard. Award amount: \$56,000 City contribution \$14,000 Total \$70,000 - Town of Cutler Bay Transportation Master Plan Update: Work to be Accomplished: To update the existing plan which will evaluate and incorporate technological advancements such as autonomous shuttle pilot programs, electric vehicle, and curb management infrastructure planning. This update will take a more regional approach that is forward-thinking, progressive, modern, and strives to incorporate citizen concerns reported over the past five years. Award amount: \$100,000 Town contribution \$25,000 Total \$125,000 - City of Miami Update of Bicycle Master Plan: Work to be Accomplished: Update of the City of Miami Bicycle Master Plan to include several area plans and incorporate pedestrian safety and mobility to help make the effort more utilitarian and appealing to a broader audience. Goals will include setting multi-modal targets, identifying opportunities, and developing project lists that will provide essential data for the 15-year capital plan. Award amount: \$75,000 City contribution: \$100,000 Total: \$175,000 - Village of Palmetto Bay Multi-Use Trail Feasibility Study: Work to be Accomplished: Consider the feasibility of constructing multi-use pathways from South Dade Trail to Old Cutler Trail to improve pedestrian and bicycle accessibility, connectivity and safety into the SMART Plan's South Dade Transitway, with the goal of reducing the use of single-occupant vehicles and traffic. Conceptual design of up to two (2) multi-use trails based on available right-of-way. Award amount \$80,000 Village contribution: \$20,000 Total \$100,000 - North Bay Village SR 934/79th Street Causeway Corridor Study: Work to be Accomplished: The overall goal of this project is to establish the feasibility of converting JFK Causeway into a complete streets concept that promotes multi-modal transportation and supports businesses. The objectives of this project are to: Identify policies required to promote the roadway improvements; conduct a lane elimination study; conduct a context classification study; coordinate with FDOT to review and approve requested improvement. Award amount: \$60,000 Village contribution \$15,000 Total \$75,000 - Village of Miami Shores Flagler Trail Greenway Study: Work to be Accomplished: To analyze the potential for a continuous north/south walking and bicycling route through the Village. The Flagler Trail Greenway Study will identify specific non-motorized transportation improvements that will become part of work programs for the Village and its transportation partners. The overall goal of this project is to analyze and evaluate options for building Miami Shores' portion of the Flagler Trail within Village right-of-way along Club Drive from NE 87th Street to NE 107th Street (Village south and north boundaries, respectively). Award amount: \$40,000 Village contribution: \$10,000 Total \$50,000 - City of Miami Beach First-Last Mile Connection to the SMART Plan Study: Work to be Accomplished: To update the city's Transportation Master Plan with first/last mile connections to the SMART Plan, integrate the findings of the North-South Coastal Communities Master Plan and explore automated, connected, shared mobility projects with a focus of providing for implementation of new technologies to increase ridership. Award amount \$60,000 City contribution: \$15,000 Total: \$75,000

Activities Cont.	Scope
20 Cont.	<u>General Public portion beginning in FY 2021:</u> Provide studies related to these categories: - Complete streets studies including analysis to implement bicycle, pedestrian and shared use access facilities. Work to be Accomplished: Form a Study Advisory Committee, identify location, collect data, establish street types, create design standards and typical sections, develop detailed design solutions and produce conceptual designs for key locations and facilities, estimate cost of implementation, recommend prioritization of projects and produce final report. Consultant Supported Effort: \$80,000 FY 21 - SMART Transit improvements including feasibility and implementation of express routes on major thoroughfares or expansion of existing systems. Work to be Accomplished: Form a Study Advisory Committee, identify corridor, literature review, data collection, conduct a needs analysis, right-of-way availability, prepare evaluation matrix, recommend improvements, prepare final report. Consulted Supported Effort: \$155,056 FY 21 <u>General Public portion beginning in FY 2022:</u> - First/Last mile connections to the SMART Plan: Work to be Accomplished: Develop a Study Advisory Committee, identify corridor(s), conduct literature research and review existing conditions, develop strategy and objectives, develop a toolkit, collect data along the corridor(s), develop implementation plan for selected transit hubs. Make recommendations and produce final report. Consulted Supported Effort: \$70,000, FY 22 - Connected and autonomous vehicles study and implementation of pilots, including safety considerations: Work to be Accomplished: Develop Study Advisory Group, review existing related documents, facilitate a workshop for all stakeholders, examine best practices, review best policies enacted by various departments of transportation, run the Connected Vehicle Capability Maturity Model, develop a strategic plan with near and long-term recommendations and develop final document. Consulted Supported Effort: \$130,000 FY 22

B. Multimodal/Intermodal Planning: Transit, Freight, Bicycle, Pedestrian

Multimodal and intermodal planning activities support the planning and integration of all transportation modes within the Miami-Dade TPO planning area, including as appropriate:

Transit – Supporting transit-related initiatives, and Transit-Oriented Development planning studies, from local transit providers, municipalities, and other agency partners.

Freight – Identifying freight and goods transportation needs including improving current and future access to intermodal terminals and major economic centers, identifying inland cargo sites, characterizing truck traffic flow issues and proposed solutions, identifying and developing truck parking sites, supporting ongoing global economic competitiveness initiatives in freight and commerce, and continue coordination with the Freight Transportation Advisory Committee (FTAC) as a forum to discuss freight needs.

Non-motorized: Bicycle & Pedestrian – Removing barriers to provide access to public facilities in compliance with the Americans with Disabilities Act (ADA), improving access to practical destinations for people who are walking or riding a bike, creating first and last-mile connections to existing and future transportation networks.

Activities Cont.	Scope	Deliverable/s	Completion
21	Coordinate with agencies to develop and plan non-motorized projects. The Transportation Alternatives Program (TAP) is a set-aside of Surface Transportation Block Grant (STBG) Program. Projects that are eligible for funding through TA include bicycle and pedestrian facilities, vegetation management, environmental mitigation, and the rehabilitation of historic transportation facilities.	Transportation Alternatives Program List of Priority Projects	Annually
22	Work with the Miami-Dade County Public Schools Community Traffic Safety Team to identify, prioritize, and develop and support applications for Safe Routes to School (SRTS) infrastructure improvements. Work to be Accomplished: For the public schools (Elementary, Middle and High) selected by the School Board CTST, obtain and summarize available data necessary to identify critical SRTS improvements. A site assessment of the selected schools is done to verify existing data, obtain other relevant data and identify preliminary safe routes to be finalized in coordination with the Department of Transportation and Public Works (DTPW) and the CTST. Through data collection, site assessments and consultation with school resources, identify safe routes to the selected schools and any deficiencies to the safe routes. Preparation of a prioritized list of recommended improvements with cost estimates. Needs that are operational in nature and not eligible for Safe Routes to School funding will be identified, summarized by school and responsible agency and documented in the final report. SRTS Infrastructure Improvement funding application for each of the selected schools is submitted to FDOT by December of each year. Consultant Supported Effort: \$70,000 FY 21 & 22	Prioritization, Funding Applications and Infrastructure Plans, Construction Support	Annually
23	Continue plans review for Americans with Disabilities Act (ADA) required infrastructure improvements. DTPW supported effort \$33,000 FY 2021	Cost estimates, Prioritized Work Orders, Construction Support and Final Inspections	Quarterly
24	Support transit initiatives by reviewing updates to Transit Development Plans (TDPs), special transit studies, and transit ridership forecasts.	Review and provide comments, attend workshops	As requested by partner agencies/ June 2022
25	Support obtaining national or other strategic designations for intermodal facilities such as ports and major roadways.	Letters of support, Technical support	As request by partner agencies

Activities Cont.	Scope	Deliverable/s	Completion
26	Continue working with FDOT District 6 on sub-area freight planning efforts. FDOT District 6 has identified a strategy to help advance its freight and logistics system focused on partnering with local communities to develop subarea freight plans; these freight focused plans will help identify freight mobility strategies at the project level. These planning level studies will assess freight accessibility to and from each sub-area and will develop strategies to enhance access and improve freight mobility. Two of the sub-area studies (Hialeah and Homestead) are currently in progress. TPO role is to provide coordination, input and recommendations on the freight efforts through FTAC.	Technical support, coordination	June 2022
27	Respond to public requests from public agencies, consultants, and the public for existing and future mobility options for the movement of freight and people.	Technical reports, Responses to Public Information Requests	June 2022
28	Perform various mobility studies to determine multimodal transportation needs including but not limited to bicycle, pedestrian, transit, complete streets, first/last mile initiatives, trail master plans and other mobility initiatives to support the metropolitan planning process.	Various mobility and transportation studies	As requested by TPO and/or partner agencies/June 2022
29	Identify freight transport needs and provide technical support for the FTAC including preparation of requested freight plans and studies to be consistent with the TIP and LRTP. Coordinating with FDOT District Coordinator on FDOT initiatives (Sub-Area Freight efforts, INFRA Grant applications, Freight Priorities Program) to be reviewed by FTAC. Continued discourse with FTAC members for input and recommendations on truck parking, freight movements, traffic bottlenecks, inland cargo sites, impact of new technologies, etc. along with local agencies, Port Miami, Miami-Dade Aviation, and Florida's Turnpike Enterprise.	Supporting documents and recommendations, and technical reports	June 2022
30	Identify non-motorized transportation modes, including bicycle and pedestrian travel, and provide technical support for the BPAC including preparation of requested non-motorized transportation plans and studies to be consistent with the TIP and LRTP. Coordinating with FDOT and DTPW for monthly project updates to the BPAC. Discussion and review of various public and private non-motorized initiatives for the increase of safety for pedestrians and cyclists including Walk to School and Bike to Work. Annual participation in the review of Transportation Alternatives (TA) program, Safe Routes to School, and SMART Moves.	Supporting documents and recommendations, and technical reports	June 2022

Activities Cont.	Scope	Deliverable/s	Completion
31	Provide meeting management support to the Rail~Volution Local Host Committee. Prepare for and organize recurring Local Host Committee meetings. Prepare and track the schedule leading up to the conference and the week of the conference. Manage the Local Host Committee and various subcommittees. Lead and manage "behind-the-scenes" during the conference, assisting the various elements such as session support, local host committee support, mobile workshop support, welcome reception support, PK slam support and other various Rail~Volution activities. Develop digital and/or hardcopy collateral on behalf of the Local Host Committee. All activities are to remain flexible to be in-person, virtual, or a mixture of both. Work to be Accomplished: Meeting preparation, facilitation and attendance; Development and tracking of organization and management tools; Creation of collateral materials.	Local Host Committee meeting attendance and summaries; Local Host Committee organization and management tools; Collateral materials for Rail~Volution attendees on behalf of Local Host Committee (may include digital materials)	June 2022
32	Host and coordinate the Safe Streets Summit regional event in 2022, which educates public officials, technical staff, and other individuals on the importance of designing safe, equitable, and health-promoting transportation facilities for all modes of transportation and for all users. This event is a regional collaboration between the Miami-Dade Transportation Planning Organization, the Broward Metropolitan Planning Organization, and the Palm Beach Transportation Planning Agency. Work to be Accomplished: Venue preparation, program preparation, facilitation and attendance. Development of mobile workshops, conference themes and topics, marketing and multimedia management, press releases, registration management and logistics. Consultant Supported Effort: \$60,000 FY 22	Agenda meetings and summaries, conference program, promotional materials, press releases, venue contract, mobile workshop program, and organization and management tools	June 2022

C. Roadway/Highway Network

The Miami-Dade TPO plays a role in ensuring the existing and future highway network is maintained and operating at acceptable levels of service, as well as ensuring that transit and highway impacts for future/planned developments are fully considered and coordinated with system-wide initiatives. Miami-Dade TPO activities also support the integration and connectivity of the transportation system across and between modes for people and freight.

Activities Cont.	Scope	Deliverable/s	Completion
33	Support Miami-Dade County by assessing and/or verifying highway and transit impacts and providing comments throughout various stages of the planning development process as well as ensuring consistency of TPO plans with the Comprehensive Development Master Plan (CDMP).	Zoning/Development Application Comments	Annually/As requested by RER
		Reviews of CDMP Amendment Applications	Bi-annually/As requested by RER
34	Perform analyzes of existing transportation data to determine transportation needs and impacts including but not limited to travel demand and air quality modeling, corridor planning, intersection impact, and future travel projections.	Various mobility and transportation analyses	As requested by TPO and/or partner agencies/June 2022

Activities Cont.	Scope	Deliverable/s	Completion
35	Perform analysis to support highway system connectivity across and between modes for people and freight in Miami-Dade County. Work to be Accomplished: Update of system wide level of service (LOS) conditions including State and County facilities, evaluation of SMART signal system implementation and intersection improvements, and provide recommendations for future system improvements to support the LRTP/TIP. Consultant Supported: \$80,000 FY 21	Technical reports, presentations, technical memorandums	June 30, 2022

D. Future Areas of Emphasis

These planning activities address future planning emphasis areas set by state, federal, and local agencies. Planning emphasis areas set by the state also support the implementation of the seven goals of the Florida Transportation Plan and the Miami-Dade TPO's Long Range Transportation Plan through embracing innovation, requiring extensive collaboration across jurisdictions, modes and disciplines, emphasizing customer service, data and performance feedback, and strategic investments for the efficient and effective allocation of resources.

Activities Cont.	Scope	Deliverable/s	Completion
36	Provide assistance to implementing agencies that wish to deploy emerging technologies including Automated, Connected, Electric, and Shared-Use Vehicles (ACES) through coordination with transportation partners. Provide support through reviews and recommendations of technical studies and/or strategic plans that evaluate the implementation of emerging technologies. Coordinate with agencies to develop and plan increased automation, optimization, and connectivity through Internet of Things (IoT) for people and goods.	Technical support, coordination, technical reports, multimodal studies, strategic plans, feasibility studies for deployment of Automated, Connected, Electric and Shared Use Technologies	As requested by TPO and/or partner agencies/June 2022
37	Provide technical studies that evaluate Automated, Connected, Electric and Shared Vehicles implementation through the implementation of the SMART Demonstration Program. The study will assess the institutional, infrastructure, communications, and operations maintenance requirements to implement emerging technologies in Miami-Dade County. Work to be Accomplished: The study will provide a background of the literature and an evaluation of the current status of the TPO's SMART Demonstration Program. The study will assess transit gap areas and the implementation of proposed strategies assessing Shared Mobility Options, Automated and Connected Technologies. The effort will include coordination through input, and review and comment of a Study Advisory Group, and presentations to Technical and Citizen Advisory committees of the TPO.	Technical reports, presentations to TPO Governing Board and committees, final report. List of Priority projects for implementation	June 2022

Activities Cont.	Scope	Deliverable/s	Completion
38	Identify professional planning services as required to advance the SMART Plan and support TPO Task Forces in the development of complete street concepts that will implement quick build projects as part of the first/last mile network in Miami-Dade County. Work to be Accomplished: Including but not limited to preparation of planning and policy analysis to support policy changes to facilitate the ongoing countywide adoption of the quick build methodology, identification of pilot projects, data collection and analysis, development of a project selection framework, recommendation for project selection, and activities to engage the TPO Task Forces. Development of project scope and conceptual costs. Public Involvement Activities, including community engagement events and stakeholder meetings that will help advance the conceptualization and implementation of quick build projects. Participate and provide technical support for studies that identify sustainability strategies including Resilient 305, Miami-Dade Greenprint and other local and/or regional efforts. Studies can include environmental, technology, economic, and/or social impacts in Miami-Dade County. Consultant/DTPW Supported Effort: \$170,000 FY 21	Technical reports, coordination, and presentations, public involvement, project application and delivery	As requested by TPO Task Forces and/or partner agencies/June 2022

E. Technical Program Support/Data Collection: Socioeconomic & Land Use Data, Highway Traffic Counting Program

These planning activities support the coordination of long and short-range land use and demographic data collection with the metropolitan transportation planning process, as well as monitoring levels of vehicle, pedestrian, and bicyclist traffic activity. The socioeconomic database is compiled and maintained using local land use files, property information, employment information and U.S. Census materials such as American Community Survey (ACS), Longitudinal Employer-Household Dynamics (LEHD), and LEHD Origin-Destination Employment Statistics (LODES).

Activities Cont.	Scope	Deliverable/s	Completion
39	Develop transit corridor economic mobility growth scenarios and master plans with emphasis on multimodal first/last mile connectivity, transit hubs, parking demand, etc.	Transit Corridor Master Plans, market demand analyses	As requested by partner agencies and/or TPO /June 2022
40	Assessment of Transit Oriented Development (TOD) analysis and Land Use scenarios for existing and future conditions to support future rapid transit system.	Transit supportive land use studies	As requested by partner agencies and/or TPO /June 2022
41	Maintain a current and accurate socioeconomic database and evaluate proposed changes to the new base and forecasted year databases. Review local land use files, property information, employment information and U.S. Census databases and update databases as needed.	Socioeconomic dataset	Annually

Activities Cont.	Scope	Deliverable/s	Completion
42	Perform a review of Traffic Analysis Zones (TAZ)/Micro Analysis Zones (MAZ) with the new forecasted year database, and update boundaries based on major land use changes that impact travel patterns at the TAZ level. Review TAZ boundaries in support of the 2020 Census.	Updated MAZ/TAZ Boundaries	As requested by RER
43	Collect vehicle count data through traffic monitoring stations—and bicycle and pedestrian count data, as needed— throughout Miami-Dade. Coordinate with municipal and highway agencies non-motorized traffic count efforts. Work to be Accomplished: Collect traffic counts at 400 stations sites for calendar year 2021 and 2022. Convert raw data to Average Weekday Daily Traffic. Prepare and maintain database containing historical traffic counts stations. Coordinate with RER stations to be counted each year. DTPW Supported Effort: \$123,000 FY 21	AWDT for the stations counted, Traffic Count trends and historical database	Annually, by calendar year (CY)
		Bicycle/Pedestrian data and reports	As requested by partner agencies and/or TPO, by calendar year (CY)
44	Support on-going transportation planning initiatives by supporting the development of alternative land use scenarios, providing technical reports and data, and by reviewing transportation-related projects/activities for consistency with metropolitan plans and policies. RER Supported Effort: \$40,000 FY 21 & FY 22	Alternative Land Use scenarios, technical reports and data	As requested by partner agencies and/or the public

F. General Planning Consultant (GPC)/On-Demand Services

The TPO has a rotation of five (5) consulting firms which comprise the General Planning Consultant (GPC) pool to assist staff in conducting transportation planning related activities. These consultants are selected every three (3) years through a competitive selective process adhering to the Internal Services Department of Miami-Dade County's procurement process and Consultant's Competitive Negotiation Act (CCNA). Tasks are assigned on an as-needed basis, based on experience and expertise. Scopes of Work (SOW) are developed to support the activities included in the adopted UPWP. Activities included in the UPWP may be assigned by TPO to staff and/or GPC/On-Demand Services. Activities not included in the UPWP, require the approval of the Miami-Dade TPO Governing Board.

Activities Cont.	Scope	Deliverable/s	Completion
45	Identify professional planning services, as needed, in support of the metropolitan planning process. Work to be Accomplished: Including but not limited to area-wide transportation planning studies, multimodal studies, transportation feasibility studies, technology innovation, road safety audits, complete streets, fiscal services, mobility and livability strategies, evaluation of criteria and monitoring, mobility hubs study, first/last mile connections, materials for public meetings, recorded transcripts of meetings, oral briefings, preparation of photographic or rendered graphics, printing of documents, videos, graphic displays, training and development, technical reports, developing manuals, public-private partnership efforts, reversible lanes studies, mobility solutions, Transit Oriented Development (TOD) evaluations, bicycle/pedestrian, compliance, connected and autonomous technologies, freight, master plans, and summit or major outreach efforts. Consultant Supported Effort: \$882,000 FY 21, \$887,138 FY 22 (see activities 46 through 49)	Scopes of Work (SOW)	June 2022
46	Update and analyze existing transportation data to determine transportation needs including travel demand and air quality modeling, level of service (LOS), and future travel projections.	Data Analysis	June 2022
47	Data collection for traffic and transit information such as traffic counts, crashes, on-board surveys, passenger counts, vehicle delays, etc.	Raw Data Files	June 2022
48	Preparation and maintenance of visualization tools such as Geographic Information Systems (GIS) maps, graphics, presentations, and reports. Certain maps will need to be updated on a set periodic time of annually or as determined in the scope of services.	GIS maps, graphics, presentations, reports, etc.	June 2022
49	Any other miscellaneous activity deemed important and necessary to support the metropolitan transportation planning process and the activities identified in the Unified Planning Work Program.	Miscellaneous/as determined by Scope of Work	June 2022

Carry Forward Activities

Carry forward activities for the SMART Plan include:

- Land Use Scenario for the East-West Corridor and Kendall Corridor
- Economic Mobility and Access for the East-West Corridor and Kendall Corridor
- TOD Monitoring Tool
- Congestion Management Dashboard
- Systemwide Forecasting
- STOPS 2020 for:
 - Administration including Metrorail/Metromover
 - Central Garage
 - Northeast and Coral Way Garages
 - Contracted Routes and Municipal Circle

Carry forward activities for the SMART Moves Program include:

- City of Aventura/Ojus Mobility Access Study
- Florida City Mobility Study
- SW 244 Street Mobility Hubs Study Unincorporated Miami-Dade County

Table 8: Budget Summary for Task III

Year 1: FY 2021									
Budget Category	FHWA (PL)	FY 2020 Carry Forward FTA 5305(d)			FY 2021 FTA 5305(d)	Carry Forward SU	Local Funds	State Funds	Totals
	Federal**	Federal	State 10% Match	Local 10% Match	Federal**				
Salaries & Fringes	\$13,120	\$831,079	\$103,885	\$103,885	\$103,955		\$14,830		\$1,170,754
County Service Fee*	\$1,000	\$63,317	\$7,915	\$7,915	\$7,920		\$1,130		\$89,197
Consultant Services									
A. SMART Plan	\$58,400	\$172,000	\$21,500	\$21,500	\$244,625	\$2,540,000	\$67,919		\$3,361,000
SMART Moves General Public								\$235,056	
B. Multimodal/Intermodal	\$56,000						\$14,000		\$70,000
C. Roadway/Highway	\$64,000						\$16,000		\$80,000
D. Future Areas of Emphasis	\$96,000				\$38,250		\$28,250		\$162,500
F. GPC/On-Demand	\$540,800				\$185,400		\$155,800		\$882,000
Consultant Services Total									\$4,555,500
Other Departments									
E. To RER	\$32,000						\$8,000		\$40,000
C, D & E To DTPW	\$72,000	\$26,400	\$3,300	\$3,300	\$36,450		\$22,050		\$163,500
TASK III TOTALS	\$933,320	\$1,092,796	\$136,600	\$136,600	\$616,600	\$2,540,000	\$327,979	\$235,056	\$6,018,951
Year 2: FY 2022 [§]									
Budget Category	FHWA (PL)	FY 2021 Carry Forward FTA 5305(d)			FY 2022 FTA 5305(d)	FY 2022 SU	Local Funds	State Funds	Totals
	Federal**	Federal	State 10% Match	Local 10% Match	Federal**				
Salaries & Fringes	\$35,760				\$325,664	\$801,300	\$49,648	\$40,708	\$1,253,080
County Service Fee*	\$2,736				\$24,944	\$61,450	\$3,802	\$3,118	\$96,050
Consultant Services									
A. SMART Plan						\$704,000			\$704,000
B. Multimodal/Intermodal						\$130,000			\$130,000
F. GPC/On-Demand					\$367,138	\$520,000			\$887,138
Consultant Services Total									\$1,721,138
Other Departments									
E. To RER	\$32,000						\$8,000		\$40,000
TASK III TOTALS	\$70,496				\$717,746	\$2,216,750	\$61,448	\$43,826	\$3,110,268

*County Service Fees are 10% of salaries only; fringes not included.

§ The budget and PL funds are illustrative for year 2 until approved by the appropriate entities.

** FDOT uses toll credits as the "soft match" against FHWA PL Funds and FTA 5305(d) Funds.

Task IV: TPO Administration

Unified Planning Work Program

Fiscal Years 2021 and 2022

Responsible Agency: Miami-Dade TPO

Participating Agencies: Florida CTD, M-DC, FDOT, FDEP, MDC, SFRTA, Local Municipalities

Purpose

The administration task provides for activities necessary to support the metropolitan transportation planning process on a continual basis including TPO Program Support, TPO Board Support, and the Transportation Disadvantaged Planning Grant Program. A County Service Fee of 10% is applied to all base salaries, not including fringes.

A. TPO Program Support

To provide financial support for both daily administrative activities and operational services. Daily administrative activities include office expenses, administrative documents and Continuity of Operations Plan (COOP) preparation, and pertinent software applications. Operational expenses include, but are not limited to rent, Information Technology (IT), office supplies, office equipment, printing, pool cars, subscriptions, mail, and Human Resource (HR) services.

Activities	Scope	Deliverable/s	Completion
1	Ensure the basic continuity of operations of the TPO under emergencies such as acts of nature, technological emergencies, health emergencies including all viral outbreaks, pandemic influenza, bioterrorism, chemical emergencies and mass casualty incidents, and civil disturbances and terrorist incidents, and support federal, state and local requirements intended to ensure the continuation of essential functions during times of any declared emergency. It also defines Pandemic Influenza with Department Processes and Action Items, identifies the TPO Health Emergency Command Group and preventative measures and tips with important links and resources.	Continuity of Operations Plan (COOP)	Annually by April/ As required to address an emergency
2	Maintain the TPO program via administrative services and management activities such as purchasing office supplies from ISD and outside vendors, online survey application software, copier/printer leasing, preparing/responding to Annual Audit, office furniture and equipment, process payments for telephone fees, database charges, copier maintenance, printing, records storage, staff travel to transportation related workshops/training/conferences/meetings/etc. and county service fees. Communications and IT Supported Effort: \$108,000 FY 21 & \$57,000 FY 22	Office furniture, equipment and PCs and peripherals necessary for operations	Annually
3	Maintain continued eligibility for federal and state transportation funding through the maintenance of a certified urban transportation planning process. Complete federal certification process and state joint certifications, as required. Update MPO Agreements, financial reports, progress reports, DBE requirements, and audits, as required.	Federal Certification	Quadrennially
		State Joint Certification	Annually by June
		Invoices and progress reports	Quarterly
		MPO Agreements and reporting	Annually

B. TPO Board Support

These activities ensure the TPO Governing Board receives administrative support and that all elements of the transportation planning and decision-making process are clearly communicated between the TPO staff and board members. Administrative tasks associated with TPO Governing Board meetings, identifying transportation planning issues, recordkeeping, and providing legal assistance are activities performed to support the TPO Governing Board role in the transportation planning process.

Activities Cont.	Scope	Deliverable/s	Completion
4	Coordinate metropolitan planning process functions with TPO Governing Board members and provide support to the TPO Governing Board, standing committees, subcommittees, Transportation Planning Council, and other task force/staff working groups.	Meeting agendas, minutes, supporting presentations	Monthly
		Resolutions	Monthly
5	Provide written support for County and TPO Partners' federal grant applications.	Letters of support	As requested by partner agencies
6	Provide guidance on policy management in response to federal or state legislative changes that may affect the TPO in its roles or management.	Prospectus for Transportation Improvements	Upon release of new federal and/or state legislation

C. Transportation Disadvantaged (TD) Planning Grant Program

The TD Planning Grant Program is administered by the Florida Commission for the Transportation Disadvantaged (CTD). It provides guidance to designated official planning agencies when implementing local transportation disadvantaged planning services under the State's Coordinated Transportation Disadvantaged Program pursuant to Section 427.0159, Florida Statutes. These grant funds allocated from the TD Trust Fund are for the specific purpose of accomplishing duties and responsibilities of the Designated Official Planning Agency (Miami-Dade TPO) as identified in Chapter 427, Florida Statute, Rule 41-2, Florida Administrative Code, and CTD Policies.

Activities Cont.	Scope	Deliverable/s	Completion
7	Provide staff support and related resources to the Miami-Dade County TD Local Coordinating Board (LCB). Conduct evaluations and designation of the Community Transportation Coordinator (CTC). Develop, update, and implement LCB by-laws and grievance procedures in accordance with the CTD's most recent Local Coordinating Board and Planning Agency Operating Guidelines.	Meeting agendas, minutes, supporting documents, and presentations	Quarterly
		Program Orientation/Training	June 2022
		CTC Evaluation and Designation	When dictated by grant
		By-laws and grievance procedures	Annually by September
8	Jointly develop and update the Transportation Disadvantaged Service Plan (TDSP) with the CTC and the LCB.	TDSP	Annually
9	Develop deliverables as outlined in the TD Planning Grant agreement and provide support for any other activities related to the TD program, including but not limited to consultant contracts, special studies, and outreach efforts.	Progress Reports	Quarterly
		Annual Operating Report (AOR)	Annually
		Actual Expenditures Report (AER)	Annually
		Planning Contract Deliverables	When dictated by grant

Carry Forward Activities

There are no carry forward activities from the previous UPWP funding cycle; however, TPO Administration activities are a continuous task in support of the metropolitan transportation planning process.

Table 9: Budget Summary for Task IV

FY 2021								
Budget Category	FHWA (PL)	FY 2020 Carry Forward FTA 5305(d)			FY 2021 FTA 5305(d)	State Funds	Local Funds	Totals
	Federal**	Federal	State 10% Match	Local 10% Match	Federal**			
Salaries & Fringes	\$916,560	\$24,769	\$3,096	\$3,096	\$27,000	\$69,880	\$232,158	\$1,276,559
County Service Fee*	\$68,095	\$1,840	\$230	\$230	\$2,009	\$5,120	\$17,226	\$94,750
Direct Expenses								
Travel/Training	\$16,000	\$16,000	\$2,000	\$2,000			\$4,000	\$40,000
Rent	\$424,000						\$106,000	\$530,000
IT Assigned Personnel	\$52,992						\$13,248	\$66,240
Copy Machines	\$19,200						\$4,800	\$24,000
Audit	\$4,000						\$1,000	\$5,000
Subscriptions	\$1,600						\$400	\$2,000
Data Services	\$6,400						\$1,600	\$8,000
Pool Car	\$3,200						\$800	\$4,000
Telephone	\$16,000						\$4,000	\$20,000
Parking	\$4,800						\$1,200	\$6,000
Mail	\$8,000						\$2,000	\$10,000
Registration	\$5,600						\$1,400	\$7,000
HR Service	\$2,400						\$600	\$3,000
Office Supplies	\$16,000						\$4,000	\$20,000
Equipment	\$12,000	\$191,000	\$23,875	\$23,875			\$3,000	\$253,750
Contingency***	\$57,419						\$14,355	\$71,774
Direct Expenses Total								\$1,070,764
Other Departments								
To Communications	\$17,600						\$4,400	\$22,000
To ITD	\$68,800						\$17,200	\$86,000
To Finance	\$17,200						\$4,300	\$21,500
Totals	\$1,737,866	\$233,609	\$29,201	\$29,201	\$29,009	\$75,000	\$437,687	\$2,571,572

*County Service Fees are 10% of salaries only; fringes not included.

§ The budget and PL funds are illustrative for year 2 until approved by the appropriate entities.

** FDOT uses toll credits as the "soft match" against FHWA PL Funds and FTA 5305(d) Funds.

***Contingency items include emergency supplies for COVID-19 sanitation and CDC health items, additional equipment to accommodate required CDC spacing, and other required items.

Table 9: Budget Summary for Task IV – Cont.

FY 2022 [§]								
Budget Category	FHWA (PL)	FY 2021 Carry Forward FTA 5305(d)			FY 2022 FTA 5305(d)	State Funds	Local Funds	Totals
	Federal**	Federal	State 10% Match	Local 10% Match	Federal**			
Salaries & Fringes	\$1,034,568				\$200,000	\$94,880	\$283,642	\$1,613,090
County Service Fee*	\$75,560				\$14,870	\$7,020	\$20,700	\$118,153
Direct Expenses								
Travel/Training	\$32,000						\$8,000	\$40,000
Rent	\$438,828						\$109,708	\$548,536
IT Assigned Personnel	\$54,846						\$13,712	\$68,558
Copy Machines	\$19,872						\$4,968	\$24,840
Audit	\$4,139						\$1,036	\$5,175
Subscriptions	\$1,656						\$414	\$2,070
Data Services	\$6,624						\$1,656	\$8,280
Pool Car	\$9,936						\$2,484	\$12,420
Telephone	\$16,560						\$4,140	\$20,700
Parking	\$4,968						\$1,242	\$6,210
Mail	\$8,280						\$2,070	\$10,350
Registration	\$5,795						\$1,450	\$7,245
HR Service	\$2,483						\$622	\$3,105
Office Supplies	\$16,560						\$4,140	\$20,700
Equipment	\$12,419						\$3,106	\$15,525
Contingency	\$69,028						\$17,258	\$86,286
Direct Expenses Total								\$880,000
Other Departments								
To Communications	\$11,200						\$2,800	\$14,000
To ITD	\$34,400						\$8,600	\$43,000
To Finance	\$34,400						\$8,600	\$43,000
Totals	\$1,894,122				\$214,870	\$101,900	\$500,348	\$2,711,243

*County Service Fees are 10% of salaries only; fringes not included.

§ The budget and PL funds are illustrative for year 2 until approved by the appropriate entities.

** FDOT uses toll credits as the “soft match” against FHWA PL Funds and FTA 5305(d) Funds.

Task V: Expenditures with Local Funds

Unified Planning Work Program

Fiscal Years 2021 and 2022

Responsible Agency: Miami-Dade TPO

Participating Agencies: Non-County Governmental Agencies with Voting Membership on the TPO

Purpose

The TPO voluntary participatory contribution was established under TPO Resolution #33-17 and #28-19. This task provides for support of activities not reimbursable under current federal, state and local traditional sources.

Activities	Scope	Estimated Expenditure
1	TPO legislative support and contracts authorized under TPO resolution #42-17.	\$225,000
2	Peer exchanges, special events, and authorized travel under TPO Resolutions #33-17 and #14-19.	\$255,506
3	TPO educational materials and videos related but not limited to bicycle/pedestrian safety, walk safe events, and project videos.	\$40,000
4	Purchase of miscellaneous, non-federal/state reimbursable office supplies.	\$2,000
TOTAL		\$522,506

Appendix A: Planning Activities

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Florida Department of Transportation, District Six

The Florida Department of Transportation (FDOT) is a partner in the transportation planning activities of the Miami-Dade TPO. The transportation planning products and services provided by the District Six Planning and Environmental Management Office (PLEMO) fall into the categories described below: MPO coordination and support; corridor planning and analysis; and transportation statistics. The District Office Modal Development (OMD) provides freight, transit and rail planning. OMD's also leading the studies for three of the TPO's SMART Corridors.

TPO/Local Government Coordination and Support: FDOT Office provides administrative and technical support to the TPO, and to local governments. The District grants more than \$2 million of Federal Highway Administration (FHWA), Planning (PL) funds and more than \$1.3 million of Federal Transit Administration (FTA) Section 5305(d) funds annually to fund the Unified Planning Work Program. The District also provides technical assistance for the development of the TPO's 25-year Long Range Transportation Plan (LRTP), and the five-year Transportation Improvement Program (TIP). District staff serves on many TPO committees and as non-voting advisors to the TPO Governing Board. Through the Transportation Alternative Program (TAP), the District provides funds to municipalities and other agencies for non-motorized transportation projects. The District participates in various local and regional government committees and sub-committees, such as the South Florida Regional Planning Council (SFRPC), the South Florida Regional Transportation Authority's Planning Technical Advisory Committee (PTAC), and the Regional Transportation Technical Advisory Committee (RTTAC). FDOT also participate on the TPO's TIP, LRTP, and TPTAC Committees.

Corridor Planning and Analysis: Corridor planning includes a variety of studies ranging from county-wide systems level studies to detailed operational analysis of specific corridors. Often the corridors selected for study are projects identified in the LRTP, which have existing or projected deficiencies. Occasionally, corridor improvements are studied that may become projects adopted into the LRTP. Methodologies generally include analyzing the existing and future traffic conditions in the corridor, identifying potential environmental, social, and policy barriers, and recommended improvements. Typically, they include tasks for public participation. These studies often provide the basis for more detailed project development and environmental studies.

Transportation Statistics: Transportation Statistics collects the highway and traffic data that the Department needs to carry out its responsibilities. It provides data in two important areas. First, there are roadway inventory data, which are documented in the Roadway Characteristics Inventory (RCI), the Straight-Line Diagrams (SLDs) and the Video Log Library. The second is the collection and reporting of traffic count data, including vehicle classification, and the development of future traffic projections used in pavement structural design. Statistics also administers the pavement management system, which evaluates the structural integrity of pavement on the State Highway System (SHS) and develops the list of future resurfacing projects. Statistics compiles and updates an extensive list of maps to display the data that are collected, including maintenance of the Geographic Information System (GIS).

Planning Studies: This section provides a listing, with a short description, of some of the more prominent FDOT activities and projects ongoing or upcoming. * **(See attached list)**

Planning Studies*				
#	PROJECT TITLE	PURPOSE	ESTIMATED COST	ESTIMATED TIME FRAME
1	I 195 FROM I 95/ NW 12 AVENUE TO SR 907/ ALTON ROAD 440228-2	CORRIDOR PLANNING STUDY EVALUATE EXISTING AND FUTURE OPERATIONAL CONDITIONS AND IDENTIFY IMPROVEMENTS	\$1,550,000	08/22/2017 - 06/28/2020
2	SR 25/OKEECHOBEE RD FROM NW 72 AVENUE' /W 12 AVENUE TO SE 4 AVENUE/EAST DRIVE 438028-1	PLANNING STUDY RECOMMENDED FROM 2015 PLANNING LISTENING SESSION	\$545,000	Schedule to Advertise 01/2021
3	SR 948/NW 36 ST FROM SR 826/PALMETTO EXPY TO SR 5/ US1 436426-1	DEVELOP AND EVALUATE IMPROVEMENTS	\$800,000	03/27/2020
4	SR A1A/COLLINS AVE. FROM 4700 BLOCK TO 5800 BLOCK 434773-3	DEVELOP AND EVALUATE POTENTIAL MULTIMODAL IMPROVEMENTS	\$300,000	3/23/2020-09/23/2021
Project Development & Environmental Studies				
#	PROJECT TITLE	PURPOSE	ESTIMATED COST	ESTIMATED TIME FRAME
1	FLAGLER STREET FROM SR 821/HEFT TO BISCAYNE BLVD. 437782-1	PREMIUM TRANSIT CORRIDOR STUDY	\$5,836.20	04/28/2020 – 04/28/2022
2	NW 27 TH AVENUE FROM MIC TO UNITY STATION 438076-1	PREMIUM TRANSIT CORRIDOR STUDY	\$5,939,930.85	06/27/2016 – 06/26/2020
3	KENDALL DRIVE FROM KROME AVENUE TO SOUTH DIXIE HIGHWAY 437784-1	PREMIUM TRANSIT CORRIDOR STUDY	\$5, 812.404.88	06/30/2016 – 06/29/2020
4	SR 9A/I-95 FROM S OF MIAMI GARDENS DRIVE TO BROWARD COUNTY LINE 414964-1	PRE-CONST.UNDERWAY	\$3,500,000	10/13/2020-11/10/2025
5	SR 9A/I-95 FROM US-1/SOUTH DIXIE HIGHWAY TO SOUTH OF NW 62ND STREET 414964-7	PRE-CONST.UNDERWAY	\$6,500,000	04/05/2021-01/13/20207
6	SR 9A/I-95 FROM SOUTH OF NW 62ND STREET TO NORTH OF NW 143RD STREET 414964-8	PRE-CONST.UNDERWAY	\$3,500,000	09/28/2020-09/14/2026
7	SR 112/I-195/JULIA TUTTLE CSWY FR E. OF SR-5/BISCAYNE BLV TO ALTON RD 444622-1	INSIDE SHOULDER WIDENING & IMPROVEMENTS	\$7,727,301	10/26/2018-08/28/2023
8	CORAL WAY ROUNDABOUT FROM SR 972/SW 13TH ST/SW 3RD AVE/CORAL WAY @ SW 15TH RD 444450-1	3D DESIGN MODEL W/PROJ DELIVER	\$4,234,967	04/15/2019-04/21/20203

* Please note that this is not an exhaustive list of all activities to be carried out by the FDOT District 6 PLEMO Office, and it does not include projects in production phases of development (such as design and construction). For a complete list of all FDOT projects, in all phases of development, please refer to the TPO's TIP.

Miami-Dade Expressway Authority (MDX)

NUMBER	PROJECT TITLE	PURPOSE	ESTIMATED COST	ESTIMATED TIME FRAME
1	(83618) SR 836 SW Extension (Kendall Parkway)	PD&E study for new expressway extension of SR 836 from NW 137th Avenue to the southwest Kendall area as part of the MDX Master Plan and the MPO Long-Range Transportation Plan.	\$7.1 Million	Dec. 2013 - Dec. 2020

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South Florida Regional Transportation Authority (SFRTA)

TOD Station Area Planning - SFRTA TOD Policy and Outreach

Background: SFRTA has contracts with the Regional Planning Councils (RPCs) to assist coordination of transportation and land use adjacent to Tri-Rail stations on the CSX rail corridor. The RPCs conduct work to implement the seven-county regional vision plan, called Seven50. The plan suggests a “Region in Motion” preferred scenario emphasizing a multi-modal future, with transportation and land use integration as an important component.

SFRTA and the RPCs developed the SFRTA TOD Policy and companion Outreach Approach to Local Governments. The Policy describes SFRTA’s guiding interest in encouraging station-area TOD, together with the basic elements needed to create successful TODs. For the Outreach component, SFRTA and RPC staff met with 16 local cities with stations located on the CSX corridor in Miami-Dade, Broward & Palm Beach Counties, and with the regional MPO, TPO & PTA; and with FDOT Districts 4 and 6. In March 2018, SFRTA reconvened the local governments & agencies that participated in the Outreach & held a TOD Policy Regional Debrief; RTA & RPC staff reported on the range of TOD activities, policies, regulations, and developments undertaken by those local governments/agencies to advance TOD. Assistance was provided under the 2015-2020 contract between SFRTA and each RPC. SFRTA and the RPCs developed an ongoing work plan to identify station area conditions and characteristics to ready them for TOD development.

SFRTA Commuter Bus Service (Ongoing)

Background: SFRTA is responsible for developing a Five-Year Commuter Bus Service and Financial Plan (Commuter Bus Plan) on an annual basis. This Commuter Bus Plan is the product of ongoing planning, monitoring, and both internal and external coordination efforts to increase productivity of the Tri-Rail Commuter Bus System.

Tri-Rail Coastal Link (TRCL) - Formerly known as South Florida East Coast Corridor (SFECC) Transit Analysis Study 68

Background: The TRCL is the planned expansion of Tri-Rail onto the Florida East Coast (FEC) corridor. Since 2004, FDOT District IV has led the SFECC Transit Analysis Study in Palm Beach, Broward, and Miami-Dade Counties. The study corridor is centered on the FEC Railway right-of-way. Throughout the study process, SFRTA has partnered and coordinated with the FDOT project team, other partner agencies, and local governments.

In May, 2013, a TRCL Memorandum of Understanding (MOU), unanimously approved by the region’s MPOs, RPCs, the SFRTA Board, and signed by the State of Florida Rail Enterprise, documented roles, responsibilities and process for all parties; and the project was renamed “Tri-Rail Coastal Link” (TRCL).

Per the MOU, SFRTA is designated as FTA grant recipient and project sponsor; lead of the project finance plan, design/engineering, and construction phases; and operator of the TRCL service.

FDOT is responsible for the TRCL Project Development phase, which has been delayed pending resolution of various governmental approvals for new passenger rail service on the FEC.

In the meantime, SFRTA conducted economic and market analysis of proposed station areas, a draft financial plan development, technical support work on operating scenarios and costs, and technical coordination in other areas, including with All Aboard Florida (AAF)/Brightline/Virgin Trains, which owns and operates the new private rail passenger service on the FEC, and has constructed MiamiCentral, Brightline/Virgin Train's downtown Miami station on the FEC. Tri-Rail will collocate its Downtown Miami Link station within the MiamiCentral station.

TRCL Near-Term Projects: Tri-Rail Downtown Miami Link (TRDML), Jupiter Extension, Northeast Corridor:

- The Tri-Rail Downtown Miami Link (TRDML) will bring Tri-Rail into Downtown Miami on the FEC corridor and establish the first TRCL station. Scheduled service is pending FTA approval for Tri-Rail to operate on the FEC, and is anticipated for mid-2020.
- The Jupiter Extension proposes Tri-Rail service north into Jupiter via the Northwood Crossover project to connect the CSX and FEC corridors at a location generally paralleling NE 25 St. in West Palm Beach.
- The Northeast Corridor project was adopted by the Miami-Dade County Commission and the Miami-Dade Transportation Planning Organization (TPO) as one of six priority transit routes in the TPO's SMART Plan. The project proposes rail service along the FEC Corridor from the TRDML/MiamiCentral Brightline/Virgin Trains Station to Aventura. FDOT Project Development on the Northeast Corridor Link remains pending.

Appendix B: TPO Resolution Adopting the FYs 2021 and 2022 UPWP

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TPO RESOLUTION #11-2020**RESOLUTION APPROVING AN AMENDMENT TO THE FISCAL YEARS (FYS) 2019 AND 2020 UNIFIED PLANNING WORK PROGRAM (UPWP) DE-OBLIGATING CERTAIN FUNDS AND APPROVAL OF THE FYS 2021 AND 2022 UPWP, INCORPORATING SAID FUNDS**

WHEREAS, the Interlocal Agreement creating and establishing the Metropolitan Planning Organization (MPO) for the Miami Urbanized Area requires that the Miami-Dade Transportation Planning Organization (TPO), in its role as the MPO, provide a structure to evaluate the adequacy of the transportation planning and programming process; and

WHEREAS, the Transportation Planning Council (TPC) has been established and charged with the responsibility and duty of fulfilling the aforementioned functions; and

WHEREAS, the Unified Planning Work Program (UPWP) is a federally mandated two-year document currently authorized for State FYs 2019 and 2020. Federal Highway Administration (FHWA) funds currently programmed, but not expended by fiscal year-end of June 30, 2020, require de-obligation for future re-obligation into the next two-year UPWP that begins July 1, 2020; and

WHEREAS, as required by the Florida Department of Transportation, the TPO requested de-obligation of required federal funds from FYs 2019 and 2020 UPWP so that said funds will be available in the next FYs 2021 and 2022 UPWP. This action is consistent with the multi-year implementation and funding of the Strategic Miami Area Rapid Transit (SMART) Plan, and will also preserve the continuity of the TPO work program; and

WHEREAS, the TPC has reviewed the proposed amendment to the FYs 2019 and 2020 UPWP and the FYs 2021 and 2022 UPWP, and finds them consistent with the goals and objectives of the Transportation Plan for the Miami Urbanized Area,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE TRANSPORTATION PLANNING ORGANIZATION IN ITS ROLE AS THE MPO FOR THE MIAMI URBANIZED AREA:

Section 1. That this Board incorporates into this resolution the attached memorandum and approves the amendment to the Fiscal Years (FYs) 2019 and 2020 Unified Planning Work Program (UPWP) to de-obligate certain federal funds.

Section 2. That the Fiscal Years 2021 and 2022 Unified Planning Work Program, incorporating the de-obligated funds referenced in Section 1, subject to approval by the Federal Highway Administration (FHWA), is approved and authorized for submittal to the Florida Department of Transportation and the appropriate Federal agencies.

Section 3. That the Executive Director is authorized to execute all appropriate Federal authorization and assurances to support the UPWP document; submit and execute grant applications, amendments and non-policy changes as requested by Federal and State Agencies; sign contract awards and other documents relating to the receipt of grant funding; issue work orders to perform the tasks to meet the goals contained within the document; advertise of budgeted contractual/consulting services; and execute regular billings for costs incurred against the UPWP Task elements on behalf of the TPO.

The adoption of the foregoing resolution was moved by Board Member Sally A. Heyman. The motion was seconded by Board Member Rebeca Sosa, and upon being put to a vote, the vote was as follows:

Chairman Oliver G. Gilbert III -Aye
Vice Chairman Esteban L. Bovo, Jr. -Aye

Board Member Juan Carlos Bermudez	-Aye	Board Member Steven D. Losner	-Aye
Board Member Philippe Bien-Aime	-Aye	Board Member Roberto Martell	-Absent
Board Member Daniella Levine Cava	-Aye	Board Member Joe A. Martinez	-Aye
Board Member Jose "Pepe" Diaz	-Aye	Board Member Jean Monestime	-Absent
Board Member Audrey M. Edmonson	-Aye	Board Member Dennis C. Moss	-Absent
Board Member Perla T. Hantman	-Aye	Board Member Rebeca Sosa	-Aye
Board Member Carlos Hernandez	-Absent	Board Member Javier D. Souto	-Aye
Board Member Sally A. Heyman	-Aye	Board Member Micky Steinberg	-Aye
Board Member Eileen Higgins	-Aye	Board Member Francis Suarez	-Absent
Board Member Barbara J. Jordan	-Aye	Board Member Xavier L. Suarez	-Aye
Board Member Vince Lago	-Aye		

The Chairperson thereupon declared the resolution duly passed and approved this 23rd day of April, 2020.

TRANSPORTATION PLANNING ORGANIZATION

By Zainab Salim
Zainab Salim, Clerk
Miami-Dade TPO



Appendix C: Statements and Assurances

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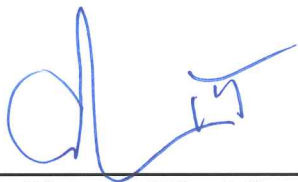
FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

525-010-08
POLICY PLANNING
05/18

DEBARMENT and SUSPENSION CERTIFICATION

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

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



Name: Oliver G. Gilbert III
Title: TPO Chairman

5/7/2020

Date

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FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

525-010-08
POLICY PLANNING
05/18

LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Miami-Dade TPO that:

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



Name: Oliver G. Gilbert III
Title: TPO Chairman

5/7/2020

Date

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FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

525-010-08
POLICY PLANNING
05/18

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

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

The Miami-Dade TPO, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the Miami-Dade TPO, in a non-discriminatory environment.

The Miami-Dade TPO shall require its consultants to not discriminate on the basis of race, color, national origin and sex in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code



Name: Oliver G. Gilbert III
Title: TPO Chairman

5/7/2020

Date

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FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

525-010-08
POLICY PLANNING
05/18

TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the Miami-Dade TPO assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The Miami-Dade TPO further assures FDOT that it will undertake the following with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendices A and E* of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.



Name: Aileen Bouclé
Title: Miami-Dade TPO Executive Director

5/14/2020
Date

FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

525-010-08
POLICY PLANNING
05/18

APPENDICES A and E

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

- (1) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- (2) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- (4) **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
 - a. Withholding of payments to the Contractor under the contract until the Contractor complies, and/or
 - b. Cancellation, termination or suspension of the contract, in whole or in part.

FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

525-010-08
POLICY PLANNING
05/18

- (6) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request the Florida Department of Transportation to enter into such litigation to protect the interests of the Florida Department of Transportation, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.
- (7) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq)

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Appendix D: UPWP Summary Financial Tables

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TABLE 1: AGENCY PARTICIPATION

Year 1 - Fiscal Year 21

(In \$000's)

No.	Task	TPO	RER	DTPW	Finance	ITD	Comm.	Transfers to TPO†	Consultant		Totals
								D4 D6 MPO TPA	Non-PL	PL	
I	Core Requirements	1,261		10					180	330	1,781
II	Federal, State and Regional Planning	166						400	100	50	716
III	Technical Program	1,292	40	131					3,537	1,019	6,018
IV	TPO Administration	2,472			43	43	14				2,572
		5192*	40	141	43	43	14	400	3,817	1,399	11,088*
	Other Departments							281 Transfers	400	Consultant	
										5,216	

Year 2 - Fiscal Year 22[§]

(In \$000's)

No.	Task	TPO	RER	DTPW	Finance	ITD	Comm.	Transfers to TPO†	Consultant		Totals
								D4 D6 MPO TPA	Non-PL	PL	
I	Core Requirements	1,315		40					420		1,775
II	Federal, State and Regional Planning	173						400	70	30	673
III	Technical Program	1,349	40						1,721		3,110
IV	TPO Administration	2,611			43	43	14				2,711
		5,449*	40	40	43	43	14	400	2,211	30	8,270*
	Other Departments							180 Transfers	400	Consultant	
										2,241	

†As per approved MOU, transfer to Miami-Dade TPO for Development of SERPM 9.0 (Consultant Services).

[§] The budget and PL funds are illustrative for Year 2 until approved by the appropriate entities.

* Rounds up by 1.

LEGEND:

TPO Transportation Planning Organization

MPO Metropolitan Planning Organization

TPA Transportation Planning Agency

D4 Florida Department of Transportation District Four

RER Regulatory and Economic Resources Department

DTPW Department of Transportation and Public Works

ITD Information Technology Department

D6 Florida Department of Transportation District Six

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TABLE 2 - BUDGET OVERVIEW

YEAR 1: FISCAL YEAR 2021[§]

(In : \$)

Budget Category	FHWA (PL)	FY 2020 Carry Forward FTA 5305(d)			FTA 5305(d)	SU	Local Funds	State Funds	Total
	Federal**	Federal	State 10% Match	Local 10% Match	Federal**				
TASK I: CORE REQUIREMENTS									
Salaries & Fringes	\$ 32.000				\$ 1,019.387		\$ 121.265	\$ -	\$ 1,172.652
County Service Fee*	\$ 2.418				\$ 77.032		\$ 9.164	\$ -	\$ 88.614
Consultant Services									
A. LRTP	\$ 48.000						\$ 12.000		\$ 60.000
B. TIP	\$ 48.000				\$ 27.000		\$ 15.000	\$ -	\$ 90.000
D. PPP	\$ 128.000	\$ 40.000	\$ 5.000	\$ 5.000		\$ 50.000	\$ 32.000		\$ 260.000
E. PM	\$ 40.000	\$ 40.000	\$ 5.000	\$ 5.000			\$ 10.000		\$ 100.000
Consultant Services Total									\$ 510.000
Other Departments									
B. To DTPW	\$ 8.000						\$ 2.000		\$ 10.000
TASK I TOTAL	\$ 306.418	\$ 80.000	\$ 10.000	\$ 10.000	\$ 1,123.419	\$ 50.000	\$ 201.429	\$ -	\$ 1,781.266
TASK II: FEDERAL, STATE, AND REGIONAL PLANNING									
Salaries & Fringes	\$ 32.000				\$ 103.130		\$ 19.500	\$ -	\$ 154.630
County Service Fee*	\$ 2.400				\$ 7.700		\$ 1.500	\$ -	\$ 11.600
Consultant Services									
A. Coordination	\$ 40.000						\$ 10.000		\$ 50.000
B. SERPM		\$ 80.000	\$ 10.000	\$ 10.000					\$ 100.000
Consultant Services Total									\$ 150.000
Transfers from the TPO									
A. From FDOT District 4 and 6, BMPO & PBTPA						\$ 150.000		\$ 250.000	\$ 400.000
Transfers to the TPO†									
B. Transfer to Broward MPO****	\$ 24.000						\$ 6.000		\$ 30.000
TASK II TOTAL	\$ 74.400	\$ 80.000	\$ 10.000	\$ 10.000	\$ 110.830	\$ 150.000	\$ 31.000	\$ 250.000	\$ 716.230
TASK III: TECHNICAL PROGRAM									
Salaries & Fringes	\$ 13.120	\$ 831.079	\$ 103.885	\$ 103.885	\$ 103.955		\$ 14.830	\$ -	\$ 1,170.754
County Service Fee*	\$ 1.000	\$ 63.317	\$ 7.915	\$ 7.915	\$ 7.920		\$ 1.130	\$ -	\$ 89.197
Consultant Services									
A. SMART Plan and Programs	\$ 58.400	\$ 172.000	\$ 21.500	\$ 21.500	\$ 244.625	\$ 2,540.000	\$ 67.919	\$ -	\$ 3,361.000
SMART Moves Program General Public								\$ 235.056	
B. Multimodal/Intermodal	\$ 56.000						\$ 14.000	\$ -	\$ 70.000
C. Roadway/Highway	\$ 64.000						\$ 16.000		\$ 80.000
D. Future Areas of Emphasis	\$ 96.000				\$ 38.250		\$ 28.250		\$ 162.500
F. GPC/On-Demand Services	\$ 540.800				\$ 185.400		\$ 155.800	\$ -	\$ 882.000
Consultant Services Total									\$ 4,555.500
Other Departments									
E. To RER	\$ 32.000						\$ 8.000		\$ 40.000
C. D. & E. To DTPW	\$ 72.000	\$ 26.400	\$ 3.300	\$ 3.300	\$ 36.450		\$ 22.050	\$ -	\$ 163.500
TASK III TOTAL	\$ 933.320	\$ 1,092.796	\$ 136.600	\$ 136.600	\$ 616.600	\$ 2,540.000	\$ 327.979	\$ 235.056	\$ 6,018.951
TASK IV: TPO ADMINISTRATION									
Salaries & Fringes	\$ 916.560	\$ 24.769	\$ 3.096	\$ 3.096	\$ 27.000		\$ 232.158	\$ 69.880	\$ 1,276.559
County Service Fee*	\$ 68.095	\$ 1.840	\$ 0.230	\$ 0.230	\$ 2.009		\$ 17.226	\$ 5.120	\$ 94.750
Direct Expenses									
Travel/Training	\$ 16.000	\$ 16.000	\$ 2.000	\$ 2.000			\$ 4.000		\$ 40.000
Rent	\$ 424.000						\$ 106.000		\$ 530.000
IT Assigned Personnel	\$ 52.992						\$ 13.248		\$ 66.240
Copy Machines	\$ 19.200						\$ 4.800		\$ 24.000
Audit	\$ 4.000						\$ 1.000		\$ 5.000
Subscriptions	\$ 1.600						\$ 0.400		\$ 2.000
Data Services	\$ 6.400						\$ 1.600		\$ 8.000
Pool Car	\$ 3.200						\$ 0.800		\$ 4.000
Telephone	\$ 16.000						\$ 4.000		\$ 20.000
Parking	\$ 4.800						\$ 1.200		\$ 6.000
Mail	\$ 8.000						\$ 2.000		\$ 10.000
Registration	\$ 5.600						\$ 1.400		\$ 7.000
HR Service	\$ 2.400						\$ 0.600		\$ 3.000
Office Supplies	\$ 16.000						\$ 4.000		\$ 20.000
Equipment	\$ 12.000	\$ 191.000	\$ 23.875	\$ 23.875			\$ 3.000		\$ 253.750
Contingency	\$ 57.419						\$ 14.355		\$ 71.774
Direct Expenses Total									\$ 1,070.764
Other Departments									
A. To Communications	\$ 17.600						\$ 4.400		\$ 22.000
A. To ITD	\$ 68.800						\$ 17.200		\$ 86.000
A. To Finance	\$ 17.200						\$ 4.300		\$ 21.500
TASK IV TOTAL	\$ 1,737.866	\$ 233.609	\$ 29.201	\$ 29.201	\$ 29.009	\$ -	\$ 437.687	\$ 75.000	\$ 2,571.573
ALL TASKS TOTAL	\$ 3,052	\$ 1,486	\$ 186	\$ 186	\$ 1,880	\$ 2,740	\$ 998	\$ 560	\$ 11,088

*County Service Fees are 10% of salaries only; fringes not included.

†As per approved MOU, transfer to Miami-Dade TPO for Development of SERPM 9.0 (Consultant Services).

** FDOT uses toll credits as the “soft match” against FHWA PL Funds and FTA 5305(d) funds. This amount is not included in the total UPWP budget.

****Not included in the total - Transfer to Broward MPO

YEAR 2: FISCAL YEAR 2022[§]

Budget Category	FHWA (PL)	FY 2021 Carry Forward FTA 5305(d)			FTA 5305(d)	FY 2022 SU	Local Contribution	State Funds	Total
	Federal**	Federal	State 10% Match	Local 10% Match	Federal				
TASK I: CORE REQUIREMENTS									
Salaries & Fringes	\$ 80.000				\$ 750.400	\$ 184.302	\$ 113.800	\$ 93.800	\$ 1,222.302
County Service Fee*	\$ 6.080				\$ 57.008	\$ 14.000	\$ 8.646	\$ 7.126	\$ 92.860
Consultant Services									
B. TIP						\$ 90.000			\$ 90.000
C. UPWP						\$ 70.000			\$ 70.000
D. PPP						\$ 210.000			\$ 210.000
E. PM						\$ 50.000			\$ 50.000
Consultant Services Total									\$ 420.000
Other Departments									
B. To DTPW	\$ 32.000						\$ 8.000		\$ 40.000
TASK I TOTAL	\$ 118.080	\$ -	\$ -	\$ -	\$ 807.408	\$ 618.302	\$ 130.446	\$ 100.926	\$ 1,775.162
TASK II: FEDERAL, STATE, AND REGIONAL PLANNING									
Salaries & Fringes	\$ 104.648				\$ 8.800	\$ 19.477	\$ 27.262	\$ 1.100	\$ 161.287
County Service Fee*	\$ 7.913				\$ 0.664	\$ 1.470	\$ 2.060	\$ 0.083	\$ 12.190
Consultant Services									
B. SERPM						\$ 100.000			\$ 100.000
Consultant Services Total									\$ 100.000
Transfers from the TPO									
B. To Broward MPO****						\$ 30.000			\$ 30.000
B. To District FDOT 4***	\$ 8.000						\$ 2.000		\$ 10.000
Transfers to the TPO†									
A. From FDOT District 4 and 6, BMPO & PBTPA						\$ 150.000		\$ 250.000	\$ 400.000
TASK II TOTAL	\$ 112.561	\$ -	\$ -	\$ -	\$ 9.464	\$ 270.947	\$ 29.322	\$ 251.183	\$ 673.477
TASK III: TECHNICAL PROGRAM									
Salaries & Fringes	\$ 35.760				\$ 325.664	\$ 801.300	\$ 49.648	\$ 40.708	\$ 1,253.080
County Service Fee*	\$ 2.736				\$ 24.944	\$ 61.450	\$ 3.802	\$ 3.118	\$ 96.050
Consultant Services									
A. SMART Plan & Programs						\$ 704.000			\$ 704.000
B. Multimodal/Intermodal						\$ 130.000			\$ 130.000
F. GPC/On-Demand Services					\$367,138	\$ 520,000			\$ 887,138
Consultant Services Total									\$ 1,721.138
Other Departments									
E. To RER	\$ 32.000						\$ 8.000		\$ 40.000
TASK III TOTAL	\$ 70.496	\$ -	\$ -	\$ -	\$ 717.746	\$ 2,216.750	\$ 61.450	\$ 43.826	\$ 3,110.268
TASK IV: TPO ADMINISTRATION									
Salaries & Fringes	\$ 1,034.568				\$ 200.000		\$ 283.642	\$ 94.880	\$ 1,613.090
County Service Fee*	\$ 75.560				\$ 14.870		\$ 20.700	\$ 7.023	\$ 118.153
Direct Expenses									
Travel/Training	\$ 32.000						\$ 8.000		\$ 40.000
Rent	\$ 438.828						\$ 109.708		\$ 548.536
IT Assigned Personnel	\$ 54.846						\$ 13.712		\$ 68.558
Copy Machines	\$ 19.872						\$ 4.968		\$ 24.840
Audit	\$ 4.139						\$ 1.036		\$ 5.175
Subscriptions	\$ 1.656						\$ 0.414		\$ 2.070
Data Services	\$ 6.624						\$ 1.656		\$ 8.280
Pool Car	\$ 9.936						\$ 2.484		\$ 12.420
Telephone	\$ 16.560						\$ 4.140		\$ 20.700
Parking	\$ 4.968						\$ 1.242		\$ 6.210
Mail	\$ 8.280						\$ 2.070		\$ 10.350
Registration	\$ 5.795						\$ 1.450		\$ 7.245
HR Service	\$ 2.483						\$ 0.622		\$ 3.105
Office Supplies	\$ 16.560						\$ 4.140		\$ 20.700
Equipment	\$ 12.419						\$ 3.106		\$ 15.525
Contingency	\$ 69.028						\$ 17.258		\$ 86.286
Direct Expenses Total									\$ 880.000
Other Departments									
A. To Communications	\$ 11.200						\$ 2.800		\$ 14.000
A. To ITD	\$ 34.400						\$ 8.600		\$ 43.000
A. To Finance	\$ 34.400						\$ 8.600		\$ 43.000
TASK IV TOTAL	\$ 1,894.122	\$ -	\$ -	\$ -	\$ 214.870	\$ -	\$ 500.348	\$ 101.903	\$ 2,711.243
ALL TASKS TOTAL	\$ 2,195	\$ -	\$ -	\$ -	\$ 1,749	\$ 3.106	\$ 722	\$ 498	\$ 8,270

*County Service Fees are 10% of salaries only; fringes not included.

†As per approved MOU, transfer to Miami-Dade TPO for Development of SERPM 9.0 (Consultant Services).

§The budget including PL, 5305(d) and State funds are illustrative for Year 2 until approved by the appropriate entities.

** FDOT uses toll credits as the “soft match” against FHWA PL Funds and FTA 5305(d) funds. This amount is not included in the total UPWP budget.

*** Not included in the total - Transfer to District 4 for SERPM 8

****Not included in the total - Transfer to Broward MPO

Appendix E: Acronyms

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Acronyms

ACES	Automated/Connected/Electric/Shared-Use Vehicles
ADA	Americans with Disabilities Act
AER	Actual Expenditures Report
AMPO	Association of Metropolitan Planning Organization
AOR	Annual Operating Report
AV	Automated Vehicle
BCT	Broward County Transit
BERT	Bus Express Rapid Transit
BPAC	Bicycle Pedestrian Advisory Committee
CBD	Central Business Districts
CDMP	Comprehensive Development Master Plan
CIE	Capital Improvements Element
CMP	Congestion Management Process
COOP	Continuity of Operations Plan
CTAC	Citizens' Transportation Advisory Committee
CTC	Community Transportation Coordinator
CTD	Commission for the Transportation Disadvantaged
CV	Connected Vehicle
DEO	Department of Economic Opportunity
DTPW	Department of Transportation and Public Works
EDZ	Economic Development Zones
EJ	Environmental Justice
EPC	Executive Policy Committee
ETDM	Efficient Transportation Decision Making
FAST	Fixing America's Surface Transportation
FDOT	Florida Department of Transportation
FHWA	Federal Highway Administration
FPC	Fiscal Priorities Committee
FTA	Federal Transit Administration
FTAC	Freight Transportation Advisory Committee
FTE	Florida Turnpike Enterprise
FTP	Florida Transportation Plan
GIS	Geographic Information System
GPC	General Planning Consultant
HR	Human Resource
ICAR	Intergovernmental Coordination and Review
IOT	Internet of Things
IT	Information Technology
JPA	Joint Participation Agreement
KPI	Key Performance Indicator
LCB	Local Coordinating Board
LOS	Level of Service
LRTP	Long-Range Transportation Plan
MAZ	Micro Analysis Zones
MOU	Memorandum of Understanding

MPA	Metropolitan Planning Area
MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organizations Advisory Council
NARC	National Association of Regional Councils
PD&E	Project Development and Environmental
PEA	Planning Emphasis Areas
PIP	Public Information Plan
PM	Performance Management
PMP	Program Management Plan
PPP	Public Participation Plan
PPS	Public Participation Subcommittee
PTP	People's Transportation Plan
RTP	Regional Transportation Plan
RTTAC	Regional Transportation Technical Advisory Committee
SEFTC	Southeast Florida Transportation Council
SERPM	Southeast Florida Regional Planning Model
SFRPC	South Florida Regional Planning Council
SIS	Strategic Intermodal System
SMART	Strategic Miami Area Rapid Transit
SOW	Scope of Work
SRTS	Safe Routes to School
STOPS	Simplified Trips on Project Software
T&MC	Transportation & Mobility Committee
TAD	Traffic Analysis Districts
TARC	Transportation Aesthetics Review Committee
TAZ	Traffic Analysis Zones
TCRPC	Treasure Coast Regional Planning Council
TD	Transportation Disadvantaged
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TMAC	Transit and Mobility Advisory Committee
TOD	Transit Oriented Development
TPA	Transportation Planning Agency
TPO	Transportation Planning Organization
TRIP	Transportation Regional Incentive Program
TSM&O	Transportation System Management and Operations
UPWP	Unified Planning Work Program
UZA	Urbanized Area

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