

*Miami-Dade County
Metropolitan Planning Organization*

Transportation
Transportation

Enhancements
Enhancements

Program
Program

General Guidelines and Application Form

Prepared by the MPO Secretariat - 1999

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**Miami-Dade County
Metropolitan Planning Organization MPO (MPO)
111 NW First Street, Suite 910
Miami, FL 33128**

Telephone (305) 375-4507
e-mail: mpo@co.miami-dade.fl.us

Facsimile (305) 375-4950
Web Site: www.co.miami-dade.fl.us/mpo

TRANSPORTATION ENHANCEMENT SELECTION AND PRIORITIZATION CRITERIA FOR THE MIAMI URBANIZED AREA

INTRODUCTION

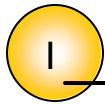
Section 133 of Title 23 of the United States Code authorizes the establishment of the Federal Surface Transportation Program (STP), a highly flexible funding program designed to underwrite 80 percent of the cost of construction or reconstruction of facilities to accommodate surface transportation. 23 USC 133 (d) (2) mandates that at least ten percent of STP funds shall be used only for "transportation enhancement" activities, which are defined in 23 USC 101 (a):

The term "transportation enhancement activities" means, with respect to any project or the area to be served by the project, provisions of facilities for pedestrians and bicycles, acquisition of scenic or historic highway programs, landscaping and other scenic beautification, historic preservation, rehabilitation and operation of historic transportation buildings, structures, or facilities (including historic railroad facilities and canals), preservation of abandoned railway corridors (including the conversion and use thereof for pedestrian or bicycle trails), control and removal of outdoor advertising, archaeological planning and research, and mitigation of water pollution due to highway runoff.

23 USC 133 (i) designates all urbanized areas containing a population of 200,000 or more as transportation management areas (TMA's). With these areas:

All projects carried out within the boundaries of a transportation management area with federal participation pursuant to this title (excluding projects undertaken on the National Highway System and pursuant to the bridge and Interstate maintenance programs) or pursuant to the Federal Transit Act shall be selected by the metropolitan planning organization designated for such area in consultation with the State and in conformance with the transportation improvement program for such area and priorities established therein.

Therefore, the criteria and procedures contained in this document constitute the official policy concerning the selection of transportation enhancement projects in Miami-Dade County. While this document does not specifically abrogate policy documents referencing the subject issued by local governments or the Florida Department of Transportation, the right to final interpretation of this policy is reserved for the Governing Board of the Miami Urbanized Area Metropolitan Planning Organization.



1 APPLICATION

The MPO will accept applications each year for projects commencing the following year. Applications are accepted annually prior to the endorsement of the Florida Department of Transportation Work Program. The work program is developed by October and the MPO Governing Board endorses the Work Program in December.

All requested material should be sent to:

Terrence Taylor
Enhancements Coordinator
Miami-Dade MPO
111 NW First Street, Suite 910
Miami, FL 33128

Projects must be listed in the MPO's Transportation Improvement Program (TIP) to be eligible for Federal transportation funds. State and local government agencies (including municipalities, Miami-Dade County departments, and special districts authorized by Florida Statute) may submit transportation enhancement (TE) proposals for inclusion in the Miami-Dade County TIP. Under most circumstances, projects cannot appear in the TIP unless Federal matching funds are reserved for them.

Non-governmental organizations (NGO's) may also apply for transportation enhancement project funds provided that a local or state government agency has formally agreed to sponsor the project. Applications from NGO's will be accepted only if accompanied by a cover letter from a governmental agency acknowledging its sponsorship role.

The Florida Department of Transportation (FDOT) will only distribute transportation enhancement fund reimbursements to government agencies that possess local agency program (LAP) certification. All applications (including NGO's) must include an agreement with a LAP certified agency to construct the project.

Transportation enhancement applications for the 2000-2004 TIP are due at the MPO by November 24, 1999 at 12:00 p.m. The applicant organization must complete and deliver a completed MPO Transportation Enhancement Application for prioritization by the TIP Development Committee. The FY 2000 application forms and other appropriate documents will be available at the MPO beginning October 24, 1999. The TIP Development Committee will rate projects in accordance with the selection criteria outlined below. However, the final disposition of TE projects is the authority of the MPO Governing Board.

The TIP is usually approved by the MPO Board in May and takes effect July 1. Project proposals received by will be considered for inclusion in the TIP to be approved in May 2000. Projects approved for inclusion in this TIP cycle will be scheduled for Fiscal Years 2000-2001 and 2001-2002.

Only complete application packages will be considered. A complete application package includes the following:

1. The table of contents,
2. Official TE application,
3. A clear and definitive demonstration of the transportation link,
4. A description of the work to be done with the requested funds,
5. A detailed and realistic budget that reflects the quality of the design and studies that will be required,
6. Identification and verification (contract or letter of commitment) of the sources of matching funds;
7. A list of benefits to the community and the transportation system as a whole;
8. A statement describing what makes the project unique and important;
9. Demonstration of community support, including minutes of public meetings, newspaper clippings, petitions, letters of support from local business owners, property owners, nonprofit organizations, political leaders and other groups;
10. Photographs, sketches and/or maps
11. An agreement and strategy for maintenance once the project is completed, identifying the responsible party
12. Supplemental information that may answer anticipated questions (Optional)

Applicants should consult the FDOT Document "Eligibility Criteria and Implementation Guidelines for Transportation Enhancement Projects". This document is revised annually and is available from FDOT or the MPO Enhancements Coordinator.

III GENERAL CRITERIA FOR

1. No more than \$1 million in TE funds will be awarded to any single project in any single application cycle, and no more than \$3 million dollars in enhancement funds is to be awarded toward the completion of any single project. Therefore, applicants whose project costs will exceed \$1 million must demonstrate that they have the additional resources to complete the project. Applicants and/or project sponsors should demonstrate the availability of at least the requisite 20% match for projects. At its discretion, the Florida Department of Transportation may supply the necessary match for projects; however, this “soft match” is not guaranteed. Applicant/project sponsor resources may include cash and other services such as planning, engineering, design, construction or environmental activities approved by the federal level, and right-of-way donations by private parties. Applicants must demonstrate the feasibility of such in-kind arrangements in their applications.
2. This is not a grant program. Applicants should expect to pay for the work and be reimbursed from their award. Items eligible for reimbursement include, project planning and feasibility studies, environmental analysis or preliminary design, preliminary engineering, land acquisition, and construction costs.
3. All construction and pre-construction work phases will be administered by the Florida Department of Transportation or other LAP certified local government. Reimbursements are distributed only to a LAP certified agency responsible for completing the tasks. Federal law requires that each project be administered under the rules and procedures governing federally funded transportation projects.
4. All work must be done by pre-certified vendors and contractors of FDOT or the LAP sponsor. Projects or project phases completed by these firms are also required to meet federal guidelines. An example of one of the requirements that needs to be followed is the Davis-Bacon Act requiring the prevailing rates of wages on all highway construction projects.
5. Measures conducted as routine or customary elements of transportation projects or those provided to mitigate project impacts in compliance with the requirements of environmental or historic preservation laws, the Americans with Disabilities Act, or other Federal or State laws are not eligible.
6. For multi-jurisdictional or statewide projects, only portions located within Miami-Dade County will be eligible for Federal matching funds.
7. Except for bicycle transportation projects and pedestrian walkways, TE projects may not be undertaken on roads functionally classified as local or rural minor collectors, unless such roads are on a Federal-aid highway system on January 1, 1991, or permission is secured from the United States Secretary of Transportation. However, TE projects are allowed on any other classification of roadway or on locations not on the roadway system provided that such land is publicly owned, or over which public access has been granted through an easement or other conveyance extending over the foreseeable useful life of the completed project.

8. All projects must be consistent with local and County comprehensive land-use and transportation plans, including those local plans required under Section 9J-5 of the Florida Administrative Code.
9. The applicant(s) must agree in writing to maintain the facility once it is constructed.
10. Construction of TE projects must commence no later than three years from the notice to proceed. Following this time period, any funding allocated for construction will revert to the TE program for future distribution.

IV PROJECT CLASSIFICATION

Transportation enhancement projects are stratified into three major categories, including the following TE classifications described below. Applicants should identify the category under which they are applying.

1. Bicycle and Pedestrian Projects

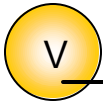
- Bicycle Transportation projects
- Pedestrian walkways
- Preservation of abandoned railway corridors (including the conversion and use or pedestrian or bicycle trails)
- Safety and educational activities for bicyclists and pedestrians

2. Scenic, Beautification, Landscaping and Drainage Projects

- Acquisition of scenic easements and scenic sites.
- Scenic highway programs.
- Landscaping and other scenic beautification.
- Control and Removal of outdoor advertising.
- Mitigation of water pollution due to runoff including projects that reduce wildlife mortality while maintaining habitat connectivity.
- Tourist and Welcome Centers

3. Historic Preservation and Archeology

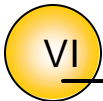
- Historic highway programs
- Historic preservation
- Rehabilitation and operation of historic transportation buildings, structures, or facilities, including historic railroad facilities and canal.
- Archaeological planning and research
- Establishment of transportation museums



PROJECT RANKING

Projects within each category will be ranked according to the following criteria:

1. 1 to 15 points for demonstrating how the project will improve safety for cyclists and/or pedestrians
2. 1 to 15 points for improving intermodal transportation linkages, including those that will provide access to transit stations and/or facilities
3. 1 to 15 points for contribution to mobility enhancement or community development for disadvantaged groups (i.e. children, the elderly, the poor, those with limited transportation options, the disabled).
4. 1 to 10 points for local funding contribution above that required to achieve local matching share.
5. 1 to 10 points for improving to neighborhood or community quality of life.
6. 1 to 10 points for improving environmental air, noise, water quality, and/or reducing the need for single occupancy vehicle trips.
7. 1 to 10 points for evidence of community support, including minutes of public meetings, newspaper clippings, petitions, letters of support from local business owners, property owners, nonprofit organizations, political leaders and other groups;
8. 1 to 5 points each for top priorities identified by Miami-Dade County Citizen's Transportation Advisory Committee (CTAC). Miami-Dade County Bicycle/Pedestrian Advisory Committee (BPAC)



SPECIFIC CRITERIA BY

1. NON-MOTORIZED TRANSPORTATION

- a) To qualify for this program, the bicycle facilities listed in the application must be (1) dedicated bicycle facilities, (2) included in the Miami-Dade Bicycle Facilities Plan and (3) exceed what is normally provided for the safe accompaniment of non-motorized users. All facilities must meet the minimum standards outlined in Florida Department of Transportation design standards outlined in Florida Department of Transportation design standards and in the AASHTO document Guide for the Development of Bicycle Facilities, and the Manual of Uniform Traffic Control Devices. A non-dedicated facility "exceeds normal provision" if it meets or exceeds the planning guidelines outlined in the 1993 Federal Highway Administration document Selecting Roadway Design Treatments to Accommodate Bicycles (FHWA-RD-92-073).

- b) Qualifying pedestrian facilities must meet or exceed the planning and design standards outlined in the FHWA Standards for Pedestrians, FDOT's Florida Pedestrian Safety Plan, and the Manual of Uniform, Traffic Control Devices.
- c) The Installation or improvement of bicycle or pedestrian facilities to present design and construction standards are eligible activities, provided that such installation or improvement is not part of an accompanying road construction, reconstruction, or expansion project.
- d) The installation of pedestrian improvements required under the Americans with Disabilities Act (ADA) is not eligible activities.
- e) Examples of Qualifying Facilities
 - The construction of bicycle paths or dedicated bicycle lanes.
 - The replacement or renovation of existing bicycle or pedestrian facilities to contemporary standards.
 - The installation of pedestrian signal heads, actuators and pavement markings at an existing intersection.
 - The establishment of bicyclists or pedestrian safety programs.
- f) Examples of Non-qualifying Activities
 - The installation of pedestrian signal heads and actuators as part of an intersection reconstruction.
 - The installation of unmarked wide curb lanes of less than 14-foot width.
 - The installation of curb cuts in the absence of substantial sidewalk reconstruction in close proximity.

2. SCENIC, BEAUTIFICATION, LANDSCAPING AND DRAINAGE PROJECTS

- a) To qualify, highway runoff and associated drainage projects must be an integral and functional component of a landscaping or beautification program or be both accessible and usable for public recreation purposes.
- b) Prior to funding, projects must include documentation and adherence to: (1) Perpetual Ownership, or (2) Acquisition of easement or other ownership-like powers securing public access and control for a period to exceed the expected life of the improvements to be installed.
- c) Eligible projects intended for public access must demonstrate both safe vehicular (including non-motorized modes) and safe pedestrian access from a public right-of-way or other transportation facility. Projects not intended for public access must be visible from a publicly accessible area of a transportation facility.

- d) Scenic highway projects exceed what is customarily provided for facilities that enhance the safe enjoyment of scenic characteristics and preserve flora and fauna.
- e) Landscaping projects must conform to safety standards in accordance with FDOT's Standards Specifications for Road and Bridge Construction and Roadway and Traffic Design Standards. Landscape projects must go beyond normal and established practices for transport aesthetic activities and demonstrate one or more of the following principals:
 - f) Preserving wildlife habitats.
 - Xeriscaping or use of advanced water conservation techniques
 - Conservation of energy in adjacent structures
 - Improvement in residential neighborhood quality and cohesiveness
 - Preservation of wildlife, domestic animal life or plant diversity
 - Improvement to bicycle or pedestrian user safety or reduction of vehicular impact on residential neighborhoods.
 - Road projects that provide conductivity of wildlife habitats. (i.e. wildlife will not need to cross the highway)
 - g) Examples of Qualifying Activities
 - Scenic entryways and ceremonial community entrances
 - Incorporation of retention or detection ponds into parks or recreation facilities
 - Median Landscaping
 - Scenic pull-offs or overlooks
 - Landscape activities associated with the construction of bicycle or pedestrian facilities or trails, including plantings to achieve soil stability or drainage.
 - h) Examples of Non-Qualifying Activities
 - Detention or retention ponds not available for public use
 - Removal of qualifying signage

3. HISTORIC PRESERVATION AND ARCHEOLOGY

- a) The proposed historic resource must be listed or potentially eligible for listing on the National Register of Historic Places (NRHP) as determined by the Dade County Historic Preservation Office. If the resource is not presently listed or eligible for listing on the NRHP, then a Determination of Eligibility should be completed and processed before the release of funding.
- b) The project must have either a professional Historian, Architectural Historian or Archaeological meeting federal qualifications as outlined in 36 CFR 61 serving in a principal capacity on the project.

- c) After completion, historic preservation projects must be publicly accessible or incorporate public access to those components of the project that make it historically valuable. A visible exterior will generally be insufficient to meet this requirement.
- d) Qualifying activities must be related to a transportation facility that is a building or other permanent structure, edifice or natural feature.
- e) Historic highway program projects must provide facilities that exceed what is normally provided for the safe preservation of historic ways of life.
- f) Neither the mitigation of new road construction or road expansion impacts, nor the reconstruction or improvement of historic locations, buildings, facilities or natural features is eligible. **EXCEPTION:** Archeological excavation, analysis and removal is allowed at locations which would be destroyed or adversely impacted due to the development of transportation facilities.
- g) Examples of Qualifying Activities
- Preservation and rehabilitation or renovation of historic train stations and depots.
 - Preservation and renovation of historic lighthouses, boathouses, barge canals, or locks.
 - Establishment of transportation museums
- h) Example of Non-Qualifying Activities
- Demolition of historic resources
 - Relocation of historic resources due to the widening or other construction to a transportation facility in which the relocation would be dealt with during right-of-way acquisition.
 - Improvement of a designated historic highway features or does not otherwise augment characteristics of the highway unrelated to the conveyance of traffic.

*Miami-Dade County
Metropolitan Planning Organization (MPO)*

**APPLICATION FOR TRANSPORTATION ENHANCEMENTS
FUNDING**

Project Title		Estimated Cost
Project Sponsor		
Contact		Title
Street Address		Phone
City	Zip Code	FAX
Priority <i>(Relative to other projects submitted by Project Sponsor)</i>		E-Mail
Name Applicant <i>(If other than Project Sponsor)</i>		

I. Qualified Enhancement Activities

Check the enhancement activity which the proposed project will address. (NOTE: Checking all activities possible does not ensure or increase eligibility. Each activity checked must meet all criteria listed for that activity in adopted Transportation Enhancements Policy Procedure

Bicycle and Pedestrian Projects

- a. Bicycle Transportation projects
- b. Pedestrian walkways
- c. Preservation of abandoned railway corridors (including the conversion and use or pedestrian or bicycle trails)
- d. Safety and educational activities for bicyclists and pedestrians

Scenic, Beautification, Landscaping and Drainage Projects

- a. Acquisition of scenic easements and scenic sites.
- b. Scenic highway programs.
- c. Landscaping and other scenic beautification.
- d. Control and Removal of outdoor advertising.
- e. Mitigation of water pollution due to runoff including projects that reduce wildlife mortality while maintaining habitat connectivity.
- f. Tourist and Welcome Centers

Historic Preservation and Archeology

- a. Historic highway programs
- b. Historic preservation
- c. Rehabilitation and operation of historic transportation buildings, structures, or facilities, including historic railroad facilities and canal.
- d. Archaeological planning and research
- e. Establishment of transportation museums

II. Project Phase
(Please check all that apply)

•

- Planning Activities
- Project Development and Environmental Studies
- Engineering and Final Plans Preparation Work
- Right of Way Acquisition
- Construction
- Construction Engineering and Inspection Activities

III. Application Components and Project Description

Use additional sheets as necessary to provide the following:

- The table of contents,
- Official TE application,
- A clear and definitive demonstration of the transportation link,
- A description of the work to be done with the requested funds,
- A detailed and realistic budget that reflects the quality of the design and studies that will be required,
- Identification and verification (contract or letter of commitment) of the sources of matching funds;
- A list of benefits to the community and the transportation system as a whole;
- A statement describing what makes the project unique and important;
- Demonstration of community support, including minutes of public meetings, newspaper clippings, petitions, letters of support from local business owners, property owners, nonprofit organizations, political leaders and other groups;
- Photographs, sketches and/or maps
- An agreement and strategy for maintenance once the project is completed, identifying the responsible party
- Supplemental information that may answer anticipated questions
(Optional)

IV. Project Cost

What is the total estimated cost of the work requested to be funded as an enhancement project through this application?

Planning Activities	\$ _____
Project Development and Environmental Studies	\$ _____
Engineering and Final Plans Preparation Work	\$ _____
Right of Way Acquisition	\$ _____
Construction	\$ _____
Construction Engineering and Inspection Activities	\$ _____
Other	\$ _____
TOTAL:	\$ _____

How will the project be funded?

FDOT Enhancement Funds \$ _____ + Local \$ _____ = Total \$ _____

FDOT Enhancement Funds _____% + Local _____% = 100%

V. Certification of Project Sponsor

I hereby certify that the proposed project herein described is supported by

_____ (*municipality, county, state or federal agency or tribal council*). and that said
will:

- (1) provide any required funding match;
- (2) enter into a maintenance agreement with the Florida Department of Transportation (FDOT);
- (3) comply with the Federal Uniform Relocation Assistance and Acquisition policies act for
any of right-of-way actions required for the project, and
- (4) support other actions necessary to fully implement the proposed project.

I further certify that the estimated costs included herein are reasonable and true to the best knowledge of the project sponsor and/or applicant. I understand that significant increases in these costs must be absorbed by the project sponsor or applicant otherwise the project may be removed from the Transportation Enhancements Program.

Signature

Name (*Please print or type*)

Title

Date