

TPO RESOLUTION #22-2024

RESOLUTION APPROVING AN AMENDMENT TO THE FISCAL YEARS (FYS) 2023 AND 2024 UNIFIED PLANNING WORK PROGRAM (UPWP) DE-OBLIGATING CERTAIN FUNDS AND APPROVAL OF THE FYS 2025 AND 2026 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 2023 and 2024. Federal Highway Administration (FHWA) funds currently programmed but not expended by June 30, 2024, require de-obligation for future re-obligation into the next two-year UPWP that begins July 1, 2024; and

WHEREAS, as required by the Florida Department of Transportation, the TPO requested de-obligation of required federal funds from FYs 2023 and 2024 UPWP so that said funds will be available in the next FYs 2025 and 2026 UPWP. This action is consistent with the multi-year implementation and funding of the Strategic Miami Area Rapid Transit (SMART) Program, and will also preserve the continuity of the TPO work program; and

WHEREAS, the draft FYs 2025 and 2026 UPWP includes a provision implementing the Federal Standard Travel and per diem rates and processes for all activities within the document; and

WHEREAS, the TPC has reviewed the proposed amendment to the FYs 2023 and 2024 UPWP and the FYs 2025 and 2026 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 TPO Executive Director's memorandum and approves the amendment to the Fiscal Years (FYs) 2023 and 2024 Unified Planning Work Program (UPWP) to de-obligate certain federal funds.

Section 2. That the Fiscal Years 2025 and 2026 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; advertisement 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 Alix Desulme. The motion was seconded by Board Member Danielle Cohen Higgins, and upon being put to a vote, the vote was as follows:

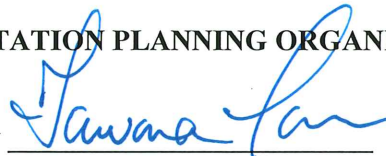
Chairman Esteban Bovo, Jr. - Aye
Vice Chairman Oliver G. Gilbert III - Absent

Board Member Roberto J. Alonso	- Aye	Board Member Keon Hardemon	- Absent
Board Member Marleine Bastien	- Aye	Board Member Rodney Harris	- Absent
Board Member Juan Carlos Bermudez	- Aye	Board Member Eileen Higgins	- Aye
Board Member Kevin Marino Cabrera	- Absent	Board Member Steven D. Losner	- Aye
Board Member Danielle Cohen Higgins	- Aye	Board Member Kionne L. McGhee	- Absent
Board Member Alix Desulme	- Aye	Board Member Raquel A. Regalado	- Absent
Board Member Eric Diaz-Padron	- Aye	Board Member Anthony Rodriguez	- Absent
Board Member Christi Fraga	- Absent	Board Member Micky Steinberg	- Aye
Board Member René Garcia	- Absent	Board Member Francis Suarez	- Aye
Board Member Roberto Gonzalez	- Absent		

The Chairperson thereupon declared the resolution duly passed and approved this 18th day of April 2024.

TRANSPORTATION PLANNING ORGANIZATION

By



Tawana Parker, Clerk
Miami-Dade TPO





Date: April 11, 2024

To: Honorable Chairman Esteban Bovo, Jr., and Members
TPO Governing Board

From: Aileen Bouclé, AICP
Executive Director

A handwritten signature in blue ink, appearing to read "Bouclé", is written over the printed name and title of the Executive Director.

Subject: **Approval of an amendment to the FYs 2023 and 2024 Unified Planning Work Program (UPWP) de-obligating certain funds and approval of the FYs 2025 and 2026 UPWP incorporating said funds**

Agenda Item 5.A.5

RECOMMENDATION

On April 8, 2024, the Transportation Planning Council recommended approval of an amendment to the Fiscal Years (FYs) 2023 and 2024 Unified Planning Work Program (UPWP) de-obligating certain funds and approval of the Final Draft FYs 2025 and 2026 UPWP which reflects the re-obligation of said funds.

BACKGROUND

The UPWP is a federally mandated two-year document that represents the Transportation Planning Organization's (TPO) working budget and is currently authorized for State FYs 2023 and 2024. As required by the Florida Department of Transportation and the Federal Highway Administration (FHWA), funds currently programmed but not expended by June 30, 2024, require de-obligation for future re-obligation into the next two-year cycle for FYs 2025 and 2026.

The FYs 2025 and 2026 UPWP describes transportation planning activities to be managed by the TPO for the fiscal period beginning July 1, 2024. The document reflects metropolitan transportation planning work tasks within the Miami Urbanized Area to be funded with Federal, State and Local transportation funds and the agencies responsible for implementing the various tasks included in the program. Additionally, the draft UPWP includes a provision implementing the Federal Standard Travel and per diem rates and processes for all activities within the document.

Therefore, the proposed amendment to the FYs 2023 & 2024 UPWP de-obligating the referenced funds and the adoption of the FYs 2025 and 2026 UPWP preserves the continuity of the TPO work program. With the approval of the FYs 2025 and 2026 UPWP, transportation planning work orders will be issued by the TPO Executive Director, or designee, to perform the tasks and meet the goals contained within the document.

The below matrix summarizes total funds available for FYs 2025 and 2026 UPWP.

FUNDING ANALYSIS
Total Funds Available FYs 2025 and 2026 UPWP (in 000s)

Source	Federal	State	Local Funds	Totals
FHWA PL	\$11,177.7		\$2,822	\$13,999.7
FHWA SU	\$6,100			\$6,100
<i>Deobligation*</i>	<i>\$958.8*</i>		<i>\$142.2*</i>	<i>\$1,101*</i>
CTD**		\$166.9		\$166.9
TOTALS	\$17,277.7	\$166.9	\$2,822	\$20,266.6

*Excluded de-obligation from total until amendment and UPWP 2025-2026 approved by TPO Governing Board composed of \$568,000 Federal PL and \$390,000 Federal SU from FY 2023-2024 UPWP.

**The Commission for the Transportation Disadvantaged (CTD) funds for State FY 2026 are an estimate until grant documents are returned to TPO.

Attached is the Final Draft FYs 2025 and 2026 UPWP along with the presentation.

FISCAL IMPACT/FUNDING SOURCE

The two-year UPWP includes \$ 10,129,110 for FY 2025 and \$ 10,137,473 for FY 2026. The breakdown of the two-year expenditures is as follows: \$ 17,277,693 Federal, \$166,890 State, \$ 2,822,000 Local (Secondary Gas Tax). There is no fiscal impact to the TPO regarding the FYs 2023 and 2024 de-obligated funds, which will be used in FYs 2025 and will be added to the total upon approval of the amendment and document.

TRACK RECORD/ MONITOR

This item is sponsored by the TPO and Chris Rosenberg, AICP, TPO Chief – Transportation Planning, is responsible for monitoring this project.



UNIFIED PLANNING WORK PROGRAM

for Transportation Planning Activities
FISCAL YEARS 2025 AND 2026



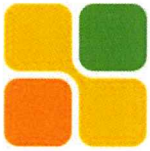
www.miamidadetpo.org

150 West Flagler Street Suite 1900
Miami, Florida 33130

Catalog of Federal Domestic Assistance Number (CFDA): 20.205 (PL and SU)

Federal Aid Project Number (FAP): 0021-60

Financial Project Number (FPN): 439334-5-14-01 and 439334-5-14-02



TPO

Miami-Dade Transportation Planning Organization

Unified Planning Work Program for Transportation Planning Activities

Fiscal Years 2025 and 2026
Period of July 1, 2024 to June 30, 2026

Approved by the Miami-Dade Transportation Planning Organization on
April 18, 2024



Miami-Dade TPO Governing Board Chairman

Prepared by:
Miami-Dade Transportation Planning Organization

Preparation of the report has been financed in part through grants from the Florida Department
of Transportation, Federal Highway Administration, and Federal Transit Administration

FY 2025 and FY 2026 PL FM No. 439334-5-14-01 FAP No. 0021-60
FY 2025 and FY 2026 SU FM No. 439334-5-14-02
CFDA Nos. 20.205 (PL and SU)

For complaints, questions, or concerns about civil rights or nondiscrimination, or for special requests under the
Americans with Disabilities Act, please contact Elizabeth Rockwell at 305-375-1881 or elizabeth.rockwell@mdtpo.org



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- Appendix B: TPO Resolution Adopting the FYs 2025 and 2026 UPWP
- Appendix C: Statements and Assurances
- Appendix D: UPWP Summary Financial Tables
- Appendix E: Acronyms
- Appendix F: Comments & Responses from FDOT & FHWA



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 as a contiguous area with a population exceeding 50,000. An UZA with a population over 200,000 is further defined as a Transportation Management Area (TMA). In the 2020 Census, the estimated population within the Miami UZA/TMA was over 6.0 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 (3) Metropolitan Planning Organizations (MPOs) were designated for the Southeast Florida region: the Miami-Dade TPO, the Broward Metropolitan Planning Organization (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.

The Florida Department of Transportation (FDOT) and Miami-Dade TPO participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the TPO, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA), to annually consolidate Florida's FHWA Planning (PL) and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division. These funds are annually apportioned to FDOT as the direct recipient and allocated to the TPO by FDOT utilizing formulas approved by the TPO, FDOT, FHWA and FTA in accordance with [23 CFR 420.109](#) and [49, U.S.C. Chapter 53](#). The FDOT is fulfilling the CPG's required 18.07% non-federal share (match) using Transportation Development Credits as permitted by [23 CFR 120\(i\)](#) and [FTA C 8100.1D](#)."

Miami-Dade County provides local revenue funds to the Miami-Dade TPO. These are monetary sources for the approved budget in this UPWP. 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 to 100% to the extent credits are available. The "soft match" amount being utilized to match the FHWA funding in the UPWP is 18.07% of FHWA program funds for a total of \$2,529,383. The Miami-Dade TPO pays a county service fee, which is a de minimis rate of 10% of staff salaries only (not including fringes).

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 Improvement Program (TIP), a 2-year



Overview of Planning Studies

Unified Planning Work Program FY 2025 and 2026

Unified Planning Work Program (UPWP), and a Public Participation Plan (PPP), which includes the TPO Annual Report. Together, these documents list priorities and funding for all transportation-related initiatives throughout Miami-Dade TPO's MPA. To direct and facilitate transportation planning decision-making, the Miami-Dade TPO includes a Governing Board comprised of twenty-five (25) voting members.

The TPO Governing Board approved a policy to set as “highest priority” the advancement of rapid transit corridors and transit supportive projects for the county in February 2016 and then officially adopted and endorsed in April 2016. The Strategic Miami Area Rapid Transit (SMART) Plan is also known as the SMART Program to acknowledge the implementation phase. Since then, costs and potential sources of funding for different phases of implementation have occurred. Additionally, In February 2023, the TPO Governing Board adopted the TPO Task Force SMART Street Transportation Enhancement Projects (STEP) as a formal program to advance Miami-Dade County Complete Streets and Pedestrian/Bicycle First/Last Mile Network.

The UPWP is a two-year statement of work identifying the planning priorities and activities. The goal of the Miami-Dade TPO's UPWP is to identify, prioritize, and program projects and studies to be conducted that will support the gathering of data, development of concepts, and vision to identify transportation needs.

This document is guided by the policies and projects established in the TPO's TIP and development for the 2050 LRTP, federal and state Planning Emphasis Areas (PEA), activities of relevant partners, and citizen coordination. The Miami-Dade TPO has organized the planning activities into five (5) tasks: I) Short Range Federal & State Planning Requirements; II) Long Range Transportation Plan; III) Technical Programs, IV) Shared Regional Tasks; and, V) TPO Administration. Tasks I through V assure that the UPWP addresses all requirements and needs established at the federal, state, and local levels. Activities listed in the UPWP are performed during a two-year timeframe, beginning July 1, 2024, and ending on June 30, 2026. To ensure best practices and quality control, all activities listed have been guided by the policies of the FHWA, FTA, FDOT, and TPO Governing Board. Additionally, all activities are in full compliance with 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. All planning activities will be performed using funds under Title 23, U.S.C., and 49 U.S.C. 53, except for Task V. Funding details are provided in each task.

The UPWP is developed based on public and stakeholder input. The draft UPWP was reviewed at the Citizens' Transportation Advisory Committee (CTAC) on February 21, 2024, and the Transportation Planning Council (TPC) on March 4, 2024. Draft and adopted versions of the UPWP are posted on the Miami-Dade TPO's website and included in the committee and Governing Board agenda packets. Notice of meetings involving the review and adoption of the UPWP were available online, including on the Miami-Dade TPO's website. The public is open to comment at all TPO Governing Board meetings. The resolution dated April 18, 2024, signed by Miami-Dade TPO Governing Board is available in [Appendix B](#).



Overview of Planning Studies

Unified Planning Work Program FY 2025 and 2026

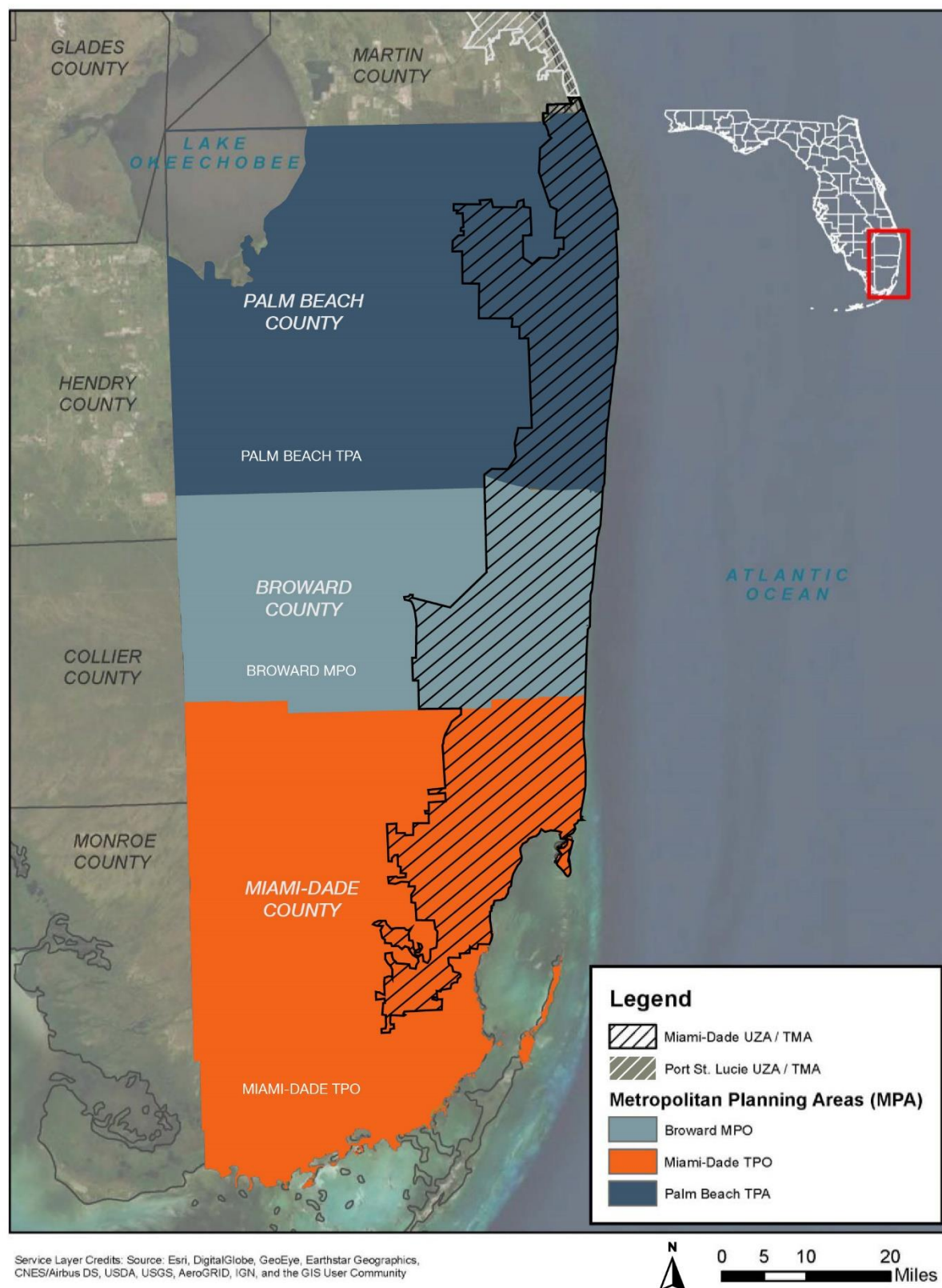


Figure 1. Miami UZA/TMA & Miami-Dade TPO MPA



Organization and Management

As per federal requirements, the organizational structure of the TPO is designed for the administration, coordination, and monitoring of a cooperative process by participating agencies. These agencies perform interdependent functions supporting the development of an integrated transportation plan and implementable programs. At the top of the TPO's organizational structure is 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). In addition, the TPO Governing Board may appoint special committees and task forces composed of public and/or official representatives to seek advice and recommendations, as necessary. The work of the TPO is carried out within the structure and process outlined below in **Figure 2**. The Miami-Dade TPO Transportation Planning team is responsible for developing the UPWP and budget.

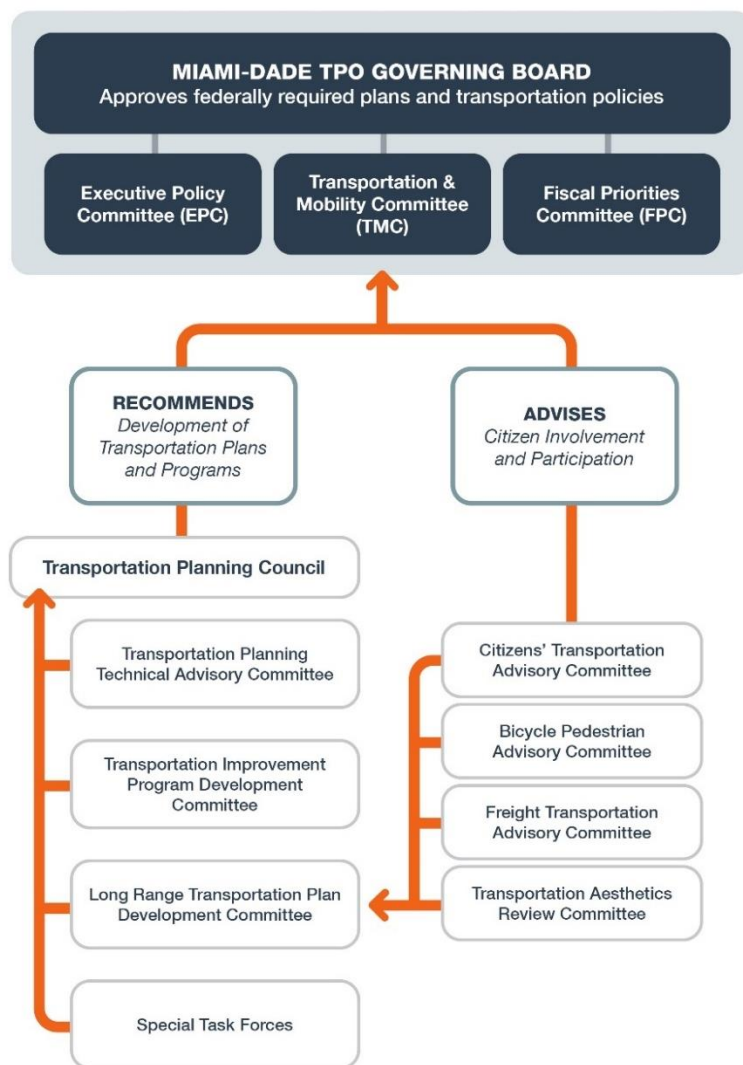


Figure 2. Organizational Chart



Overview of Planning Studies

Unified Planning Work Program FY 2025 and 2026

The TPO's Governing Board is composed of twenty-four (24) 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.

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). Public Transportation Grant Agreements (PTGA) are used to facilitate FTA funds and the TPO Agreement for FHWA funds. PTGA is also used for intergovernmental coordination and the allocation of federal and state funds. Miami-Dade TPO agreements currently in effect to perform the tasks included in the FY 2025 & 2026 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 Expressway Authority to have a 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 to utilize 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) 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), including Miami-Dade TPO development of the SERPM 9 Model for the Southeast region. *Executed on October 19, 2019 and amended August 2023.*



Overview of Planning Studies

Unified Planning Work Program FY 2025 and 2026

- **By-Laws of the Transportation Planning Organization:** The composition of the Governing Board of the TPO shall be in accordance with Florida Statutes Section 339.175 and 339.176. Defines its role as the Metropolitan Planning Organization for the Miami Urbanized Area. *Updated in 2022.*
- **Miami-Dade TPO Continuity of Operations Plan (COOP):** *Defines the internal efforts that ensure the capability exists for the Miami-Dade TPO to continue its essential functions in response to a broad spectrum of disasters or operational interruptions. Executed on May 1, 2023. In collaboration with Department of Emergency Management.*

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 an accessible format, please call 305-375-1881.

Table 1 and **Table 2** are summaries of the funding analysis for FYs 2025 and 2026, respectively. **Table 3** is a summary of the FYs 2025 and 2026 funding analysis.

Table 1. Funding Analysis – Total Funds Available FY 2025

Source	Federal	State	Local	Total	Soft Match*
FHWA PL	\$5,545,665		\$1,400,000	\$6,945,665	\$1,255,082
Deob	\$958,800		\$142,200	\$1,101,000	
FHWA SU	\$3,100,000			\$3,100,000	
CTD		\$83,455		\$83,455	
Total	\$9,604,465	\$83,455	\$1,542,200	\$11,230,120	\$1,255,082

*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 \$1,223,119.33. This amount is not included in the total UPWP budget.



Overview of Planning Studies

Unified Planning Work Program FY 2025 and 2026

Table 2. Funding Analysis – Total Funds Available FY 2026

Source	Federal	State	Local	Total	Soft Match*
FHWA PL	\$5,632,028		\$1,422,000	\$7,054,028	\$1,274,301
FHWA SU	\$3,000,000			\$3,000,000	
CTD**		\$83,455		\$83,455	
Total	\$8,632,028	\$83,455	\$1,422,000	\$10,137,483	\$1,274,301

*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 \$1,242,167.04. This amount is not included in the total UPWP budget.

**The total funds available identified for CTD is an estimate and once Applications are submitted (expected is May 2025) and the CTD approves it, the funds will be adjusted (July 2025).

Table 3. Funding Analysis – Total Funds Available FYs 2025 & 2026

Source	Federal	State	Local	Total	Soft Match*
FHWA PL	\$11,177,693		\$2,822,000	\$13,999,693	\$2,529,383
Deob	\$958,800		\$142,200	\$1,101,000	
FHWA SU	\$6,100,000			\$6,100,000	
CTD**		\$166,910		\$166,910	
Total	\$18,236,493	\$166,910	\$2,964,200	\$21,367,603	\$2,529,383

*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 \$2,798,286. This amount is not included in the total UPWP budget.

**The total funds available identified for CTD is an estimate for FY 2026 and once Applications are submitted (expected is May 2025) and the CTD approves it, the funds will be adjusted (July 2025).



UPWP Work Elements

The five (5) tasks ensure that the Miami-Dade TPO UPWP addresses all requirements and needs established at the federal, state, and local levels and are accompanied by a budget table identifying the proposed funding sources and budgeted funds. Each of the work elements includes a description of activities, deliverables, and anticipated completion dates.

- Task I: Short Range Federal & State Planning Requirements
- Task II: Long Range Transportation Plan
- Task III: Technical Programs
- Task IV: Shared Regional Tasks
- Task V: TPO Administration

Planning Priorities

Local Priorities

The highest priorities of the TPO Governing Board are transit and transit supportive projects. These priorities are supported by the SMART Program. The SMART Program is a bold infrastructure program of rapid transit corridors and a network of Bus Express Rapid Transit (BERT). The TPO is committed to innovation to improve transportation and enhance communities. The implementation and future expansion of the SMART Program will provide reliable transportation and mobility choices while supporting sustainable, equitable, and livable communities is the Vision for Miami-Dade County.

Federal Priorities

Table 4 displays a matrix of federal planning factors and UPWP tasks.

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 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;



Overview of Planning Studies

Unified Planning Work Program FY 2025 and 2026

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 4. Matrix of Required Federal Planning Factors

UPWP Task		Federal Planning Factors									
Name	1	2	3	4	5	6	7	8	9	10	
Task I: Short Range Federal & State Planning Requirements	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Task II: Long Range Transportation Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Task III: Technical Programs	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Task IV: Shared Regional Tasks	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Task V: TPO Administration	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	



Overview of Planning Studies

Unified Planning Work Program FY 2025 and 2026

FHWA and FTA Offices of Planning jointly issued the updated Planning Emphasis Areas (PEAs). **Table 5** shows a matrix of 2021 Federal PEAs and UPWP tasks.

Table 5. Matrix of Required Federal Planning Emphasis Areas 2021

UPWP Task	Federal Planning Emphasis Areas 2021							
Name	Climate Crisis	Equity & Justice40	Complete Streets	Public Involvement	STRAHNET	FLMA Coordination	PEL	Data in Transportation Planning
Task I: Short Range Federal & State Planning Requirements	✓	✓	✓	✓	✓	✓	✓	✓
Task II: Long Range Transportation Plan	✓	✓	✓	✓	✓	✓	✓	✓
Task III: Technical Programs	✓	✓	✓	✓	✓	✓	✓	✓
Task IV: Shared Regional Tasks	✓	✓	✓	✓	✓	✓	✓	✓
Task V: TPO Administration	✓	✓	✓	✓	✓	✓	✓	✓

Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future

Ensure that transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. Field offices should encourage State DOTs and TPOs to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users and undertake actions to prepare for and adapt to the impacts of climate change.

Equity and Justice40 in Transportation Planning

Ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that:

1. Improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities;
2. Plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management;



3. Reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors;
4. Offer reduced public transportation fares as appropriate;
5. Target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and
6. Consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

Complete Streets

Effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.

A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network.

Per the National Highway Traffic Safety Administration's (NHTSA) 2021 data, there were 7,388 pedestrians killed in traffic crashes in the United States. That is 20 pedestrians a day and 142 pedestrians a week. On average, a pedestrian was killed every 71 minutes in a traffic crash. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor.

Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. FHWA Division and FTA regional offices encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision-making



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processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs.

Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

FHWA Division and FTA regional offices should encourage TPAs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The 64,200-mile STRAHNET system consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform (PPP) studies.

Federal Land Management Agency (FLMA) Coordination

Coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, TPAs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and TPA long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

Planning and Environmental Linkages (PEL)

Implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform



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the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.

Data in Transportation Planning

Encourage State DOTs, TPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision making at the State, TPO, regional, and local levels for all parties.



State Priorities

FDOT Office of Policy Planning develops Planning Emphasis Areas (PEAs) on a two-year cycle in coordination with the development of TPOs UPWPs. Emphasis areas set planning priorities, support the Florida Transportation Plan, and give importance to topic areas that TPOs are encouraged to address as they develop their planning programs. Implementation of the seven (7) goals of the Florida Transportation Plan (FTP) 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. Florida TPOs should consider emphasizing safety, equity, resilience, and emerging technologies including Automated/Connected/Electric/Shared-Use Vehicles (ACES), micromobility, and other options planning topics when updating their UPWPs. **Table 6** shows a matrix of 2021 Florida PEAs and UPWP tasks.

Table 6. Matrix of Required State Planning Emphasis Areas 2021

UPWP Task		Florida Planning Emphasis Areas 2021			
Name	Safety	Equity	Resilience	Emerging Mobility	
Task I: Short Range Federal & State Planning Requirements	✓	✓	✓	✓	
Task II: Long Range Transportation Plan	✓	✓	✓	✓	
Task III: Technical Programs	✓	✓	✓	✓	
Task IV: Shared Regional Tasks	✓	✓	✓	✓	
Task V: TPO Administration	✓	✓	✓	✓	

Safety

The FTP and the State's Strategic Highway Safety Plan (SHSP) place top priority on safety, with a state target of zero traffic fatalities and serious injuries. In addition to adopting safety targets, the TPOs must show how our LRTP and priority projects in our TIP support progress toward those targets. The UPWP considers enhancements to data analyses and community involvement to better inform the identification and prioritization of safety projects.

Task I (Short Range Federal & State Planning Requirements) and Task II (Long Range Transportation Plan) include dedicated activities to address and ensure all federal requirements for safety are incorporated into the metropolitan transportation planning process. Additionally, the Miami-Dade TPO:

- Annually adopts the establishing of FDOTs "Vision Zero" safety performance measure targets for traffic fatalities and injuries by February 27th of each year. The Calendar Year targets for 2024 were adopted by resolution on January 25, 2024.



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- Prioritizes and programs planning studies through the SMART Plan, SMART Demonstration Program, and SMART Street Transportation Enhancements Program (STEP).

Equity

Executive Order 14008, Tackling the Climate Crisis at Home and Abroad, created the “Justice40 Initiative” that aims to deliver 40 percent (40%) of the overall benefits of relevant federal investments to disadvantaged communities. This initiative supports Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, outlines federal policy, and defines equity as the consistent and systematic fair, just, and impartial treatment of individuals. The FTP seeks transportation choices that improve accessibility and equity by including a key strategy to enhance affordable transportation, service, and information access options for all ages and abilities and throughout underserved communities. The TPO will identify and implement improvements based on data-driven project prioritization that considers not only the impacts of transportation projects on a community but also the benefits of projects that can enhance opportunities for a community. The UPWP should address approaches to furthering transportation equity.

Task I (Short Range Federal & State Planning Requirements) include the continued development and enhancement of the Equitable Transportation Assessment Planner (ETAP). Miami-Dade TPO maintains an interactive suite of online tools under the ETAP central landing page, including the Equitable Assessment (EA) Tool, Public Outreach Planner, Congestion Management Dashboard (CMD), Sea Level Rise (SLR) Tool, Bicycle Route Planner, Walk to School Route Planner, Transit Oriented Communities Tool, and the Modeling Travel Demand Forecasting Tool. This one-stop-shop allows transportation professionals to access multiple tools to assist them with identifying and addressing any identifiable equity issues, including for the SMART Program corridors.

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 will address resilience within Miami-Dade TPO’s planning processes by leveraging tools such as the FHWA Resilience and Transportation Planning Guide and the FDOT Quick Guide: Incorporating Resilience in the MPO LRTP. It should be noted that while these documents focus primarily on the development of TPO LRTPs and TIPs, addresses resilience in every planning document with a particular emphasis on coordination with agency partners responsible for natural disaster risk reduction, or who may be developing local resilience planning initiatives. Additionally, the TPO will undertake tasks to determine and consider the additional costs associated with reducing the vulnerability of the existing transportation infrastructure. Proactive resiliency planning will ensure that the TPO produces developed planning documents that are ultimately more realistic and cost-effective.



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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. The Miami-Dade TPO closely collaborates with the Chief Resilience Officer for Miami-Dade County to strengthen resilience in Miami-Dade County.

Furthermore, FDOT kicked off development of a Statewide Resilience Improvement Plan (RIP), which will build on prior analysis completed during the development of the statewide Resilience Action Plan (RAP). The RIP is an optional component of the Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) grant program which can provide additional Federal funding for projects identified in the plan. Pursuant to 23 U.S.C. 176, the RIP will outline a comprehensive strategy to enhance the resilience of critical transportation infrastructure throughout Florida with a focus on evaluating asset risk and criticality.

Emerging Mobility

The SMART Program, which was adopted by the TPO Governing Board in 2016, intends to advance six (6) rapid transit corridors, along with a network system of BERT service, in order to implement mass transit projects in Miami-Dade County. The implementation of the SMART Program benefits from advances in communication and automation technology which results in new mobility options, ranging from automated and connected transport, electric vehicles, ridesharing, and micro-mobility, to future emerging technology. These changes may be disruptive and transformational, with impacts on safety, vehicle ownership, travel capacity, vehicle miles traveled, land-use, transportation design, future investment demands, supply chain logistics, economy, and the workforce. Implementation of all seven goals of the FTP can be furthered through both the transformation of major corridors and hubs and the expansion of transportation infrastructure to embrace and support the adoption of emerging mobility. The UPWP recognizes the important influence of emerging mobility on the multi-modal transportation system and includes related planning studies, collaboration efforts, research, or other activities.



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A complete list of completed planning studies can be found at: <http://www.miamidadetpo.org/studies-completed.asp>. The metropolitan transportation planning is an ongoing process, reflecting a continuous cycle of studies and plans that may begin in one UPWP cycle and conclude in a future cycle.

Table 7 summarizes the ongoing (carry forward) studies/activities that began under the FYs 2023 & 2024 UPWP to be completed in this current UPWP.

Table 7. Carry Forward Activities & Studies

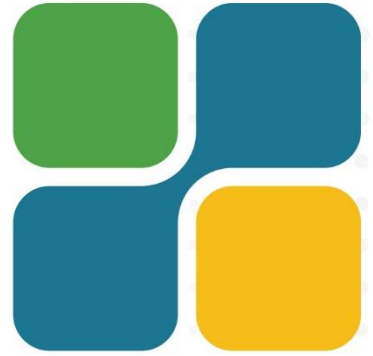
Task	Study	De-obligated Amount	Task/Activity in New UPWP	Source	Completion
II. Long Range Transportation Plan	2050 LRTP Task 3, 4 and 5: Congestion Management, Needs & Scenario Planning	\$ 32,000	Task II Activity 1	PL FY 2023	6/30/2024
II. Long Range Transportation Plan	2050 LRTP Task 6 and 9: Efficient Transportation Decision Making (ETDM) Screening, Policy Recommendations and LRTP Documentation and Adoption	\$68,000	Task II Activity 1	PL FY 2023	6/30/2024
III. Technical Program	South Dade Trail Corridor Connections Feasibility Study	\$ 35,200	Task III Activity 40	PL FY 2023	6/30/2024
III. Technical Program	Miami Downtown Transportation Master Plan Update	\$ 24,000	Task III Activity 40	PL FY 2024	6/30/2024
III. Technical Program	Feasibility Implementing Waterborne Transportation Network	\$ 52,800	Task III Activity 40	PL FY 2024	6/30/2024
III. Technical Program	SMART STEP Assessment along NW 67th Avenue/W 12th Ave between W 74th St. & NW 169th St.	\$ 76,800	Task III Activity 40	PL FY 2024	6/30/2024
III. Technical Program	Street Transportation Enhancement Program (STEP)	\$80,000	Task III Activity 40	PL FY 2024	6/30/2024
III. Technical Program	Feasibility of Implementing Direct Transit Service Connecting Miami International Airport with PortMiami	\$88,000	Task III Activity 14	PL FY 2024	6/30/2024
III. Technical Program	Development of Financial Scenarios for the SMART Program 2024	\$112,000	Task III Activity 1	PL FY 2024	6/30/2024
Total PL Funds FM 439334-4-14-01		\$ 568,800			



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Task	Study	De-obligated Amount	Task/Activity in New UPWP	Source	Completion
II. Long Range Transportation Plan	2050 LRTP Task 1: Public Involvement	\$ 55,000	Task II Activity 1	SU FY 2024	6/30/2024
II. Long Range Transportation Plan	2050 LRTP Task 7 and 8: Revenue and Financial Resources and Cost Feasible Plan Development	\$ 40,000	Task II Activity 1	SU FY 2024	6/30/2024
III. Technical Program	Municipal Grant Program (MGP)	\$ 40,000	Task III Activity 40	SU FY 2023	6/30/2024
III. Technical Program	Municipal Grant Program (MGP): Palmetto Bay Multi-Modal Transportation Master Plan	\$ 20,000	Task III Activity 59	SU FY 2023	6/30/2024
III. Technical Program	SMART Program 2023 STOPS Model Calibration and Testing	\$ 235,000	Task III Activity 12	SU FY 2024	6/30/2024
Total SU Funds FM 439334-4-14-02		\$ 390,000			



Task I

SHORT RANGE FEDERAL & STATE PLANNING REQUIREMENTS

- A. Transportation Improvement Program (TIP)
- B. Unified Planning Work Program (UPWP)
- C. Public Participation Plan (PPP)
- D. Performance Management (PM)





Task I: Short Range Federal & State Planning Requirements

Unified Planning Work Program FY 2025 and 2026

TASK I: SHORT RANGE FEDERAL & STATE PLANNING REQUIREMENTS

Responsible Agency: Miami-Dade TPO

Participating Agencies: Florida Department of Transportation (FDOT) and Florida's Turnpike Enterprise (FTE); Florida Department of Environmental Protection (FDEP); Miami-Dade County Departments of Transportation and Public Works (DTPW) Regulatory & Economic Resources (RER), Aviation, and Seaport (PortMiami); Homestead Air Reserve Base; South Florida Regional Transportation Authority (SFRTA); Expressway Authority; Miami-Dade County School Board; Southeast Florida Transportation Council (SEFTC); South Florida Regional Planning Council (SFRPC); 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 as well as the identification of needs and goals. The TPO meets the requirement by developing and updating a Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), and Public Participation Plan (PPP). Required activities for all documents include continuous improvements, complying with statutory and local requirements and performance measures, coordinating with regional partners, and maintaining ongoing tasks. 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 FY 2025 and FY 2026.

Figure 3 shows the planning horizons for the Miami-Dade TPO core requirements.

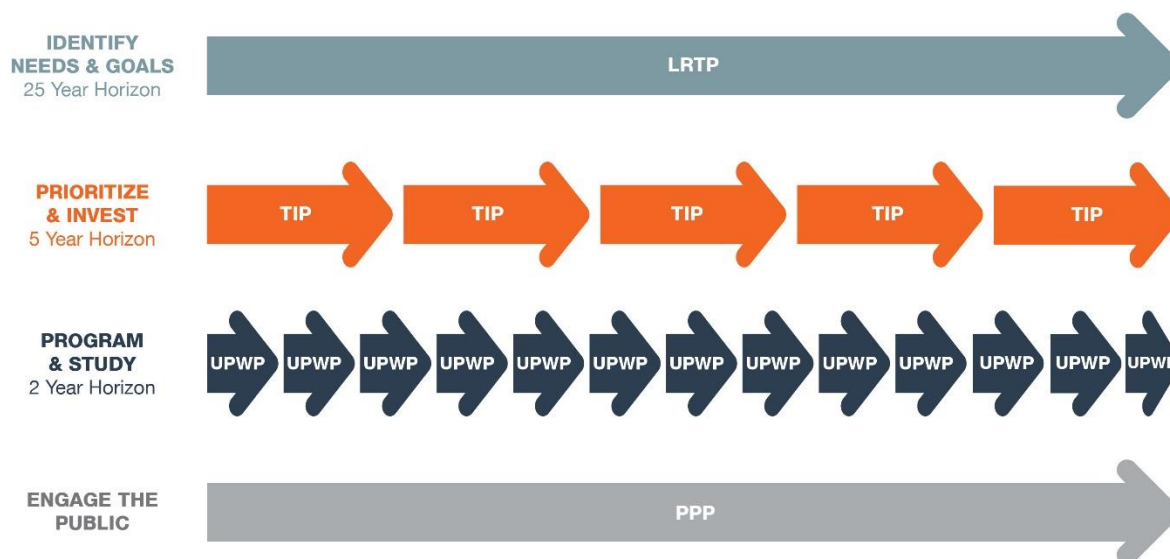


Figure 3. Planning Horizons for TPO Core Requirements



Task I: Short Range Federal & State Planning Requirements

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Previous Work

In FYs 2023 and 2024, the TPO completed the following.

- Miami-Dade TPO 2022 Annual Report and Miami-Dade TPO 2023 Annual Report
- SMART Plan/Program Progress Video
- Social Media Support to the Public Participation Plan (PPP) 2023
- Virtual Public Participation Events Support
- Transportation Improvement Program (TIP) Annual Development

A. Transportation Improvement Program (TIP)

The TIP is a five-year document consistent with the LRTP and all federally mandated statutory requirements and updated annually. It lists funded surface transportation projects within the next five years related to the improvement of intermodal transportation including transit, highway, aviation, seaport, non-motorized, freight, 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	Scope	Deliverable(s)	Completion
1	Review LRTP Priority II projects and develop a list of prioritized projects.	TPO Program Transportation Priorities	Annually by June
2	Coordinate with agencies and partners to compile and publish a listing of projects for which federal funds have been obligated in the preceding fiscal year.	Annual Obligation Listing	Annually by December
3*	Coordinate and develop the TIP. Coordination includes a 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	Annually by July
	Technical review and local analysis of Miami-Dade surface transportation improvements, update of the capital plan, and Quality Assurance/Quality Control (QA/QC) of data to include adding projects into the InteractTIP and performing an annual assessment of the tool. <i>DTPW Supported Effort:</i> <ul style="list-style-type: none"> • \$10,000 FY 2025 • \$10,000 FY 2026 	List of local transportation projects	Annually by July
4*	Assist with the development of the TIP, including assembly of the final document and ancillary materials, maintaining, and updating the InteractTIP Tool, and maintenance and tracking of amendments. Maintain, update and enhance InteractTIP database and website, (including project updates, Shapefiles,	InteractTIP Tool and website	Annually by July



Task I: Short Range Federal & State Planning Requirements

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Activities	Scope	Deliverable(s)	Completion
	ArcGIS, and website enhancements). Provide reporting functionality and project mapping. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$120,000 FY 2025 \$100,000 FY 2026 		
	Maintain ongoing activities to monitor and report on progress and status of programmed projects, including TIP amendments and modifications. Coordinate with Miami-Dade County to optimize the InteracTIP Tool with current mapping software and data storage options.	TIP amendments and modifications	As needed by partner agencies/ June 2026
	Administer the federally required 45-day public review period for the TIP prior to its adoption by the Miami-Dade TPO Governing Board. During the 45-day public review period, significant public outreach will be held, which will include virtual/in-person community outreach events.	45-Day review of the TIP	Annually prior to adoption

*TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year.

B. Unified Planning Work Program (UPWP)

The TPO's UPWP provides budgeting for transportation planning studies and provides an outline for potential projects that 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
5	Administer, monitor, and maintain the modification and amendment work, monitor expenses, &, etc. adopted FYs 2025 & 2026 UPWP as well as monitor the need for de-obligation funds for specified activities.	UPWP amendments and modifications	As needed
		Quarterly Progress Reports	Quarterly
		Invoices	Quarterly
6*	Develop, coordinate, and adopt the next two-year UPWP for FYs 2026/2027 and FYs 2027/2028. 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. 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	UPWP FYs 2027 & 2028	June 2026



Task I: Short Range Federal & State Planning Requirements

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Activities Cont.	Scope	Deliverable(s)	Completion
	and the FDOT MPO Program Management Handbook. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$80,000 FY 2026 		
7	Apply for, administer, and monitor federal and state grants to secure funds to achieve the implementation of the transportation planning work program.	Work / scopes / budgets	Annually
8	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 / interlocal agreements	Annually

*TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year.

C. Public Participation Plan (PPP)

As per the adopted PPP, Miami-Dade TPO's public involvement program enables continual involvement of the Miami-Dade County community in the TPO's transportation planning process. This subsection highlights the public involvement process as it relates to administrative procedures, ongoing 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
9	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 / supporting presentations and materials	June 2026
10	Update the TPO's PPP, when needed, to ensure new legislative modifications are incorporated to address any changes in public involvement strategies.	PPP	Upon release of new federal legislation
11*	Produce an Annual Report, which features yearly activities and accomplishments by the TPO and transportation partners. Work entails the collaboration with partners and internal TPO staff in the development of the theme, articles, and visual content as well as printing and mailing of the final document.	TPO Annual Report	Annually by March



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Activities Cont.	Scope	Deliverable(s)	Completion
	<i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$80,000 FY 2025 \$80,000 FY 2026 		
12*	Organize, host, and attend virtual/in-person community outreach events, peer exchanges, meetings, summits, special events, and conferences related to the transportation planning process. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$40,000 FY 2025 \$40,000 FY 2026 	Virtual/in-person	June 2026
13*	Host TPO Governing Board Summits, General Assembly, etc. Organize, plan, and administer these in-person events that will inform Miami-Dade TPO's priorities. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$120,000 FY 2025 \$120,000 FY 2026 	TPO Governing Board Summits / General Assembly / & etc.	June 2026
14*	Continued development and enhancement of the Equitable Transportation Assessment Planner (ETAP), which includes a suite of online interactive tools to assist in planning and identifying sociocultural demographics to develop an equitable transportation system for Miami-Dade County. The Miami-Dade TPO Executive Director may enter into an Interlocal Agreement with Florida International University (FIU) for the continued development of the ETAP. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$120,000 in FY 2025 for a 2-year Interlocal Agreement period 	ETAP	June 2026
15*	Manage the full spectrum of social media services that communicate 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. Postings of all TPO related meetings, studies, programs, and involvement in all speaking engagements and outreach opportunities. This includes photography in the field, graphics development, and reporting. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$50,000 FY 2025 \$50,000 FY 2026 	TPO social media content	June 2026
16*	Manage the TPO website. Theme development, posting of transportation planning process content, updating the document library, maintaining, and coordinating the hyperlinked transportation planning tools, and providing general maintenance. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$25,000 FY 2025 	TPO Website	June 2026



Task I: Short Range Federal & State Planning Requirements

Unified Planning Work Program FY 2025 and 2026

Activities Cont.	Scope	Deliverable(s)	Completion
	<ul style="list-style-type: none"> \$25,000 FY 2026 		
17*	Develop educational videos to disseminate information regarding the TPO's transportation planning process, including the advancement of the SMART Program. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$50,000 FY 2025 \$50,000 FY 2026 	Educational videos	June 2026
18	Attend applicable public involvement, ethics, Title VI, Americans with Disabilities Act (ADA), equity, and Environmental Justice (EJ) training to ensure the TPO remains in compliance with these mandates.	PPP compliance training	June 2026
19*	Public involvement technical support for the development of necessary creative content to assist in the communication of all TPO efforts including materials for TPO sponsored events, conference presentations, student educational outreach materials, related study/project fact sheets, etc. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$50,000 FY 2025 \$50,000 FY 2026 	Creative content including maps, graphics, fact sheets, student educational materials, etc.	June 2026
20*	Americans with Disabilities Act (ADA) compliance, including sign language interpreters, assistive listening devices, and/or materials in accessible format for various meetings/documents as requested. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$5,000 FY 2025 \$5,000 FY 2026 	ADA assistance	June 2026

*TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year.

D. Performance Management (PM)

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:

- Transit Performance Measures;
- Highway Performance Measures;
- Transportation Performance Management System Performance Report, and;
- TPO Performance Management Dashboard.



Task I: Short Range Federal & State Planning Requirements

Unified Planning Work Program FY 2025 and 2026

Activities Cont.	Scope	Deliverable(s)	Completion
21	Coordinate with transportation stakeholders throughout LRTP and TIP development to meet federal requirements on performance management, including: PM1 – Highway Safety (consistent with FDOT Vision Zero targets); PM2 – Bridge and Pavement; PM3 – System Performance & Freight Movement; State of Good Repair (SGR) and Transportation Asset Management (TAM); and Public Transportation Agency Safety Plan (PTASP), Produce document data sources and project prioritization processes and Greenhouse Gas (GHG) target. Coordination on the project prioritization and update on key performance indicators and targets on an annual basis.	Partner agency meeting summaries: Document established project prioritization process vis-à-vis performance categories	Annually as required by Federal guidelines: PM1, SGR, TAM, GHG, and PTASP. PM2 and PM3 targets are set on a staggered 2- and 4-year schedule
22	Continue the maintenance of the Geographic Information System (GIS) shapefiles/geodatabases that support the interactive tool on 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. Maintenance of geodatabase and online GIS tools, review, and update of performance targets consistent with target setting process.	Updated geodatabase with available data / InteracTIP Tool and TPO Dashboard / Updated performance targets	Annually
23	Biennial update of the TPO Transportation Performance Trends to provide a data-driven snapshot that assists in the TPO's planning efforts. Report to contain the most recent and available baseline transportation and land use data about Miami-Dade County and its multimodal transportation system	Updated performance trends report	December 2024

Carry Forward Activities

There are no carry forward activities from the previous UPWP funding cycle.



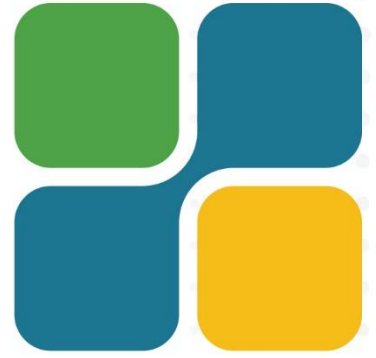
Task I: Short Range Federal & State Planning Requirements

Unified Planning Work Program FY 2025 and 2026

Table 8. Budget Summary – Task I: Short Range Federal & State Planning Requirements

Year 1: FY 2025				
Budget Category	FHWA		Local	FY 2025 Total
	PL ¹	SU	Local/ Miami-Dade County	
Personnel (salary and benefits)				
Salary	\$378,000		\$94,500	\$472,500
Fringe	\$124,200		\$31,050	\$155,250
County Service Fee	\$37,800		\$9,450	\$47,250
Consultants				
A.TIP	\$96,000		\$24,000	\$120,000
C. PPP	\$240,000	\$240,000	\$60,000	\$540,000
Other Departments				
A. TIP (DTPW)		\$10,000		\$10,000
FY 2025 Total	\$876,000	\$250,000	\$219,000	\$1,345,000
Year 2: FY 2026				
Budget Category	FHWA		Local	FY 2026 Total
	PL ¹	SU	Local/ Miami-Dade County	
Personnel (salary and benefits)				
Salary	\$403,200		\$100,800	\$504,000
Fringe	\$132,480		\$33,120	\$165,600
County Service Fee	\$40,320		\$10,080	\$50,400
Consultants				
A. TIP	\$56,000	\$30,000	\$14,000	\$100,000
B. UPWP	\$40,000	\$30,000	\$10,000	\$80,000
C. PPP	\$168,000	\$210,000	\$42,000	\$420,000
Other Departments				
A. TIP (DTPW)		\$10,000		\$10,000
FY 2026 Total	\$840,000	\$280,000	\$210,000	\$1,330,000

¹ FDOT uses toll credits as the “soft match” against FHWA PL Funds and SU Funds



Task II

LONG RANGE TRANSPORTATION PLAN

A. Long Range Transportation Plan (LRTP)





TASK II: LONG RANGE TRANSPORTATION PLAN

Responsible Agency: Miami-Dade TPO

Participating Agencies: Florida Department of Transportation (FDOT) and Florida's Turnpike Enterprise (FTE); Miami-Dade County Departments of Transportation and Public Works (DTPW), Regulatory & Economic Resources (RER), Aviation, and Seaport (PortMiami); South Florida Regional Transportation Authority (SFRTA); Expressway Authority; Miami-Dade County School Board; Southeast Florida Transportation Council (SEFTC); South Florida Regional Planning Council (SFRPC); 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 its needs and goals are identified. The LRTP is formally updated every five (5) years to maintain a minimum 20-year horizon at all times, there are ongoing administrative, development, and maintenance activities including performance monitoring, regional coordination, modeling, and data analysis. The LRTP is a federally required document. 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 TPO PPP's Equitable Transportation Assessment Planner (ETAP). Public engagement is carried out throughout the activities of this task. [Figure 3](#) shows planning horizons for the Miami-Dade TPO core requirements.

Previous Work

In FYs 2023 and 2024, the TPO began the development of the 2050 LRTP.

A. Long Range Transportation Plan (LRTP)

The LRTP is an essential part of an agency's transportation planning process. This document serves as the foundation for the development of the Transportation Improvement Programs (TIP). The LRTP prioritizes transportation needs and investments across all travel modes and facilities. Integrated into the LRTP update process is the Miami-Dade TPO's Congestion Management Process (CMP). The CMP is an ongoing 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 LRTP includes a financial plan that demonstrates how the adopted transportation plan can be implemented, indicates resources from public and private sources that are reasonably expected to be made available to carry out the plan, and recommends any additional financing strategies for needed projects and programs.



Task II: Long Range Transportation Plan

Unified Planning Work Program FY 2025 and 2026

The currently adopted 2045 LRTP shapes the transportation systems and alternatives, technological advancements, economic vitality, and environmental factors in Miami-Dade County through funded and prioritized transportation projects over 20+ years. The development of the 2050 LRTP, SMART M.A.P. (Mobility. Accessibility. Prosperity) 2050, is currently conducted in coordination with the development of the 2050 Regional Transportation Plan (RTP). Note the Miami-Dade TPO is the lead agency in developing the 2050 RTP. The LRTP addresses all federal, state, and local requirements.

Website: <https://miamidadetpolrtp2050.com/>

Activities	Scope	Deliverable(s)	Completion
1*	Continue the development of the 2050 LRTP such as coordinate with Standing Committees for local agencies 2050 LRTP. Coordinate with the 2050 Regional Transportation Plan (RTP).	2050 LRTP	On-going/As requested by partner agencies
	Review, evaluate and process 2050 LRTP amendments and/or modifications, as needed. Evaluate impacts of amendments and/or modifications to the 2050 LRTP, including financial feasibility and system performance elements, as needed. This activity ensures these amendments or modifications are compliant with federal, state, and local requirements.	LRTP amendments / modifications / Technical memorandums, presentations / fact sheets	
	Maintenance of the 2050 LRTP is necessary to provide an up-to-date version of the document at all times. Assist with the maintenance of the 2050 LRTP as it is amended or modified. Prepare updates to the 2050 LRTP according to the TPO Board approved amendments and modifications, maintain the current 2050 LRTP current website, and assist in evaluating amendments for compliance, as needed.	Updated 2050 LRTP / website maintenance / / technical memorandums as needed / performance tracking	June 2026
	Address LRTP issues as needed and provide information for decision making, including strategies to maintain the CMP.		
	Continue to conduct the performance tracking for the goals and objectives. <i>Consultant Supported Effort:</i>		
	<ul style="list-style-type: none"> • \$255,000 FY 2025 • \$60,000 FY 2026 		
2	Continue utilizing the ETDM planning screen to assess potential impacts on the LRTP.	Technical memorandums	As required by partner agencies

*TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year.



Task II: Long Range Transportation Plan

Unified Planning Work Program FY 2025 and 2026

Carry Forward Activities

Carry forward activities from the previous UPWP cycle for the Long Range Transportation Plan activities include:

- Continue and finalize the development of the 2050 LRTP, Task 1: Public Involvement, Task 3, 4 and 5: Congestion Management, Needs & Scenario Planning, Task 6 and 9: Efficient Transportation Decision Making (ETDM) Screening, Policy Recommendations and LRTP Documentation and Adoption, and Task 7 and 8: Revenue and Financial Resources and Cost Feasible Plan Development



Task II: Long Range Transportation Plan
Unified Planning Work Program FY 2025 and 2026

Table 9. Budget Summary – Task II: Long Range Transportation Plan

Year 1: FY 2025				
Budget Category	FHWA		Local	FY 2025 Total
	PL ¹	SU	Local/ Miami-Dade County	
Personnel (salary and benefits)				
Salary	\$201,600		\$50,400	\$252,000
Fringe	\$66,240		\$16,560	\$82,800
County Service Fee	\$20,160		\$5,040	\$25,200
Consultants				
A. LRTP	\$48,000	\$195,000	\$12,000	\$255,000
FY 2025 Total	\$336,000	\$195,000	\$84,000	\$615,000
Year 2: FY 2026				
Budget Category	FHWA		Local	FY 2026 Total
	PL ¹	SU	Local/ Miami-Dade County	
Personnel (salary and benefits)				
Salary	\$215,040		\$53,760	\$268,800
Fringe	\$70,656		\$17,664	\$88,320
County Service Fee	\$21,504		\$5,376	\$26,880
Consultants				
A. LRTP	\$48,000		\$12,000	\$60,000
FY 2026 Total	\$355,200		\$88,800	\$444,000

¹ FDOT uses toll credits as the “soft match” against FHWA PL Funds and SU Funds



Task III

TECHNICAL PROGRAMS

- A. SMART Program Plus
- B. Multimodal/Intermodal Planning: Transit, Freight, Bicycle & Pedestrian, Micromobility
- C. Federal, State, and Regional Planning and Coordination
- D. Transportation Planning Support
- E. Roadway/Highway Network
- F. Emerging Technologies
- G. Municipal Grant Program





Task III: Technical Programs

Unified Planning Work Program FY 2025 and 2026

TASK III: TECHNICAL PROGRAMS

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 Planning Association (APA); Florida Metropolitan Planning Organization Advisory Council (MPOAC); Florida Department of Transportation (FDOT); Florida's Turnpike Enterprise (FTE); Florida Department of Environmental Protection (FDEP); South Florida Regional Transportation Authority (SFRTA); Miami-Dade County Department of Transportation and Public Works (DTPW); Miami-Dade County Department of Regulatory and Economic Resources (RER); Broward Metropolitan Planning Organization (MPO); Palm Beach Transportation Planning Agency (TPA); South Florida Regional Planning Council (SFRPC); Treasure Coast Regional Planning Council (TCRPC); and 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 Program implementation, 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 Program; 2) incorporating all transportation modes—such as transit, vehicles, walking, bicycling, micromobility, 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 emerging technologies; and, 6) incorporating best practices for transportation/land use impact analysis techniques and procedures into the metropolitan transportation planning process to the fullest extent feasible.

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

Previous Work

In FYs 2023 and 2024, the TPO completed the following.

- Palmetto Bay Multi-Use Trail and SMART Program Connectivity Study
- Golden Glades Multimodal Transportation Facility Bike & Pedestrian Connectivity Study
- US-1 Multimodal and Roadway from Dadeland South to SW 344th Street Analysis
- Miami-Dade County COVID-19 Freight Impact Analysis
- US-1 Multimodal and Roadway between SW 27th Avenue and SW 72nd Street Analysis



Task III: Technical Programs

Unified Planning Work Program FY 2025 and 2026

- Connected Autonomous Vehicles Strategic Plan
- Climate Resiliency Study
- NW 215th Street Mobility Hub Study
- Safe Routes to School Infrastructure Plans
- Emerging Technologies Corridors Evaluation Study
- East-West Traffic Movements Analysis within the West Dade Planning Area
- 2023 Miami-Dade County Freight Plan
- First Last Mile Connectivity Services to Feed into the South Dade TransitWay
- US-1 Bicycle and Pedestrian Bridge Feasibility Study
- 2050 Bicycle-Pedestrian Master Plan
- Enhancing Safe Routes to School Program along the South Dade Trail Study
- SMART STEP Tri-Rail Bicycle and Pedestrian Needs Study
- Miami-Dade County Future Transit Corridors Evaluation
- 2050 Socioeconomic Data Development
- STOPS 2023 – Calibration - On Board Origin-Destination Survey

A.SMART Program Plus

The Strategic Miami Area Rapid Transit (SMART) Program activities support the implementation of the mass transit projects identified in the People's Transportation Plan (PTP). The SMART Program corridors will support the economic development activities of the County, including major events.

The SMART Demonstration Program projects are developed in partnership with FDOT, FTE, DTPW, 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 Program. The SMART Demonstration Projects support the advancement of SMART Program elements including first/last mile demonstration solutions, design and construction of new SMART Program express routes, new trolley service routes, on-demand service area routes, and transit service stations. The SMART Street Transportation Enhancement Program (STEP) also supports and facilitates interagency coordination and innovation with the goal of accelerated implementation of pedestrian and bicycle improvement projects that increase connectivity and enhance safety. The TPO is developing the 2050 LRTP, SMART M.A.P., where the expansion of mobility options is currently under development for the rollout of SMART Program Plus over the next 20 years.



Task III: Technical Programs

Unified Planning Work Program FY 2025 and 2026

Activities	Scope	Deliverable(s)	Completion
1*	<p>Provide technical support on the SMART Plan/Program activities/programs. Review documents and any other written/digital material, providing comments and technical support as needed.</p> <p><i>Consultant Supported Effort:</i></p> <ul style="list-style-type: none"> • \$480,000 FY 2025 • \$340,000 FY 2026. 	Spreadsheet depicting the activity completed as applicable	June 2026
2*	<p>Development of transit corridor plans and/or 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.</p> <p>Identify potential locations for improvements and develop mobility strategies to be applied. Maximize station accessibility through the improvement of the infrastructure or services at and around the transit stations, and the potential for transit-oriented communities (TOC) around the station of residential and employment opportunities that best support transit users.</p> <p><i>Consultant Supported Effort:</i></p> <ul style="list-style-type: none"> • \$150,000 FY 2025 • \$150,000 FY 2026 	Technical memorandums / TOD/TOC design guidelines / conceptual plans and presentations / Transit Corridor Plans	June 2026
3	<p>Compile and prepare status reports for all or any of the 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.</p>	Transit corridor progress / status reports	June 2026
4*	<p>Develop economic mobility and accessibility studies along potential new rapid transit corridors identified and/or system-wide. Including an inventory of existing conditions, accessibility gaps, a review of workforce economic mobility using corridor GIS coverages of employment centers, training centers, and demographic indicators of potential need.</p> <p><i>Consultant Supported Effort:</i></p> <ul style="list-style-type: none"> • \$150,000 FY 2025 • \$150,000 FY 2026 	Technical memorandums, recommendations / presentations	June 2026
5	<p>Evaluate roles and responsibilities for the implementation of rapid transit corridors and develop a Project Management Plan (PMP). Review and provide input on the plan outlining requirements and all functional areas of PMP to</p>	PMP for each SMART Plan/Program corridor as needed	June 2026



Task III: Technical Programs

Unified Planning Work Program FY 2025 and 2026

Activities	Scope	Deliverable(s)	Completion
	identify the roles and responsibilities for management, administration, staffing needs, planning, and scheduling activities for the implementation of the rapid transit corridors.		
6*	<p>Assess existing land use and develop future land use planning scenarios, including Transit-Oriented Community opportunities (TOC/TOD) along potential new rapid transit corridors. Analyze the results of previous land use studies to support the future rapid transit system and recommend land use policy regulation, law, and ordinances modifications for the rapid transit corridors that address the overall community vision, goals, and objectives. 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 an 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's overall vision, goal, and objective.</p> <p><i>Consultant Supported Effort:</i></p> <ul style="list-style-type: none"> • \$150,000 FY 2025 • \$150,000 FY 2026 	Technical Memorandums including Strategies Evaluation / Scenarios Development and Testing / Land Use Policy Regulations Recommendations / Visioning Plans	June 2026
7*	<p>Develop first and last mile (FLM) connectivity analysis for the SMART Program corridors and others as needed to understand the impact of the recent changes, including several new approved developments, the launch of the Better Bus Network, expansion of the MetroConnect on-demand services, and updated operating plans. Also, assess economic, equity, and social impacts/benefits, public support and coordination, land uses, and policies—including commercial — and funding, to provide analysis of regional strengths, weaknesses, opportunities, and implementation strategies. Evaluate the interrelationship between each corridor in the SMART Program, assessing short, medium, and long-term opportunities to enhance SMART Program connections to a more fully integrated system. Perform analysis associated with the interrelationship of each corridor selected Locally Preferred Alternative (LPA) mode and supporting land use. Evaluate short, medium, and long-term improvements to be advanced for the implementation of the SMART Program. Develop a systemwide economic model using appropriate and</p>	Technical Memorandums / Reports / Comprehensive Economic Development Plan / Presentations	June 2026



Task III: Technical Programs

Unified Planning Work Program FY 2025 and 2026

Activities	Scope	Deliverable(s)	Completion
	<p>available tools and analysis of potential economic impacts/benefits. Perform quantitative analysis of transit expansion impact on economic activity and evaluate potential economic development growth. Coordination with DTPW, FDOT & RER.</p> <p><i>Consultant Supported Effort:</i></p> <ul style="list-style-type: none"> • \$150,000 FY 2025 • \$150,000 FY 2026 		
8*	<p>Maintenance of the SMART Congestion Management Dashboard (CMD) to track real-time mobility travel data tool to accelerate and support the decision-making process of the SMART Program. Updates/additions to the information/data metrics/performance measures on the tool, as needed.</p> <p><i>Consultant Supported Effort:</i></p> <ul style="list-style-type: none"> • \$100,000 FY 2025 • \$100,000 FY 2026 	Maintenance SMART CMD	June 2026
9*	<p>Use visualization tools to enhance/support the implementation of rapid transit corridors. Prepare an assortment of visualization tools to communicate to the public and elected officials the planning and conceptual design work elements. Create unique visions, themes, or environments of sustainable, transit-supportive urban design framework.</p> <p><i>Consultant Supported Effort:</i></p> <ul style="list-style-type: none"> • \$25,000 FY 2025 • \$25,000 FY 2026 	Web based tools / GIS / presentations, illustrations / digital newsletters and fact sheets / animations of pre/post conditions / renderings / videos / posters /other advanced techniques	June 2026
10	<p>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.</p>	Cost estimates, spreadsheets / tables	June 2026
11*	<p>Prioritize and manage funds and revenues to support the implementation, operation, and maintenance of the rapid transit corridors, to continue the growth of the transit network as a sustainable system. Provide financial and fiscal analysis to support the rapid transit corridors efforts. Coordinate and assist with interagency financial working groups to implement individual corridor implementation plans.</p> <p>Develop financial strategies and mechanisms for the implementation of the rapid transit corridors and provide a road map for the advancement of financially sustainable rapid transit corridors. Recommendations for financial strategies, financial</p>	Financial/Capital Plan / Technical memorandums / presentations	June 2026
		Strategic Implementation Plan / Financial Models	June 2026



Task III: Technical Programs

Unified Planning Work Program FY 2025 and 2026

Activities	Scope	Deliverable(s)	Completion
	analyses, financial implementation plan, presentations, and technical memorandums. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$100,000 FY 2025 \$100,000 FY 2026 		
12*	Develop, update, and review corridor/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, update and calibrate a Miami-Dade STOPS model to support the SMART Program Corridors ridership forecasts funding applications for FTA's New Starts program. Continue the completion of Phase 2 calibration of the current year Miami-Dade STOPS model to support the SMART Program Corridors ridership forecasts as needed. Provide TPO with in house capabilities to be able to conduct analysis in-house for future SMART Program- corridor planning efforts. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$335,000 FY 2025 	Corridor/ Scenario Ridership Forecast / Completed calibrated Current Year STOPS Model	June 2026
13	Conduct public engagement and outreach activities to support rapid transit corridors. Develop and manage Public Involvement efforts including Public Information Plan (PIP) for the rapid transit corridors. Secure a suitable location(s)/platform to conduct public virtual 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 generate ideas with facilitators working with participants. Create, refine, and illustrate conceptual plans within the study area.	Virtual / Public charrettes / workshops / reports	June 2026
		PIP	June 2026
		Written / digital outreach materials	June 2026
14*	Develop, coordinate, and implement pilot projects that advance elements of rapid transit corridor plans and strategic transportation initiatives and support public engagement efforts with partner agencies for rapid transit corridor Plan Demonstration projects and SMART Street Transportation Enhancements Program (STEP) as part of the first/last mile network and complete streets concepts in Miami-Dade County. Including but not limited to the development of drawings/renderings for implementation of the pilot projects, from conceptual design through permit documents, evaluation, and analysis of SMART STEP 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	Technical reports / coordination / presentations / public involvement / renderings / project application / delivery	Annually/June 2026



Task III: Technical Programs

Unified Planning Work Program FY 2025 and 2026

Activities	Scope	Deliverable(s)	Completion
	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. <i>Consultant/DTPW Supported Effort:</i> <ul style="list-style-type: none"> • \$260,000 FY 2025 • \$150,000 FY 2026 		
15	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

*TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year.

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

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.
- 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. Continue coordination with the Bicycle Pedestrian Advisory Committee (BPAC) as a forum to discuss non-motorized needs.
- Non-motorized: Micromobility – Shared-use fleets of small, fully, or partially human-powered vehicles such as bikes, e-bikes, and e-scooters. These vehicles are generally rented through a mobile app or kiosk, are picked up and dropped off in the public right-of-way and are meant for short point-to-point trips.
- 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 continuous coordination with the Freight Transportation Advisory Committee (FTAC) as a forum to discuss freight needs.

Activities Cont.	Scope	Deliverable(s)	Completion
16	The Transportation Alternatives (TA) Program is a set-aside of the Surface Transportation Block Grant (STBG) Program. Projects that are eligible for funding through TA include bicycle and pedestrian	Transportation Alternatives Program LOPP	Annually



Task III: Technical Programs

Unified Planning Work Program FY 2025 and 2026

Activities Cont.	Scope	Deliverable(s)	Completion
	facilities, vegetation management, environmental mitigation, and the rehabilitation of historic transportation facilities. Coordinate with FDOT to solicit proposals to be recommended for inclusion in the List of Program Priorities (LOPP).		
17*	<p>Work with the Miami-Dade County Public Schools Community Traffic Safety Team (CTST) on related activities to identify, prioritize, and develop and support applications for Safe Routes to School (SRTS) infrastructure improvements or other available federal, state and local program and/or initiative. Coordinate with DTPW, School Board or any other agency as needed to identify projects. For the public schools (Elementary, Middle, and High) selected by 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 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 and not eligible for SRTS funding will be identified, summarized by the school and responsible agencies, 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.</p> <p><i>Consultant Supported Effort:</i></p> <ul style="list-style-type: none"> • \$120,000 FY 2025 • \$120,000 FY 2026 	Prioritization / Funding Applications / Infrastructure Plans / Construction Support	Annually
18*	<p>Continue plans review for Americans with Disabilities Act (ADA) required infrastructure improvements.</p> <p><i>DTPW Supported Effort:</i></p> <ul style="list-style-type: none"> • \$33,000 FY 2025 • \$33,000 FY 2026 	Cost estimates, Prioritized Work Orders / Construction Support /Final Inspections	Quarterly
19	Support transit initiatives by reviewing major and/or annual 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 2026
20	Support obtaining national or other strategic designations for intermodal facilities such as ports, transit hubs, and major roadways.	Letters of support / Technical support	As requested by partner agencies
21	TPO's role is to provide coordination, input, and recommendations on the freight efforts through	Technical support / coordination /	June 2026



Task III: Technical Programs

Unified Planning Work Program FY 2025 and 2026

Activities Cont.	Scope	Deliverable(s)	Completion
	FTAC. Coordinate with FDOT District Coordinator on FDOT District 6 initiatives (Sub-Area Freight efforts, various federal grant applications), MPOAC Freight Priorities Program, etc. to be reviewed by FTAC.	supporting documents and recommendations / technical reports	
22	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 2026
23	Perform mobility studies to determine multimodal transportation needs including but not limited to bicycle, pedestrian, transit, micromobility, complete streets, protected intersections, first/last mile initiatives, trail master plans, emerging technologies, and other mobility initiatives to support the metropolitan planning process.	Various mobility and transportation studies	As requested by TPO and/or partner agencies/June 2026
24	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 Days. Annual participation in the review of the Transportation Alternatives (TA) program, Safe Routes to School, and Municipal Grant Program.	Supporting documents and recommendations, and technical reports	June 2026
25	This Safe Streets Summit (SSS) is a regional collaboration between the Miami-Dade Transportation Planning Organization, the Broward Metropolitan Planning Organization, and the Palm Beach Transportation Planning Agency, 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 all users. Participate in the development and review of materials for the regional events in 2025 (Palm Beach TPA) and 2026 (Broward MPO).	Review of the materials for the SSS including conference press releases, venue contract, mobile workshop program, organization and management tools, and general management and organization	June 2026

*TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year.



C. Federal, State, and Regional Planning and Coordination

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 American Association of State Highway Transportation Officials (AASHTO), Association of Metropolitan Planning Organizations (AMPO), and National Association of Regional Councils (NARC), which serve 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 is consistent with updates to the FDOT Strategic Intermodal System (SIS). The FTP is the single overarching statewide plan guiding Florida's transportation future and is developed by—and provides 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 Southeast Florida Transportation Council (SEFTC) is the formal partnership between the three (3) 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:

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

Regional planning activities are performed to support the 2050 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. The 2050 RTP is consistent with Miami-Dade TPO's adopted 2050 Long Range Transportation Plan (LRTP) as well as Broward and Palm Beach's Long Range Plans, respectively. To ensure a consistent planning effort with continuity across county boundary lines, regional planning activities also support a regional performance measures evaluation and are conducted through coordination with regional partners and organizations.

The Florida Model Task Force (MTF) establishes policy directions and procedural guidelines for transportation modeling in Florida using the Florida Standard Model, FSUTMS. The Model Task Force formed four committees. Model Task Force Committees are: Communicating the Value of



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Forecasting Tools, Communicating through Visualization, Short-Term Predictive Analyses, and New Data. Each committee will complete specific tasks in the next 8 to 10 months and complete them by next year's MTF meeting.

The Miami-Dade TPO participates in ongoing coordination with MTF by being a member of the committees mentioned above addressing Federal and State planning requirements as they relate to transit planning.

Activities Cont.	Scope	Deliverable(s)	Completion
26	Coordinate to expand use of forecasting tools and improve visualization and analysis within transit modeling within Florida, to address Federal and State planning requirements as they relate to transit planning.	Meetings, supporting materials	Quarterly
27	Coordinate, participate, and work cooperatively on regional transportation plans and issues with the SFRTA.	Meetings, supporting materials	Quarterly through PTAC
28	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
29	Coordinate, review, and recommend Transportation Regional Incentive Program (TRIP) priorities for adoption by the SEFTC and transmittal to FDOT.	Updated TRIP Priority List	Annually through SEFTC
30	Participate and coordinate with transportation partners through statewide and national committees and organizations.	Meetings, presentations, and supporting materials	June 2026
31*	SFRPC to provide technical support and/or perform various technical analyses and/or studies to support regional planning efforts. <i>SFRPC Supported Effort:</i> <ul style="list-style-type: none"> \$50,000 FY 2025 	Studies, technical reports, presentations, technical memorandums	June 2026
32	Provide administrative and technical support for activities associated with SEFTC, its technical advisory committee, and subcommittees.	Meetings, supporting materials	Quarterly

*TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year.

D. Transportation Planning Support

The transportation planning activities support both the technical program support/data collection and the General Planning Consultant (GPC) efforts. This includes the coordination of long and short-range land use and demographic data collection within 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). The TPO has a rotation of nine (9) consulting firms which comprise the General Planning Consultant (GPC) pool to assist staff in conducting transportation planning-related activities. These consultants are selected for a three (3) year contract term, with two (1) year renewal option reaching a maximum five (5) year term through a



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competitive selection 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
33	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	As requested by partner agencies and/or TPO /June 2026
34	Assessment of Transit Oriented Development (TOD) analysis and Land Use scenarios for existing and future conditions to support the future rapid transit system.	Transit supportive land use studies	As requested by partner agencies and/or TPO / June 2026
35*	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. <i>Consultant Supported Effort</i> • \$150,000 FY 2026	Socioeconomic dataset	As requested by TPO or partner agencies
36	Review 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 travel demand model and/or census update as needed.	Updated MAZ/TAZ Boundaries	As requested by RER
37	Update data collection methodology for non-motorized traffic counts to match latest available technologies and international/nationwide best practices. This task includes assessing the feasibility of 75 previous traffic count locations used in 2018, as well as evaluating 25 new potential traffic count locations countywide.	Bicycle/Pedestrian data and reports	As needed by TPO since last count took place in 2018
38*	Collect non-motorized and micromobility traffic count data through 100 traffic monitoring stations throughout Miami-Dade County. This task includes coordinating with municipal, county, and state agencies, as well as regional transit agencies to evaluate multimodal connectivity countywide..	Bicycle/Pedestrian data and reports	As requested by partner agencies and/or TPO, by CY
	Collect vehicular traffic counts at 591 stations sites for the calendar year 2025, and 400 for the calendar year 2026, and partial 2027. Convert raw data to Average Weekday Daily Traffic (AWDT). Prepare and maintain a database containing historical traffic counts stations. Coordinate with RER and DTPW stations to be counted each year.	AWDT for the stations counted, Traffic Count trends and historical database	Annually, by calendar year (CY)



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Activities Cont.	Scope	Deliverable(s)	Completion
	<p><i>DTPW Supported Effort:</i></p> <ul style="list-style-type: none"> • \$103,725 FY 2025 • \$103,725 FY 2026 		
	Conduct Road Safety Audits and review data on the locations/intersections with Miami-Dade County related to the Vision Zero initiatives.	Road Safety Audit Reports	June 2026
39*	<p>Support ongoing transportation planning initiatives by supporting the development of alternative land use scenarios, providing technical reports and data, and reviewing transportation-related projects/activities for consistency with metropolitan plans and policies.</p> <p><i>RER Supported Effort:</i></p> <ul style="list-style-type: none"> • \$50,000 FY 2025 	Alternative Land Use scenarios / technical reports / data	As requested by partner agencies and/or the public
40*	<p>Identify professional planning services, as needed, in support of the metropolitan planning process – 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, micromobility safety studies, resiliency studies, materials for virtual/public meetings, charrettes, workshops, recorded transcripts of meetings, oral briefings, preparation of photographic or rendered graphics, printing of documents, videos, graphic displays, posters, training and development, technical reports, developing manuals, public-private partnership efforts, reversible lanes studies, mobility solutions, Transit Oriented Communities (TOC) evaluations, bicycle/pedestrian, compliance, emerging technologies, freight, master plans, and summit or major outreach/event efforts. Assistance in preparing FHWA Grant Programs application.</p> <p><i>Consultant Supported Effort:</i></p> <ul style="list-style-type: none"> • \$1,477,155 FY 2025 • \$1,400,110 FY 2026 	TPO Board requests as a deliverable / Scopes of Work (SOW)	June 2026
41	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 SOW	June 2026
42	As part of the SMART STEP Program, assess bicycle and pedestrian needs at all Metrorail Stations and at all BRT Stations along the South Dade Transitway Corridor for the implementation of pedestrian and bicycle improvement projects. This effort includes documenting pedestrian and bicycle infrastructure needs to improve multimodal travel surrounding those transit hubs.	Bicycle/Pedestrian data and reports	June 2026



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Activities Cont.	Scope	Deliverable(s)	Completion
43	Assess the feasibility of bikesharing needs in the Cities of Miami Beach, Miami, and Aventura to evaluate potential expansion of services. This task includes linking regional points of interest with potential bikesharing stations to ensure adequate coverage of service.	Feasibility of Bikesharing Expansion Report	June 2026
44	Develop feasibility evaluations for the proposed SMART Trail routes as needed basis as a continuation of the SMART Trail Master Plan effort to advance these proposals in the development process.	Bicycle/Pedestrian data and reports	June 2026
45	Continuing to support the Bicycle Friendly Miami-Dade Program, which is part of the League of American Bicyclists' Bicycle Friendly America (BFA) Program, providing recognition and guidance to various entities including states, communities, universities, and businesses on their efforts towards bicycle friendliness. This task includes hosting the Miami-Dade County Bicycle Friendly Summit to disseminate information for and discuss the process of applying for a Bicycle Friendly Designation.	Bicycle Friendly Summit	June 2026
46	Performing a Senior Living Facilities Road Safety Audit to update findings resulting from the effort performed in 2019 as part of the Miami-Dade TPO's Aging Road Users Strategic Safety Plan published in 2017. This task also includes developing recommendations for safety improvements at several senior living facilities.	Senior Living Facilities Road Safety Audit	June 2026

*TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year.

E.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
47	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



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Activities Cont.	Scope	Deliverable(s)	Completion
48	Perform/update analyses 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 2026
49	Perform/update analyses to support highway system connectivity across and between modes for people and freight in Miami-Dade County. Multimodal Level of service (MMLOS) conditions include State and County facilities, and intersection improvements.	Technical reports, presentations, technical memorandums	June 30, 2026

F. Emerging Technologies

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 Miami-Dade TPO's LRTP by 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
50*	Develop conceptual planning studies related to Advanced Air Mobility (AAM) and or/ any other new and emerging tech related technologies to establish the framework of an AAM network in Miami-Dade County. AAM is a rapidly-emerging, new sector of the aerospace industry which aims to safely and efficiently integrate highly automated aircraft into the National Airspace System (NAS). Complete feasibility analysis for AAM operating locations within the County, associated infrastructure needs, and recommended next steps. Specific tasks may include an analysis of consumer demand, evaluation of potential vertiport locations and land use compatibility, stakeholder outreach, and development of a final report and executive summary. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$150,000 FY 2025 	Technical support / coordination / technical reports, multimodal studies / strategic plans / feasibility studies for the deployment of emerging technologies	As requested by TPO and/or partner agencies/June 2026
51	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.	Technical reports / coordination / and presentations / public involvement / project application / and delivery	As requested by TPO Task Forces and/or partner agencies/June 2026



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Activities Cont.	Scope	Deliverable(s)	Completion
52	Provide technical support for planning activities to address future planning emphasis areas set by state, federal, and local agencies. Review areas of emphasis and current developments in technology and communications related to transportation as needed and implement/integrate emphasis areas in planning processes.	Technical reports, coordination / presentations / public involvement / project application / and delivery	As requested by TPO and/or partner agencies/June 2026

*TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year.

G. Municipal Grant Program

The Municipal Grant Program (MGP) is used by the TPO to prioritize and program planning studies in Miami-Dade County. The following list is a representation of proposed studies that may be considered for the MGP. The goal of this program is to 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 MGP promotes the implementation of methods and solutions that lead to transit accessibility and congestion relief, as well as encourages Miami-Dade municipalities to participate in a competitive program for transportation planning studies and plans that assist with mobility, safety, and accessibility.

Provide technical or coordination assistance for selected MGP studies, plans, and/or ideas, to municipal partners, as applicable, including the following studies:

Activities Cont.	Scope	Deliverable(s)	Completion
53	Program Administration for the Municipal Grant Program, including compiling contract documents for review and execution, tracking municipal progress, reviewing and processing invoices and coordinating final presentations to appropriate TPO citizen and technical committees.	Technical Reports / Coordination / Presentations	June 2026
54	Mobility Plan for Uptown Aventura The mobility plan will examine current and emerging technologies for “last mile” transportation, recommend specific street patterns, street cross-sections and off-street travel paths for intra-city alternative travel modes, provide cost estimates, implementation measures, all in coordination with anticipated zoning code changes. In addition, the mobility plan will identify the necessary multimodal improvements to support travel to/from rapid transit to facilitate	Technical Reports / Coordination / Presentations	June 2026



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Activities Cont.	Scope	Deliverable(s)	Completion
	multimodal connectivity, increase nonmotorized access, and identify infrastructure needs associated with achieving a walkable and livable community.		
55	Rickenbacker Causeway/Crandon Blvd Traffic and Mobility Solutions Project The Mobility Solutions Project will create effective SOPs for managing traffic during special events and high-traffic weekends as well as identify potential infrastructure requirements. Objectives include collecting real-time vehicle traffic and multi-modal information during peak times, analyzing historical data, and providing recommendations for traffic management strategies in collaboration with the multiple regional stakeholders of the Rickenbacker Causeway and Crandon Boulevard.	Technical Reports / Coordination / Presentations	June 2026
56	Miami Gardens Complete Streets Action Plan Miami Gardens Action Plan will include pedestrian and bicycle counts on key corridors, complete streets projects evaluation and budgeting process which will culminate in a 5-year prioritized complete streets project list. Projects will be prioritized using a scoring system consistent with the City's concerns and implementation will be facilitated through a dashboard.	Technical Reports / Coordination / Presentations	June 2026
57	Miami Lakes Comprehensive Transportation Master Plan Miami Lakes Comprehensive Transportation Master Plan will ensure safety and mobility for all, enhance the quality of life for residents and visitors and establish an implementation for each selected project. The scope of work includes public involvement, data collection, needs assessment report with key findings, and project list development.	Technical Reports / Coordination / Presentations	June 2026



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Activities Cont.	Scope	Deliverable(s)	Completion
58	FIU North Campus/Biscayne - North Miami Beach TOD Master Plan The TOD Master Plan will provide the basis for proper planning of the new station area in order to guide appropriate multimodal infrastructure investment as well as create new land development regulations conducive to creation of an appropriate transit-oriented development district. Scope will include public engagement, multimodal and safety analysis, and adoption.	Technical Reports / Coordination / Presentations	June 2026
59	Palmetto Bay Multi-Modal Transportation Master Plan The objective of the Multi-Modal Transportation Master Plan is to improve community connectivity, safety, and resilience. To achieve this, we have outlined key goals, including identifying short, medium, and long-term transportation needs, implementing Vision Zero strategies to reduce fatal and severe injury crashes, promoting higher average vehicle occupancy, encouraging the use of alternative transportation modes, leveraging technology for improved traffic operations, fortifying infrastructure resilience, and fostering partnerships for educational programs.	Technical Reports / Coordination / Presentations	June 2026
60	South Miami Ludlam Trail Cyclist & Pedestrian Connectivity Study The goal of the Study is to create access to the Ludlam Trail for residents from the east of the Trail and access to points of interests/destinations within South Miami for future Ludlam Trail users. Scope will include existing conditions data collections, alternatives analysis, public involvement and develop a recommended alternative.	Technical Reports / Coordination / Presentations	June 2026
61	West Miami's Complete Streets Bicycle & Pedestrian Safety Plan The goal of West Miami's Complete Streets Bicycle and Pedestrian Safety Plan is to provide the residents of West Miami, local stakeholders and our neighboring communities with a comprehensive complete street plan which will provide a plan to make improvements and increase connectivity to roadways for bicyclists and pedestrians. An additional goal is to enable safe access to the newly proposed Ludlam Trail, located on SW 72nd Avenue - just outside of West Miami and runs the entirety of the City. The objective of this study is to reduce reliance on	Technical Reports / Coordination / Presentations	June 2026



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Activities Cont.	Scope	Deliverable(s)	Completion
	single-occupant vehicles, improve connectivity, support future bus rapid transit, increase access to transit, reduce traffic congestion and improve safety and provide connectivity to schools, bike path, parks and other services needed for daily life activities using best practices and implementing digital technological enhancements for an innovative approach.		

MGP Total Award Amount \$570,000 FY 2025

Carry Forward Activities

Carry forward activities from the previous UPWP cycle for technical program activities include:

- South Dade Trail Corridor Connections Feasibility Study
- Miami Downtown Transportation Master Plan Update
- Feasibility Implementing Waterbone Transportation Network
- SMART STEP Assessment along NW 67th Avenue/W 12th Avenue between W 74th Street. & NW 169th Street
- Street Transportation Enhancement Program (STEP)
- Feasibility of Implementing Direct Transit Service Connecting Miami International Airport with PortMiami
- Development of Financial Scenarios for the SMART Program 2024
- SMART Program 2023 STOPS Model Calibration and Testing
- Municipal Grant Program (MGP)
- Municipal Grant Program (MGP): Palmetto Bay Multi-Modal Transportation Master Plan



Task III: Technical Programs

Unified Planning Work Program FY 2025 and 2026

Table 10. Budget Summary – Task III: Technical Programs

Year 1: FY 2025				
Budget Category	FHWA		Local	FY 2025 Total
	PL ¹	SU	Local/ Miami-Dade County	
Personnel (salary and benefits)				
Salary	\$715,681	\$497,000	\$178,920	\$1,391,601
Fringe	\$235,152	\$163,300	\$58,788	\$457,240
County Service Fee	\$71,568	\$49,700	\$17,892	\$139,160
Consultants				
A. SMART Plan & Programs ²	\$640,000	\$1,100,000	\$160,000	\$1,900,000
B. Multimodal/ Intermodal Planning		\$120,000		\$120,000
D. Transportation Planning Support ²	\$928,800	\$316,155	\$232,200	\$1,477,155
F. Emerging Technologies	\$6,304	\$142,120	\$1,576	\$150,000
G. Municipal Grant Program ²	\$160,000	\$370,000	\$40,000	\$570,000
Other Departments				
B. Multimodal/Intermodal Planning (DTPW)		\$33,000		\$33,000
C. Federal, State, and Regional Planning and Coordination (SFRPC)		\$50,000		\$50,000
D. Transportation Planning Support (DTPW)		\$103,725		\$103,725
D. Transportation Planning Support (RER)		\$50,000		\$50,000
FY 2025 Total	\$2,757,505	\$2,995,000	\$689,376	\$6,441,881



Task III: Technical Programs

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Year 2: FY 2026				
Budget Category	FHWA		Local	FY 2026 Total
	PL ¹	SU	Local/ Miami-Dade County	
Personnel (salary and benefits)				
Salary	\$1,209,600		\$302,400	\$1,512,000
Fringe	\$397,440		\$99,360	\$496,800
County Service Fee	\$120,960		\$30,240	\$151,200
Consultants				
A. SMART Plan & Programs ²	\$128,800	\$1,154,000	\$32,200	\$1,315,000
B. Multimodal/ Intermodal Planning		\$120,000		\$120,000
D. Transportation Planning Support ²	\$312,668	\$1,159,275	\$78,167	\$1,550,110
Other Departments				
B. Multimodal/Intermodal Planning (DTPW)		\$33,000		\$33,000
D. Transportation Planning Support (DTPW)		\$103,725		\$103,725
FY 2026 Total	\$2,169,468	\$2,570,000	\$542,367	\$5,281,835

¹ FDOT uses toll credits as the “soft match” against FHWA PL Funds and SU Funds

² These funds satisfy the requirements for the 2.5% PL set aside for Complete Streets planning, [\[§ 11206\(b\)\]](#). The total amount of funds used by the TPO for Complete Streets Planning for FY 2025 is \$1,260,000 of \$5,545,665 PL, and for FY 2026 is \$441,468 of \$5,632,028 PL. 2.5% of the total PL allocation for FY 2025 is \$138,641 and FY 2026 is \$140,800.



Task IV

Shared Regional Tasks

- A. Southeast Regional Planning Model (SERPM)
Development and Maintenance





Task IV: Shared Regional Tasks

Unified Planning Work Program FY 2025 and 2026

TASK IV: SHARED REGIONAL TASKS

Responsible Agency: Miami-Dade TPO

Participating Agencies: Florida Department of Transportation (FDOT); Broward Metropolitan Planning Organization (MPO); and Palm Beach Transportation Planning Agency (TPA)

Purpose

This section outlines activities that support federal, state, regional and local planning responsibilities that the Miami-Dade TPO will be leading the development of the 2050 Regional Transportation Plan (RTP) and participate in to support the development of Southeast Regional Planning Model (SERPM) Version 10 and the metropolitan transportation planning process.

Previous Work

In FYs 2023 and 2024, the TPO completed the following.

- On-going travel demand modeling efforts related to SERPM 8 maintenance

A. Southeast Regional Planning Model (SERPM)

Development and Maintenance & Regional Transportation Plan (RTP) Development

The SERPM is a modeling tool that 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 cover the following activities:

- a) On-going travel demand modeling efforts related to SERPM 9 maintenance (Activity 1),
- b) Future tasks to support the next generation of SERPM, also referred to as SERPM 10 (Activities 2 and 3),

The Broward, Palm Beach, and Miami-Dade MPOs comprising the Miami Urbanized Area are collaborating on various fronts including the development of the 2050 RTP for Southeast Florida. The 2050 RTP identifies the most significant transportation investments needed to meet growing travel demands throughout the Southeast Florida region. The RTP is coordinated with the three MPOs through SEFTC and RTTAC. The Miami-Dade TPO is serving as the administering agency for the 2050 RTP.

The regional partners agree to fund and lead the activities as previously defined in the MOUs.



Task IV: Shared Regional Tasks

Unified Planning Work Program FY 2025 and 2026

Activities	Scope	Deliverable(s)	Completion
1	FDOT will be leading this activity. 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 2026
		In-house computer equipment to perform SERPM simulations and analyses	June 2026
2*	FDOT will be leading this activity. Develop an activity base model, SERPM Version 10, 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 make the model available to support the 2050 LRTP plan and 2050 RTP updates. <i>Consultant Supported Effort:</i> <ul style="list-style-type: none"> \$100,000 FY 2026 	Model estimate and Design Report Data Collection / Compilation / Development Report	June 2026
		Model Calibration / Validation / Sensitivity Test Plan	June 2026
		SERPM networks / Model User Guide / Model training and support / SERPM along with all its scripts and program codes developed for the project.	June 2026
3	The Miami-Dade TPO will be leading this activity. 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

*TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year.

Carry Forward Activities

There are no carry forward activities from the previous UPWP funding cycle.



Task IV: Shared Regional Tasks

Unified Planning Work Program FY 2025 and 2026

Table 11. Budget Summary – Task IV: Shared Regional Tasks

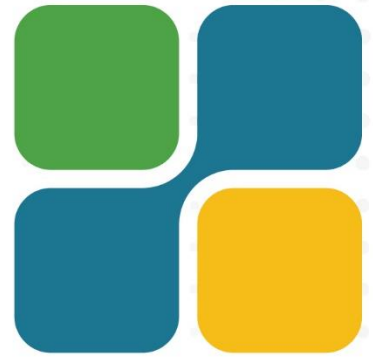
Year 2: FY 2026				
Budget Category	FHWA		Local	FY 2026 Total
	PL ¹	SU	Transfer from FDOT/Broward MPO/Palm Beach TPA	
Consultants				
SERPM 10 Development		\$100,000	\$400,000	\$500,000
FY 2026 Total		\$100,000	\$400,000	\$500,000

¹ FDOT uses toll credits as the “soft match” against FHWA PL Funds and SU Funds

Table 12. Funding Sources for Shared Regional Tasks with Partner Agencies

Year 2: FY 2026				
Budget Category	FHWA		State	FY 2026 Total
	PL ¹	SU	DS	
Activities 2 & 3: SERPM 10 Development				
Lead Agency: FDOT D4			\$250,000	\$250,000
FDOT D6				
Miami-Dade TPO		\$100,000		\$100,000
Broward MPO		\$85,000		\$85,000
Palm Beach TPA		\$65,000		\$65,000
FY 2026 Total		\$250,000	\$250,000	\$500,000

¹ FDOT uses toll credits as the “soft match” against FHWA PL Funds and SU Fund



Task V

TPO Administration

- A. TPO Program Support
- B. TPO Board Support
- C. Transportation Disadvantaged (TD)
Planning Grant Program





Task V: TPO Administration

Unified Planning Work Program FY 2025 and 2026

TASK V: TPO ADMINISTRATION

Responsible Agency: Miami-Dade TPO

Participating Agencies: Florida Commission for the Transportation Disadvantaged (CTD); Florida Department of Transportation (FDOT); Florida Department of Environmental Protection (FDEP); Miami-Dade County (MDC); South Florida Regional Transportation Authority (SFRTA); and Local Municipalities

Purpose

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

Previous Work

In FYs 2023 and 2024, the TPO completed the following.

- Daily administrative activities to support the TPO Program, TPO Board, and Transportation Disadvantaged (TD) Planning Grant Program.

A.TPO Program Support

These activities provide financial support for both daily administrative activities and operational services. Daily administrative activities include office expenses, administrative documents, 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. The TPO will utilize the federal standard travel and per diem rates and processes for all activities herein.

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. Work with the Office of Department of Emergency Management (DEM) process and action items identifies the TPO Health Emergency Command Group and preventative measures and tips with important links and resources.	COOP	Annually by Calendar Year



Task V: TPO Administration

Unified Planning Work Program FY 2025 and 2026

Activities	Scope	Deliverable(s)	Completion
2	Maintain the TPO program via administrative services and management activities such as purchasing office supplies and receiving services from Internal Services Department (ISD), Information Technology Department (ITD), and outside vendors/suppliers, online survey application software, copier/printer leasing, office furniture and equipment, process payments for telephone fees, database charges, maintenance, service tickets, storage, and board member/staff travel to transportation-related workshops/training/ conferences/ meetings/etc.	Office equipment / 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 TPO Agreements, financial reports, progress reports, and DBE requirements, and prepare/respond to FDOT Annual Audit and Single Audit as required.	Federal Certification	Quadrennially by 2026
		State Joint Certification	Annually by June
		Invoices and progress reports	Quarterly
		TPO Agreements and reporting	Annually
		FDOT Annual Audit and Single Audit	Annually
4	Prepare an update of the Prospectus for Transportation Improvements and coordinate with Miami-Dade County as needed for support.	Prospectus	June 2026

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 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's role in the transportation planning process.

Activities Cont.	Scope	Deliverable(s)	Completion
5	Coordinate metropolitan planning process functions with TPO Governing Board members and provide support to the TPO Governing Board, standing committees, citizens advisory committees, subcommittees, and other task force/staff working groups. Explore efficient ways for automating agendas.	Meeting agendas, minutes, supporting presentations	Monthly
		Resolutions	Monthly
6	Advertise Public Hearings in local periodicals, as required.	Public Hearing advertisements	June 2026
7*	Secure special professional services as may be required based on TPO Governing Board Requests. <i>Consultant Supported Effort:</i>	Documentation and Support	As requested by the TPO Governing Board



Task V: TPO Administration

Unified Planning Work Program FY 2025 and 2026

Activities Cont.	Scope	Deliverable(s)	Completion
	<ul style="list-style-type: none"> \$50,000 FY 2025 \$50,000 FY 2026 		
8	Guide 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

*TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year.

C.Transportation Disadvantaged (TD) Planning Grant Program

The TD Planning Grant Program is administered by the Florida Commission for the Transportation Disadvantaged (CTD). It guides 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
9	Coordinate and hold the required Miami-Dade County Transportation Disadvantaged Local Coordinating Board (LCB) meetings. Provide staff support and related resources to the Miami-Dade County TD LCB. Conduct evaluations and designation of the Community Transportation Coordinator (CTC). Develop, update, and implement LCB by-laws and grievance procedures following the CTD's most recent Local Coordinating Board and Planning Agency Operating Guidelines.	Meeting agendas / minutes / supporting documents / presentations	Quarterly
		Program Orientation / Training	Annually
		CTC Evaluation and Designation	When dictated by grant
		By-laws and grievance procedures	Annually
10	Jointly develop and update the Transportation Disadvantaged Service Plan (TDSP) with the CTC and the LCB.	TDSP	Annually
11	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

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.



Task V: TPO Administration

Unified Planning Work Program FY 2025 and 2026

Table 13. Budget Summary – Task V: TPO Administration

Year 1: FY 2025					
Budget Category	FHWA		CTD	Local	FY 2025 Total
	PL ¹	SU	State	Local/ Miami-Dade County	
Personnel (salary and benefits)					
Salary	\$806,400			\$201,600	\$1,008,000
Fringe	\$264,960			\$66,240	\$331,200
County Service Fee	\$80,640			\$20,160	\$100,800
Commission Transportation Disadvantaged					
CTD Funding			\$83,455		\$83,455
Consultants					
B. TPO Board Support		\$50,000			\$50,000
Traveling					
Travel/Training/Registration	\$56,000			\$14,000	\$70,000
Direct Expenses					
County Liability Insurance	\$88,000			\$22,000	\$110,000
Rent	\$528,960			\$132,240	\$661,200
Copy Machines	\$20,000			\$5,000	\$25,000
Audit	\$4,800			\$1,200	\$6,000
Subscriptions	\$8,000			\$2,000	\$10,000
Parking	\$800			\$200	\$1,000
Mail	\$8,000			\$2,000	\$10,000
HR Service	\$4,000			\$1,000	\$5,000
Office Supplies	\$12,000			\$3,000	\$15,000
Equipment	\$12,000			\$3,000	\$15,000
Other Departments					
To Communications (MDC)	\$18,400			\$4,600	\$23,000
To ITD (MDC)	\$76,800			\$19,200	\$96,000
To IT Funding Module (MDC)	\$61,600			\$15,400	\$77,000
To ITD MOU (MDC)	\$93,600			\$23,400	\$117,000
FY 2025 Total	\$2,144,960	\$50,000	\$83,455	\$536,240	\$2,814,665



Task V: TPO Administration

Unified Planning Work Program FY 2025 and 2026

Year 2: FY 2026					
Budget Category	FHWA		CTD	Local	FY 2026 Total
	PL ¹	State		Local/ Miami-Dade County	
Personnel (salary and benefits)					
Salary	\$860,160			\$215,040	\$1,075,200
Fringe	\$282,624			\$70,656	\$353,280
County Service Fee	\$86,016			\$21,504	\$107,520
Commission Transportation Disadvantaged					
CTD Funding			\$83,455		\$83,455
Consultants					
B. TPO Board Support		\$50,000			\$50,000
Traveling					
Travel/Training/Registration	\$64,000			\$16,000	\$80,000
Direct Expenses					
County Liability Insurance	\$88,000			\$22,000	\$110,000
Rent	\$552,160			\$138,040	\$690,200
Copy Machines	\$20,000			\$5,000	\$25,000
Audit	\$4,800			\$1,200	\$6,000
Subscriptions	\$8,000			\$2,000	\$10,000
Parking	\$800			\$200	\$1,000
Mail	\$8,000			\$2,000	\$10,000
HR Service	\$4,000			\$1,000	\$5,000
Office Supplies	\$12,000			\$3,000	\$15,000
Equipment	\$12,000			\$3,000	\$15,000
Other Departments					
To Communications (MDC)	\$20,800			\$5,200	\$26,000
To ITD (MDC)	\$80,000			\$20,000	\$100,000
To IT Funding Module (MDC)	\$68,000			\$17,000	\$85,000
To ITD MOU (MDC)	\$96,000			\$24,000	\$120,000
FY 2026 Total	\$2,267,360	\$50,000	\$83,455	\$566,840	\$2,967,655

¹ FDOT uses toll credits as the "soft match" against FHWA PL Funds and SU Funds



Appendix A

Planning Activities





Florida Department of Transportation District 6¹

Location	FM#	Estimated Funding
South Florida Commuter Services in Miami-Dade County – TDM Outreach	420452-2	\$100,000 (SU)
South Florida Commuter Services in Miami-Dade I-95 Express Call Center	420462-9	\$276,058 (TOBD)
South Florida Commuter Services in Miami-Dade County – Marketing	422242-2	\$2,637,336 (SU)
South Florida Commuter Services – South Florida Vanpool Marketing	422242-4	\$150,000 (SU)
NW 25 th Street Viaduct Trucking Impacts	438823-1	\$450,000 (DS)

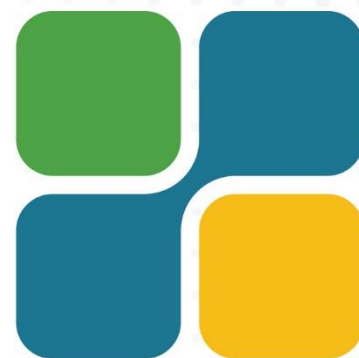
¹ Please note that this is not an exhaustive list of all activities to be carried out by FDOT District 6, and it does not include projects in production phases of development (such as design and construction). For a complete list of all FDOT projects, in all phases of development, please refer to the TPO's TIP.



Appendix B

**TPO Resolution Adopting the FYs 2025 and 2026
UPWP**





Appendix C

Statements and Assurances



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:

Title: MPO Chairman (or designee)

3/14/24

Date

FLORIDA DEPARTMENT OF TRANSPORTATION
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DEBARMENT and SUSPENSION CERTIFICATION

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

(1) The Miami-Dade 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:

Title: MPO Chairman (or designee)

3/14/24

Date

FLORIDA DEPARTMENT OF TRANSPORTATION
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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:

Title: MPO Chairman (or designee)

Date

3/14/24

FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
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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:

Title: MPO Chairman (or designee)

Date

3/14/24

FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
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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
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- (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)

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE BROWARD METROPOLITAN PLANNING ORGANIZATION
THE MIAMI-DADE TRANSPORTATION PLANNING ORGANIZATION
AND
THE PALM BEACH TRANSPORTATION PLANNING AGENCY
FOR COORDINATION OF THE REGIONAL TRANSPORTATION PLAN
AND RELATED ACTIVITIES

1. PURPOSE

This Memorandum of Understanding (MOU) is entered into jointly by the Broward Metropolitan Planning Organization (MPO); the Miami-Dade Transportation Planning Organization (TPO); and the Palm Beach Transportation Planning Agency (TPA), (hereafter these public sector transportation agencies are called PARTNERS and the metropolitan planning areas they represent will be called the Tri-County Region). Pursuant the Southeast Florida Transportation Council (SEFTC) Interlocal Agreement (ILA) signed January 9, 2006, and amended July 14, 2011, the PARTNERS are committed to developing a regional transportation plan.

The purpose of this MOU is to assign roles and responsibilities to PARTNERS. This MOU is entered to ensure mutual compliance and adherence with the statutory federal, state and local requirements, and other related policies and procedures in procurement and production.

2. ROLES AND RESPONSIBILITIES

All PARTNERS shall abide by the defined roles and responsibilities in the following section. Each PARTNER plays a critical role in the successful development of a regional transportation plan. Awareness and appreciation of each other's roles is essential for effective co-operation. Joint coordination should extend across the planning, management, and delivery of major products.

The Regional Transportation Plan (RTP) lead organization rotates amongst the PARTNERS every five years. The 2050 RTP lead organization will provide administrative support for SEFTC, the Regional Transportation Technical Advisory Committee (RTTAC) and its subcommittees for a period of five (5) years, starting January 1, 2023. The 2045 RTP lead organization shall transfer all files and necessary documents to the 2050 RTP lead organization.

The lead organization will act as Project Manager (PM) for the RTP Consultant and will be responsible for procuring, negotiating fees, invoicing, managing, and coordinating all Consultant services for the 2050 RTP. The Consultant Selection Committee will include one representative each from the Miami-Dade TPO,

Broward MPO, Palm Beach TPA, as well as the Florida Department of Transportation (FDOT) District 4, FDOT District 6, and the South Florida Regional Transportation Authority (SFRTA).

The Consultant will support the three PARTNERS and SEFTC through timely completion of various work tasks identified in the scope of services.

The TPO will serve as the lead organization for the 2050 RTP.

3. DURATION OF MEMORANDUM OF UNDERSTANDING

This MOU shall be in effect until December 31, 2028 and shall take into effect upon execution by all parties.

The following is a general schedule of the major work elements related to the RTP development. Detailed schedules and timetables will be set by the PARTNERS.

The TPO agrees to meet the RTP delivery schedule listed in **Table 1** below unless otherwise modified by the PARTNERS. The TPO will inform all the PARTNERS if there is a delay.

Table 1 – RTP Development Schedule

RTP Estimated Schedule										
Calendar Year Task (Jan-Dec)	2021		2022		2023		2024		2025	
Procurement										
UPWP Adoption										
Travel Demand Modeling										
Revenue and Finance forecasting										
Regional Transportation Network definition										
Scenario Development and Analysis										
Public Involvement										
Goals, Objectives and Measures										
Plan Adoption										

4. FUNDING

Per the adopted Unified Planning Work Program (UPWP) of the PARTNERS, funding has been assigned and allocated as directed by FDOT. Each of the signatories to this MOU agree to the funding schedule as shown in **Table 2** to support the 2050 RTP.

Table 2 - 2050 RTP Partner Funding Schedule

RTP Funding Schedule

Agency	FY 23	FY 24	Total
Miami Dade TPO	\$166,666	\$166,666	\$333,332
Broward MPO	\$166,668	\$166,668	\$333,336
Palm Beach TPA	\$166,666	\$166,666	\$333,332

5. AMENDMENTS

PARTNERS may only modify this MOU by unanimous agreement of the parties to the MOU. This MOU and any amendments or modifications to the MOU shall become effective upon execution.

SIGNATURE OF PARTICIPATING PARTNERS

For the Broward Metropolitan Planning Organization (MPO)

Greg Stuart, Executive Director



Greg Stuart (May 24, 2022 17:03 EDT)

Signature

May 24, 2022

Date

Witness

For the Miami-Dade Transportation Planning Organization (TPO)

Aileen Bouclé, Executive Director



Signature

5-18-2022

Date

Witness

For the Palm Beach Transportation Planning Agency (TPA)

Valerie Neilson, Interim Executive Director



Signature

May 24, 2022

Date

Witness









SEFTC RTP MOU 5-18-2022 signed TPO Aileen Boucle

Final Audit Report

2022-05-24

Created:	2022-05-24
By:	Paul Calvaresi (calvaresip@browardmpo.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAbPAkYkApLBP-OEHqnSyy54lBV4qTFUB

"SEFTC RTP MOU 5-18-2022 signed TPO Aileen Boucle" History

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Adobe Acrobat Sign



Appendix D

UPWP Summary Financial Tables



Funding Source												
Contract	Funding Source	Source Level			FY 2025 Funding Source				FY 2026 Funding Source			
			2025	2026	Soft Match	Federal	State	Local	Soft Match	Federal	State	Local
	CTD	State	\$ 83,455	\$ 83,455	\$ -	\$ -	\$ 83,455.00	\$ -	\$ -	\$ -	\$ 83,455.00	\$ -
		CTD TOTAL	\$ 83,455	\$ 83,455	\$ -	\$ -	\$ 83,455	\$ -	\$ -	\$ -	\$ 83,455	\$ -
	FHWA	PL	\$ 6,114,465	\$ 5,632,028	\$ 1,348,570.52	\$ 6,114,465.00	\$ -	\$ -	\$ 1,242,167.04	\$ 5,632,028.00	\$ -	\$ -
		SU	\$ 3,490,000	\$ 3,000,000	\$ 769,733.92	\$ 3,490,000.00	\$ -	\$ -	\$ 661,662.39	\$ 3,000,000.00	\$ -	\$ -
		FHWA TOTAL	\$ 9,604,465	\$ 8,632,028	\$ 2,118,304	\$ 9,604,465	\$ -	\$ -	\$ 1,903,829	\$ 8,632,028	\$ -	\$ -
	Local	Local/Miami-Dade County	\$ 1,528,616	\$ 1,408,007	\$ -	\$ -	\$ -	\$ 1,528,615.60	\$ -	\$ -	\$ -	\$ 1,408,007.00
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Local TOTAL	\$ 1,528,616	\$ 1,408,007	\$ -	\$ -	\$ -	\$ 1,528,616	\$ -	\$ -	\$ -	\$ 1,408,007
		TOTAL	\$ 11,216,536	\$ 10,123,490	\$ 2,118,304	\$ 9,604,465	\$ 83,455	\$ 1,528,616	\$ 1,903,829	\$ 8,632,028	\$ 83,455	\$ 1,408,007

Agency Participation							
	<i>Funding Source</i>	<i>CTD</i>		<i>FHWA</i>		<i>Local</i>	
	<i>Contract</i>						
	<i>Fiscal Year</i>	2025	2026	2025	2026	2025	2026
	<i>Total Budget</i>	\$ 83,455	\$ 83,455	\$ 9,604,465	\$ 8,632,028	\$ 1,528,616	\$ 1,408,007
Task I Short Range Federal & State Planning Requirements							
	Personnel (salary and benefits)	\$ -	\$ -	\$ 540,000	\$ 576,000	\$ 135,000	\$ 144,000
	Consultant	\$ -	\$ -	\$ 586,000	\$ 544,000	\$ 84,000	\$ 66,000
Sub Total		\$ -	\$ -	\$ 1,126,000	\$ 1,120,000	\$ 219,000	\$ 210,000
Task II Long Range Transportation Plan							
	Personnel (salary and benefits)	\$ -	\$ -	\$ 288,000	\$ 307,200	\$ 72,000	\$ 76,800
	Consultant	\$ -	\$ -	\$ 243,000	\$ 48,000	\$ 12,000	\$ 12,000
Sub Total		\$ -	\$ -	\$ 531,000	\$ 355,200	\$ 84,000	\$ 88,800
Task III Technical Programs							
	Personnel (salary and benefits)	\$ -	\$ -	\$ 1,732,401	\$ 1,728,000	\$ 255,600	\$ 432,000
	Consultant	\$ -	\$ -	\$ 4,020,104	\$ 3,011,468	\$ 433,776	\$ 110,367
Sub Total		\$ -	\$ -	\$ 5,752,505	\$ 4,739,468	\$ 689,376	\$ 542,367
Task V TPO Administration							
	Personnel (salary and benefits)	\$ -	\$ -	\$ 1,152,000	\$ 1,228,800	\$ 288,000	\$ 307,200
	Consultant	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -
	Travel	\$ -	\$ -	\$ 56,000	\$ 64,000	\$ 14,000	\$ 16,000
	Direct Expenses	\$ -	\$ -	\$ 936,960	\$ 974,560	\$ 234,240	\$ 243,640
	Indirect Expenses*	\$ 83,455	\$ 83,455	\$ -	\$ -	\$ -	\$ -
Sub Total		\$ 83,455	\$ 83,455	\$ 2,194,960	\$ 2,317,360	\$ 536,240	\$ 566,840
IV Shared Regional Tasks							
	Consultant	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Sub Total		\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Sub-Total (less the de-obligated funds)		\$ 166,910		\$ 18,236,493		\$ 2,936,623	
Total De-ob. Funds (PL)		\$ -		\$ -		\$ -	
Total De-ob. (Other Source)		\$ -		\$ -		\$ -	
TOTAL PROGRAMMED		\$ 83,455	\$ 83,455	\$ 9,604,465	\$ 8,632,028	\$ 1,528,616	\$ 1,408,007
	*Commission Transportation Disadvantaged						

Task I Short Range Federal & State Planning Requirements						
2025						
Funding Source	FHWA			Local		FY 2025 Total
Contract Number						
Source Level	PL	SU	Total	al/Miami-Dade Co	Total	
MPO Budget Reference						
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	(Local/Miami-Da	2025 Local (Total)	
Personnel (salary and benefits)	\$ 540,000	\$ -	\$ 540,000	\$ 135,000	\$ 135,000	\$ 675,000
Consultant	\$ 336,000	\$ 250,000	\$ 586,000	\$ 84,000	\$ 84,000	\$ 670,000
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 876,000	\$ 250,000	\$ 1,126,000	\$ 219,000	\$ 219,000	\$ 1,345,000
2026						
Funding Source	FHWA			Local		FY 2026 Total
Contract Number						
Source	PL	SU	Total	al/Miami-Dade Co	Total	
MPO Budget Reference						
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	(Local/Miami-Da	2026 Local (Total)	
Personnel (salary and benefits)	\$ 576,000	\$ -	\$ 576,000	\$ 144,000	\$ 144,000	\$ 720,000
Consultant	\$ 264,000	\$ 280,000	\$ 544,000	\$ 66,000	\$ 66,000	\$ 610,000
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 840,000	\$ 280,000	\$ 1,120,000	\$ 210,000	\$ 210,000	\$ 1,330,000

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	1,395,000
Consultant	\$	1,280,000
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	2,675,000

FY 2025 & 2026 TOTAL De-	
Total	\$ 2,675,000
Total De-ob. Fund:	\$ -
Total De-ob. (Other)	\$ -
Sub-Total (less the	\$ 2,675,000

Task II Long Range Transportation Plan						
2025						
Funding Source	FHWA			Local		FY 2025 Total
Contract Number						
Source Level	PL	SU	Total	al/Miami-Dade Cou	Total	
MPO Budget Reference						
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	(Local/Miami-Da	2025 Local (Total)	
Personnel (salary and benefits)	\$ 288,000	\$ -	\$ 288,000	\$ 72,000	\$ 72,000	\$ 360,000
Consultant	\$ 48,000	\$ 195,000	\$ 243,000	\$ 12,000	\$ 12,000	\$ 255,000
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 336,000	\$ 195,000	\$ 531,000	\$ 84,000	\$ 84,000	\$ 615,000
2026						
Funding Source	FHWA			Local		FY 2026 Total
Contract Number						
Source	PL	SU	Total	al/Miami-Dade Cou	Total	
MPO Budget Reference						
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	(Local/Miami-Da	2026 Local (Total)	
Personnel (salary and benefits)	\$ 307,200	\$ -	\$ 307,200	\$ 76,800	\$ 76,800	\$ 384,000
Consultant	\$ 48,000	\$ -	\$ 48,000	\$ 12,000	\$ 12,000	\$ 60,000
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 355,200	\$ -	\$ 355,200	\$ 88,800	\$ 88,800	\$ 444,000

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	744,000
Consultant	\$	315,000
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	1,059,000

FY 2025 & 2026 TOTAL De-	
Total	\$ 1,059,000
Total De-ob. Fund:	\$ -
Total De-ob. (Othe	
Sub-Total (less the	\$ 1,059,000

Task III Technical Programs						
2025						
Funding Source	FHWA			Local		FY 2025 Total
Contract Number						
Source Level	PL	SU	Total	I/Miami-Dade Co	Total	
MPO Budget Reference						
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	(Local/Miami-Dade Co)	2025 Local (Total)	
Personnel (salary and benefits)	\$ 1,022,401	\$ 710,000	\$ 1,732,401	\$ 255,600	\$ 255,600	\$ 1,988,001
Consultant	\$ 1,735,104	\$ 2,285,000	\$ 4,020,104	\$ 433,776	\$ 433,776	\$ 4,453,880
2025 Totals	\$ 2,757,505	\$ 2,995,000	\$ 5,752,505	\$ 689,376	\$ 689,376	\$ 6,441,881
2026						
Funding Source	FHWA			Local		FY 2026 Total
Contract Number						
Source	PL	SU	Total	I/Miami-Dade Co	Total	
MPO Budget Reference						
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	(Local/Miami-Dade Co)	2026 Local (Total)	
Personnel (salary and benefits)	\$ 1,728,000	\$ -	\$ 1,728,000	\$ 432,000	\$ 432,000	\$ 2,160,000
Consultant	\$ 441,468	\$ 2,570,000	\$ 3,011,468	\$ 110,367	\$ 110,367	\$ 3,121,835
2026 Totals	\$ 2,169,468	\$ 2,570,000	\$ 4,739,468	\$ 542,367	\$ 542,367	\$ 5,281,835

	FY 2025 & 2026 TOTAL
Personnel (salary and benefits)	\$ 4,148,001
Consultant	\$ 7,575,715
Travel	\$ -
Direct Expenses	\$ -
Indirect Expenses	\$ -
Supplies	\$ -
Equipment	\$ -
Total	\$ 11,723,716

FY 2025 & 2026 TOTAL De-	
Total	\$ 11,723,716
Total De-ob. Fund	\$ -
Total De-ob. (Other)	\$ -
Sub-Total (less than)	\$ 11,723,716

IV Shared Regional Tasks				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
Detail				
MPO Budget Reference				
Lookup Name	025 FHWA (PL)	025 FHWA (SU)	025 FHWA (Total)	
Consultant				
			\$ -	\$ -
Consultant Subtotal	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source Level	PL	SU	Total	
Detail				
MPO Budget Reference				
Lookup Name	026 FHWA (PL)	026 FHWA (SU)	026 FHWA (Total)	
Consultant				
SERPM 10		\$ 100,000	\$ 100,000	\$ 100,000
Consultant Subtotal	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
Total	\$ -	\$ 100,000	\$ 100,000	\$ 100,000

Task V TPO Administration								
2025								
Funding Source	FHWA			CTD		Local		FY 2025 Total
Contract Number								
Source Level	PL	SU	Total	State	Total	I/Miami-Dade Co	Total	
MPO Budget Reference								
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	2025 CTD (State)	2025 CTD (Total)	(Local/Miami-Dade Co)	2025 Local (Total)	
Personnel (salary and benefits)	\$ 1,152,000	\$ -	\$ 1,152,000	\$ -	\$ -	\$ 288,000	\$ 288,000	\$ 1,440,000
Consultant	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Travel	\$ 56,000	\$ -	\$ 56,000	\$ -	\$ -	\$ 14,000	\$ 14,000	\$ 70,000
Direct Expenses	\$ 936,960	\$ -	\$ 936,960	\$ -	\$ -	\$ 234,240	\$ 234,240	\$ 1,171,200
Indirect Expenses*	\$ -	\$ -	\$ -	\$ 83,455	\$ 83,455	\$ -	\$ -	\$ 83,455
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 2,144,960	\$ 50,000	\$ 2,194,960	\$ 83,455	\$ 83,455	\$ 536,240	\$ 536,240	\$ 2,814,655
2026								
Funding Source	FHWA			CTD		Local		FY 2026 Total
Contract Number								
Source	PL	SU	Total	State	Total	I/Miami-Dade Co	Total	
MPO Budget Reference								
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	2026 CTD (State)	2026 CTD (Total)	(Local/Miami-Dade Co)	2026 Local (Total)	
Personnel (salary and benefits)	\$ 1,228,800	\$ -	\$ 1,228,800	\$ -	\$ -	\$ 307,200	\$ 307,200	\$ 1,536,000
Consultant	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Travel	\$ 64,000	\$ -	\$ 64,000	\$ -	\$ -	\$ 16,000	\$ 16,000	\$ 80,000
Direct Expenses	\$ 974,560	\$ -	\$ 974,560	\$ -	\$ -	\$ 243,640	\$ 243,640	\$ 1,218,200
Indirect Expenses*	\$ -	\$ -	\$ -	\$ 83,455	\$ 83,455	\$ -	\$ -	\$ 83,455
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 2,267,360	\$ 50,000	\$ 2,317,360	\$ 83,455	\$ 83,455	\$ 566,840	\$ 566,840	\$ 2,967,655

	FY 2025 & 2026 TOTAL
Personnel (salary and benefits)	\$ 2,976,000
Consultant	\$ 100,000
Travel	\$ 150,000
Direct Expenses	\$ 2,389,400
Indirect Expenses*	\$ 166,910
Supplies	\$ -
Equipment	\$ -
Total	\$ 5,782,310

FY 2025 & 2026 TOTAL De-	
Total	\$ 5,782,310
Total De-ob. Fund	\$ -
Total De-ob. (Other)	\$ -
Sub-Total (less than)	\$ 5,782,310

This amount represents the total Task budget (shown
Enter the total De-ob. Fund amount for FHWA PL Func
Enter any other funding sources containing De-ob. fur

*Commission Transportation Disadvantaged

IV Shared Regional Tasks Detailed Breakdown

2025						
Funding Source		Transfer from	FHWA			FY 2025 Total
Source Level			PL	SU	Total	
MPO Budget Reference						
2026						
Funding Source		Transfer from	FHWA			FY 2026 Total
Source Level			PL	SU	Total	
MPO Budget Reference						
SERPM 10 Development						
Lead Agency:	FDOT D4	No		\$ 250,000	\$ 250,000	\$ 250,000
(Other contributing Agencies)	FDOT D6	Yes			\$ -	\$ -
	Miami-Dade TPO	Yes		\$ 100,000	\$ 100,000	\$ 100,000
	Broward MPO	Yes		\$ 85,000	\$ 85,000	\$ 85,000
	Palm Beach TPA	Yes		\$ 65,000	\$ 65,000	\$ 65,000
					\$ -	\$ -
SERPM 10 Development Subtotal			\$ -	\$ 500,000	\$ 500,000	\$ 500,000



Appendix E

Acronyms





Acronym	Definition
AAM	Advanced Air Mobility
AASHTO	American Association of State Highway Transportation Officials
ACES	Automated/Connected/Electric/Shared-Use Vehicles
ACS	American Community Survey
ADA	Americans with Disabilities Act
AER	Actual Expenditures Report
AHJ	Authority-Having Jurisdiction
AMPO	Association of Metropolitan Planning Organizations
AOR	Annual Operating Report
BCT	Broward County Transit
BERT	Bus Express Rapid Transit
BPAC	Bicycle Pedestrian Advisory Committee
CCNA	Consultant's Competitive Negotiation Act
CDMP	Comprehensive Development Master Plan
CIE	Capital Improvements Element
CMD	Congestion Management Dashboard
CMP	Congestion Management Process
COOP	Continuity of Operations Plan
CPG	Consolidated Grant Program
CTAC	Citizens' Transportation Advisory Committee
CTAC	American Community Survey
CTC	Community Transportation Coordinator
CTC	Americans with Disabilities Act
CTD	Commission for the Transportation Disadvantage
CTD	Actual Expenditures Report
CTST	American Association of State Highway Transportation Officials
CTST	Community Traffic Safety Team



Acronym	Definition
CY	Calendar Year
DBE	Disadvantaged Business Enterprise
DEM	Department of Emergency Management
DEO	Department of Economic Opportunity
DTPW	Department of Transportation and Public Works
EJ	Environmental Justice
EPC	Executive Policy Committee
ETAP	Equitable Transportation Assessment Planner
ETDM	Efficient Transportation Decision Making
FAST	Fixing America's Surface Transportation
FDEP	Florida Department of Environmental Protection
FDOT	Florida Department of Transportation
FHWA	Federal Highway Administration
FIU	Florida International University
FPC	Fiscal Priorities Committee
FTA	Federal Transit Administration
FTAC	Freight Transportation Advisory Committee
FTE	Florida's Turnpike Enterprise
FTP	Florida Transportation Plan
GIS	Geographic Information System
GPC	General Planning Consultant
HR	Human Resource
ICAR	Intergovernmental Coordination and Review
INFRA	Infrastructure For Rebuilding America
IoT	Internet of Things
ISD	Information Systems Division
IT	Information Technology



Acronym	Definition
LCB	Local Coordination Board
LEHD	Longitudinal Employer-Household Dynamics
LODES	LEHD Origin-Destination Employment Statistics
LOPP	List of Program Priorities
LPA	Locally Preferred Alternative
LRTP	Long Range Transportation Plan
M.A.P.	Mobility. Accessibility. Prosperity
MAZ	Micro Analysis Zone
MGP	Municipal Grant Program
MMLOS	Multimodal Level of Service
MOU	Memorandum of Understanding
MPA	Metropolitan Planning Area
MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organization Advisory Council
MS	Modeling Subcommittee
MTF	Model Task Force
NARC	National Association of Regional Councils
NAS	National Airspace System
OMB	Office for Management and Budget
PD&E	Project Development and Environment
PEA	Planning Emphasis Areas
PIP	Public Information Plan
PL	Metropolitan Planning
PM	Performance Management
PMP	Project Management Plan
PPP	Public Participation Plan
PPS	Public Participation Subcommittee



Acronym	Definition
PTASP	Public Transportation Agency Safety Plan
PTGA	Public Transportation Grant Agreements
PTP	People's Transportation Plan
QA/QC	Quality Assurance/Quality Control
RER	Regulatory & Economic Resources
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
SFRTA	South Florida Regional Transportation Authority
SGR	State of Good Repair
SHSP	State's Strategic Highway Safety Plan
SIS	Strategic Intermodal System
SMART	Strategic Miami Area Rapid Transit
SOW	Scope of Work
SRTS	Safe Routes to School
SSS	Safe Street Summit
STBG	Surface Transportation Block Grant (SU)
STEP	Street Transportation Enhancements Program
STOPS	Simplified Trips on Project Software
TA	Transportation Alternatives
TAD	Traffic Analysis District
TAM	Transportation Asset Management
TARC	Transportation Aesthetics Review Committee
TAZ	Traffic Analysis Zone
TCRPC	Treasure Coast Regional Planning Council



Acronym	Definition
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
TMC	Transportation & Mobility Committee
TMP	Transportation Master Plan
TOC	Transit-Oriented Communities
TOD	Transit-Oriented Development
TPA	Transportation Planning Agency
TPC	Transportation Planning Council
TPO	Transportation Planning Organization
TRIP	Transportation Regional Incentive Program
TSM&O	Transportation System Management and Operations
UPWP	Unified Planning Work Program
UZA	Urbanized Area



Appendix F

Comments & Responses from FDOT & FHWA





UNIFIED PLANNING WORK PROGRAM (UPWP) REVIEW CHECKLIST

MPO: **Miami-Dade TPO**

UPWP Draft # or Date: **Draft #1 (February 2024)**

Review #: **Review #1**

Date of Review: **2/22/2024**

Reviewed By: **FDOT D6 (RS&H)**

The following UPWP Review Checklist is provided to assist in the review of the MPO's UPWP. This Review Checklist is to be completed by the MPO Liaison and included in the UPWP Appendix.

Comments should be categorized as:

Editorial: Comments may be addressed by MPO but would not affect approval of the document, i.e., grammatical, spelling, and other related errors.

Enhancement: Comments may be addressed by MPO but would not affect the approval of the document, i.e., improve the quality of the document and the understanding for the public (improving graphics, re-packaging of the document, use of plain language, reformatting for clarity, removing redundant language).

Critical: Comment MUST be addressed to meet minimum state and federal requirements to obtain approval. The reviewer must clearly identify the applicable state or federal policies, regulations, guidance, procedures, or statutes that the document does not conform with.

A space for comments for each section is provided at the bottom of each section.

UPWP Cover & Title Page

Does the cover or title page include the following information?

- MPO name, address, website? **Yes | If yes, page number: 1 and 2 of PDF**
- CFDA number (FHWA – PL & SU: 20.205, FTA 5305: 20.505)? **Yes | If yes, page number: 1 of PDF**
- Identification of agencies providing funds for the UPWP? **Yes | If yes, page number: 2 of PDF**
- Financial Project Number (FPN) for each contract shown in UPWP? **No | If yes, page number: xx At the time of the preliminary submittal, the FPN was unknown but now the FPN is shown on the cover.**
- Federal Award Identification Number (FAIN) for FHWA contracts (or the Federal Aid Project Number [FAP])? **Yes | If yes, page number: 2 of PDF**
- Correct State Fiscal Years? **Yes | If yes, page number: 1 of PDF**
- Statement of nondiscrimination? **Yes | If yes, page number: Page 6 (page 10 of PDF)**
- DRAFT UPWP: Space for adoption date and revision dates? **Yes | If yes, page number: 2 of PDF**
- FINAL UPWP: Adoption date and space for revision dates? **No | If yes, page number: The adoption date is shown on Page ii and there is space for revision, but the signature is pending final UPWP.**

No comment

Note: FINAL UPWP not provided at this time for review / verification.

Unified Planning Work Program (UPWP)

Review Checklist

Critical	According to FDOT's Financial Management (FM) System, the FM#'s are 439334-5-14-01 and 439334-5-14-02, respectively. At the time of the preliminary submittal, the FM#'s was unknown but now the FM# is included on Page ii.
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Required Content

Does the UPWP have the following information?

- Introduction? Yes | If yes, page number: 5 of PDF
- Organization and Management? Yes | If yes, page number: 8 of PDF
- UPWP Planning Task Pages? Yes | If yes, page number: 20 through 63 of PDF
- Funding Source Budget Table and Summary Budget Table? No | If yes, page number: xx At the time of the preliminary submittal, the appendices were not provided and, Appendix D includes the UPWP Summary Financial Tables.
- Definition of acronyms used in UPWP? No | If yes, page number: xx At the time of the preliminary submittal, the appendices were not provided and the acronyms are in Appendix E.
- District Planning Activities? No | If yes, page number: xx At the time of the preliminary submittal, the appendices were not provided and the District Planning Activities are in Appendix A.
- Indirect Rate Approval (if required)? Not Applicable | If yes, page number: xx
 - Cost Allocation Plan and Certificate of Indirect Cost in an appendix? Not Applicable | If yes, page number: xx
- In TMAs, the MPO must identify and include cost estimates for transportation planning, research, and technology transfer activities funded with other federal, state, or local funds being conducted within the MPO area (this includes planning and feasibility studies by other entities) (23 CFR 420.111(e)). No | If yes, page number: xx
- DRAFT UPWP:
 - A place for the signed Resolution adopting the final UPWP? Yes | If yes, page number: Appendix B
 - A place for the draft Resolution to adopt Travel Policy if not using FDOT policy (if required)? No | If yes, page number: xx
 - A place for the Cost Analysis Certification Statement? Yes | If yes, page number: Appendix C
 - A place for the FHWA Certifications and Assurances? Yes | If yes, page number: Appendix C
- FINAL UPWP: The responses below are pending the final UPWP.
 - The signed Resolution adopting the UPWP? No | If yes, page number: xx
 - The signed Resolution adopting the Travel Policy if not using FDOT policy (if required)? No | If yes, page number: xx
 - The signed Cost Analysis Certification Statement? No | If yes, page number: xx
 - The signed FHWA Certifications and Assurances? No | If yes, page number: xx
 - UPWP Comments? No | If yes, page number: xx
- Appendix to include items previously mentioned: Travel Policy (if required), Cost Allocation Plan and Certificate of Indirect Cost (if required), and UPWP Comments? Yes | If yes, page number: After page 65 of PDF

Unified Planning Work Program (UPWP)

Review Checklist

Critical	Missing all appendices At the time of the preliminary submittal, the appendices were not provided but now the appendices are included.
Critical	The TPO shall provide a Draft Resolution to adopt a Travel Policy (Federal) if not using the FDOT (State) policy. Noted, the Miami-Dade TPO will adopt a Travel Policy (Federal) during the adoption of the UPWP.
Critical	Missing details on planning activities conducted within the MPO area (this includes planning and feasibility studies by other entities) At the time of preliminary submittal, the Appendices were not included, however, Appendix A includes the Planning Activities from FDOT District 6 and coordination with the Miami-Dade County Department of Transportation and Public Works concluded they do not use FTA Section 5307 grant application to complete their Major 2025 TDP.
No comment	Note: FINAL UPWP not provided at this time for review / verification.

Introduction

Does the introduction include the following elements?

- Definition and purpose of the UPWP? [Yes | If yes, page number: 5-6 of PDF](#)
- Overview of MPO's comprehensive transportation planning activities? [Yes | If yes, page number: 6 of PDF](#)
- Discussion of planning priorities, both MPO and local? [Yes | If yes, page number: 11-18 of PDF](#)
- Statement of CPG participation: "The FDOT and the (insert organization name) participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the MPO, FHWA, and FTA, to annually consolidate Florida's FHWA PL and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division. These funds are annually apportioned to FDOT as the direct recipient and allocated to the MPO by FDOT utilizing formulas approved by the MPO, FDOT, FHWA, and FTA in accordance with 23 CFR 420.109 and 49, U.S.C. Chapter 53. The FDOT is fulfilling the CPG's required 18.07% non-federal share (match) using Transportation Development Credits as permitted by 23 CFR 120(i) and FTA C 8100.1D". [Yes | If yes, page number: 5 of PDF](#)
- Definition of the soft match: 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 (except 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. The "soft match" amount utilized to match the FHWA funding in the UPWP is 18.07% of FHWA program funds for a total of \$_____ ? [Yes | If yes, page number: 5 of PDF](#)
- Description of the public involvement process used to develop the MPO's UPWP? [Yes ☒ No ☐ Page number: 6 of PDF](#)
- Description of how the MPO addresses the [Federal Planning Factors](#) - (23 CFR 450.306(b)) – can be demonstrated using a matrix? [Yes | If yes, page number: 12 of PDF](#)
- Description of how the MPO's UPWP addresses the [2021 Federal Planning Emphasis Areas](#)? [Yes | If yes, page number: 13-16 of PDF](#)

Unified Planning Work Program (UPWP)

Review Checklist

- If MPO is not in attainment, description of transportation related air quality planning activities regardless of funding sources or agencies conducting activities? **Not Applicable** | If yes, page number: xx

Enhancement	New link for 23 CFR § 420.109: https://www.govinfo.gov/app/details/CFR-2023-title23-vol1/CFR-2023-title23-vol1-sec420-109 This link was updated and is included on Page 1.
Enhancement	New link for Title 49, U.S.C., Chapter 53: U.S.C. Title 49 - TRANSPORTATION (govinfo.gov) This link was updated and is included on Page 1.
Editorial	Please confirm the exact number of MD TPO Governing Board voting members. Draft UPWP indicates twenty-five (25), please confirm. Link to MD TPO Governance Website: www.miamidadetpo.org/governance.asp The number of MD TPO Governing Board voting members was updated and is included on Page 5.
Editorial	Suggestion, add hyperlink to "2050 LRTP" https://miamidadetpolrtp2050.com/ The weblink to the 2050 LRTP has been included on Page 29.

MPO Organization and Management

At a minimum, does the UPWP include information on the following items?

- Identification of participants and description of role in the UPWP planning process? **Yes** | If yes, page number: 8 of PDF
- Discussion of agreements, including date executed:
 - Metropolitan Planning Agreement (FHWA funds)? **Yes** | If yes, page number: 9 of PDF
 - Public Transportation Grant Agreements (prior year FTA funds)? **Yes** | If yes, page number: 9 of PDF
 - Interlocal Agreement for the Creation (or Redesignation) of the Metropolitan Planning Organization? **Yes** | If yes, page number: 9 of PDF with link to documents on MPO website
 - Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (ICAR)? **Yes** | If yes, page number: 9 of PDF
 - Memorandum of Understanding between MPOs or FDOT if transferring funds to accomplish Regional Activities? **Yes** | If yes, page number: 9 of PDF
- Discussion and identification of operational procedures and bylaws including date executed:
 - Continuity of Operations (COOP): **Yes** | If yes, page number: 10 of PDF
 - MPO Bylaws: **Yes** | If yes, page number: 10 of PDF
- Does the MPO include the following SIGNED Certifications and Assurances section? **The responses below are pending the final UPWP.**
 - Disadvantaged Business Enterprise Utilization? **No** | If yes, page number: xx
 - Debarment and Suspension Certification? **No** | If yes, page number: xx

Unified Planning Work Program (UPWP)

Review Checklist

- Lobbying Certification for Grants, Loans, and Cooperative Agreements? No | If yes, page number: xx
- Title VI/Nondiscrimination Assurances? No | If yes, page number: xx
- Appendices A and E? No | If yes, page number: xx
- Discussion of Indirect Rate Plan, and, in an appendix, inclusion of the signed Cost Allocation Plan and Certificate of Indirect Cost, if applicable. Not Applicable | If yes, page number: xx

Critical	Missing all appendices At the time of the preliminary submittal, the appendices were not provided but now the appendices are included
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Work Elements/Tasks Sheets

At a minimum, does the UPWP have the following distinct tasks or subtasks?

- MPO Administration? Yes | If yes, page number: Task V (5), pdf page 56
- Transportation Improvement Program (TIP)? Yes | If yes, page number: Task I (1), Group A, pdf page 18
- Long Range Transportation Plan (LRTP)? Yes | If yes, page number: Task II (2), Group A, pdf page 26
- MPO Regional Activities Task (if required)? Yes | If yes, page number: Task IV (4), Shared Regional Tasks, pdf page 51

Critical	On page 41, Task III, Group D, Activity #35, the funds for Consultant Supported Effort are \$150,000 in FY 2026; however, according to the backup calculations in the excel spreadsheet, the \$150,000 funds in FY 2026 are not listed, there appears to be a discrepancy between the excel and the pdf, perhaps this funding amount was not included / missing? At the time of the preliminary submittal, there were some minor discrepancy, however, the Consultant Supported Effort has been updated and resolved in both the PDF and Excel spreadsheet and is shown on Page 44.
Critical	On page 42, Task III, Group D, Activity #40, the funds for Consultant Supported Effort are \$1,141,155 FY 2025; however according to the backup calculations in the excel spreadsheet, the Consultant funds are \$1,101,155 in 2025. There appears to be a discrepancy between the excel and the pdf. At the time of the preliminary submittal, there were some minor discrepancy, however, the Consultant Supported Effort has been updated and resolved in both the PDF and Excel spreadsheet and is shown on Page 45.
Critical	On page 42, Task III, Group D, Activity #40, the funds for Consultant Supported Effort are \$1,589,275 FY 2026; however according to the backup calculations in the excel spreadsheet, the Consultant funds are \$1,549,275 in 2026. There appears to be a discrepancy between the excel and the pdf. At the time of the preliminary submittal, there were some minor discrepancy, however, the Consultant Supported Effort has been updated and resolved in both the PDF and Excel spreadsheet and is shown on Page 45.
Enhancement	On page 48, Task III, Group G, Municipal Grant Program, "MGP Total Award Amount \$550,000 FY 2025" is this amount being distributed to any of the Activities (53 - 61)? If so, suggest adding another budget table indicating which funds will be distributed to each City / Municipality. In addition, are these funds allocated for Consultant Supported Effort? If so, please add accordingly each Activity (53 - 61) with the appropriate funding amount. The amount is being distributed to the Activities and has been identified internally but would like to not include it in the UPWP to provide flexibility. If needed.
Editorial	On page 49, Task III, Table 10, Budget Summary, for the Consultant funds, please confirm if these PL and SU funds are appropriately allocated? NOTE: Notice the increase/decrease in FY's: At the time of

Unified Planning Work Program (UPWP)

Review Checklist

	<p>the preliminary submittal, there were some minor discrepancy, however, the amounts have been updated accordingly with the minor updates noted above and is on Page 52 and 53.</p> <ul style="list-style-type: none">• Consultant PL funds (\$1,306,304) in FY 25 = 36.6%• Consultant PL funds (\$440,800) in FY 26 = 14.1% (22.5% decrease)• Consultant SU funds (\$1,940,000) in FY 25 = 54.3%• Consultant SU funds (\$2,570,000) in FY 26 = 82.3% (28% increase)• Consultant LF funds (\$326,576) in FY 25 = 9.1%• Consultant LF funds (\$110,200) in FY 26 = 3.5% (5.6% decrease)
Editorial	<p>For all Task Activities listed for Completion in June 2026, please confirm if those dates are accurate. The dates have been confirmed.</p>
Enhancement	<p>On page 53 and 54, please revise Title / Header to "Task IV: Shared Regional Tasks" The titles have been revised on Page 57.</p>

Do each of the Work Element/Task Summary Pages include the following?

- Is each Task Sheet named and numbered? **Yes**
- Does each Task Sheet include Purpose, Previous Work, and Required Activities? **No** In each of the Tasks, there is the Purpose and Previous Work. The required activities are shown in the individual tables.
- Do the required activities list who will be completing the work? **No** An asterisk is now included to note "TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for each consultant in each fiscal year"
- Does each Tasks Sheet indicate who the responsible agency or agencies are? **Yes**
- Does each Task Sheet include end products/deliverables with a description of the scope and estimated completion date? **No** The individual task sheet does not include the end products and deliverables, but each activity includes a Scope, Deliverable(s), and Completion column.
- Does the supporting narrative for each task provide sufficient detail to determine the eligibility, necessity, and reasonableness of the purchase? **Yes**
- If memberships are listed as an expense, does it state that the memberships are for organizational memberships, not individual memberships? **No** | If yes, page number: xx

Critical	<p>Tasks II, IV, and V are missing Previous Work information. The Previous Work information for Tasks II (Page 28), IV (Page 55), and V (Page 59) have now been updated.</p>
Critical	<p>Tasks III has missing completion dates for activities 11, 13, 42-46 The missing completion dates for the activities have been updated, Activity 11 (Page 37), Activity 13 (Page 42), and Activities 42-46 (Pages 45-46).</p>
Critical	<p>Please clarify who will be completing the work for each task. Please document in the UPWP which activities will be performed by TPO Staff. An asterisk is now included to note "TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for each consultant in each fiscal year"</p>
Critical	<p>According to the MPO Program Management Handbook, Chapter 3 UPWP the task budget tables must include "Specific line items detailed enough for the District MPO Liaison to analyze costs." The 2023-2024 UPWP broke down tasks by Activity Group (see first screenshot) and the current draft UPWP does not break down tasks by Activity Group (see screen captures below for details): The specific line items have been updated now for each Task.</p>

Unified Planning Work Program (UPWP) Review Checklist

See example screen capture from the UPWP:

2023-2024 UPWP

Task III: Technical Programs
Unified Planning Work Program FY 2023 and FY 2024

Table 10. Budget Summary – Task III: Technical Programs

Year 1: FY 2023

Budget Category	FHWA PL	SU	FY 21 FTA 5305(d) Federal	Local Local/ Miami-Dade County	FY 2023 Total
Personnel (salary and benefits)					
Salary	\$128,000	\$40,000	\$450,000	\$50,000	\$700,000
Fringe	\$48,000	\$20,000	\$135,000	\$15,000	\$230,000
County Service Fee	\$12,800	\$4,000	\$45,000	\$5,000	\$70,000
Consultants					
A. SMART Plan & Programs	\$1,409,458			\$589,364	\$2,626,822
B. Multimodal/Intermodal Planning		\$100,000			\$100,000
D. Transportation Planning Support (DTPW)	\$1,295,324	\$240,334	\$265,528	\$29,953	\$2,345,392
G. Municipal Grant Program	\$160,000	\$300,000		\$40,000	\$500,000
Other Departments					
B. Multimodal/Intermodal Planning (DTPW)		\$33,000			\$33,000
C. Federal, State, and Regional Planning and Coordination (SFRPC)		\$50,000			\$50,000
D. Transportation Planning Support (DTPW)		\$60,000			\$60,000
D. Transportation Planning Support (RER)		\$40,000			\$40,000
FY 2023 Total	\$3,053,582	\$1,835,334	\$895,528	\$99,953	\$8,70,817
					\$6,755,214

2025-2026 Draft UPWP (notice Consultants are not itemized as compared to previous UPWP)

Task III: Technical Programs
Unified Planning Work Program FY 2025 and 2026

Table 10. Budget Summary – Task III: Technical Programs

Task III Technical Programs

Funding Source	FHWA			Local		FY 2025 Total
Contract Number	PL	SU	Total	Local/Miami-Dade County	Total	
MPO Budget Reference						
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	2025 Local (Local/Miami-Dade County)	2025 Local (Total)	
Personnel (salary and benefits)	\$ 922,401	\$ 710,000	\$ 1,632,401	\$ 230,600	\$ 230,600	\$ 1,863,001
Consultant	\$ 1,306,304	\$ 1,940,000	\$ 3,246,304	\$ 326,576	\$ 326,576	\$ 3,572,880
2025 Totals	\$ 2,228,705	\$ 2,650,000	\$ 4,878,705	\$ 557,176	\$ 557,176	\$ 5,435,881
Funding Source	FHWA			Local		FY 2026 Total
Contract Number	PL	SU	Total	Local/Miami-Dade County	Total	
MPO Budget Reference						
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	2026 Local (Local/Miami-Dade County)	2026 Local (Total)	
Personnel (salary and benefits)	\$ 1,728,000	\$ -	\$ 1,728,000	\$ 432,000	\$ 432,000	\$ 2,160,000
Consultant	\$ 440,800	\$ 2,570,000	\$ 3,010,800	\$ 110,200	\$ 110,200	\$ 3,121,000
2026 Totals	\$ 2,168,800	\$ 2,570,000	\$ 4,738,800	\$ 542,200	\$ 542,200	\$ 5,281,000

Work Elements/Tasks Sheets Budget Tables

Did the MPO use the latest UPWP Budget Table template provided by the Central Office for task budget tables, which includes a location to show de-obligated funds? **No** At the time of the preliminary submittal, the latest UPWP Budget Table was not provided but the latest UPWP Budget Table is now included for the final UPWP

If the MPO did not use the latest UPWP Budget Table template, did the MPO show de-obligated funds by source somewhere else in the UPWP? **No** At the time of the preliminary submittal, the latest UPWP Budget Table was not provided but the latest UPWP Budget Table is now included for the final UPWP

Did the MPO prepare Task Summary Budget tables for Year 1 and Year 2 (either individually or combined)? **Yes** | If yes, page number: 28, 32, 53, 58-59, 63 of PDF

Does MPO **Administration Task** have a subcategory for:

- Personnel Services? **Yes** | If yes, page number: Task V, Table 12, Budget Summary, pdf page 59, “Personnel (salary and benefits)”
- Equipment? Equipment costing more than \$5,000 per item should be listed separately. **No** | If yes, page number: Note: Task V, Table 12, Budget Summary, pdf page 59, lumped into “Direct Expenses” – Equipment funds: \$15,000 in FY 25 + \$15,000 in FY 26 = \$30,000 FY 25-26. In addition, there is also a line item for Copy Machines \$25,000 in FY 25 + \$25,000 in FY 26 = \$50,000 FY 25-26. **Noted, it is not anticipated an item would be more than \$5,000**
- Travel? **Yes** | If yes, page number: : Task V, Table 12, Budget Summary, pdf page 59, “Travel” – (Travel funds = \$70,000 in FY 25 + \$80,000 in FY 26 = \$150,000 FY 25-26)

Unified Planning Work Program (UPWP)

Review Checklist

- Supplies? Supplies costing more than \$1,000 per item should be listed separately. **No** | Note: Task V, Table 12, Budget Summary, pdf page 59, lumped into “Direct Expenses” – Office Supplies funds: \$15,000 in FY 25 + \$15,000 in FY 26 = \$30,000 FY 25-26. **Noted, it is not anticipated an item would be more than \$1,000.**
- Direct Expenses? **Yes** | If yes, page number: **Note: Task V, Table 12, Budget Summary, pdf page 59, lumped into “Direct Expenses” – (\$1,171,200 in FY 25 + \$1,218,200 in FY 26 = \$2,389,400 FY 25-26)**
- Indirect Expenses (only required if MPO has an approved indirect rate)? **No** | If yes, page number: **xx**
- Are Atypical expenses (see [Guide for UPWP Development](#)) clearly described? **No** | If yes, page number: **xx**
- Is Annual Audit expense included, if required? **No** | If yes, page number: **Note: Task V, Table 12, Budget Summary, pdf page 63, lumped into “Direct Expenses” – Audit: \$6,000 in FY 25 + \$6,000 in FY 26 = \$12,000 FY 25-26)**

Critical	Draft UPWP spreadsheet / template provided is using Version 4.1 dated 2/23/22. Please use the most recent / latest UPWP Budget Table (spreadsheet) template provided by the Central Office (Version 5.0 dated 2/5/24) At the time of the preliminary submittal, the latest UPWP Budget Table was not provided but the latest UPWP Budget Table is now included for the final UPWP.
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Do each of the other Work Element/Task Summary **Estimated Budget Tables** include the following?

- Personnel Services? **Yes**
- Consultant Services (if using consultant on task)? **Yes**
- Travel (if needed)? **Not Applicable**
- Direct Expenses (if needed)? **Not Applicable**
- Indirect Expenses (only required if MPO has an approved indirect rate)? **Not Applicable**
- Supplies (if needed)? **No**
- Equipment (if needed)? **No**

Critical	<p>On pdf page 63, Task V, Table 12, Budget Summary, please include the funding / cost breakdown per line item for Direct Expenses.</p> <ul style="list-style-type: none">• Suggestion: Sort the cost breakdown items alphabetically or categorically <p>Please see screen captures below for details:</p> <p>The Budget Summary for Task V has been updated accordingly on Page 62 and 63.</p>
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See example screen capture from the excel spreadsheet:

Unified Planning Work Program (UPWP) Review Checklist

	Task V TPO Administration								
MPO Vertical Reference	2025								
	Funding Source	FHWA			CTD		Local		FY 2025 Total
	Contract Number								
	Source Level	PL	SU	Total	State	Total	I/Miami-Dade Co	Total	
	MPO Budget Reference								
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	FHWA (Total)	2025 CTD (State)	CTD (Total)	(Local)/Miami-Dade	Local (Total)		
	Personnel (salary and benefits)								
	Salary	\$ 806,400		-	\$ 72,288	-	\$ 201,600	-	\$ 1,080,288
	Fringe	\$ 264,960		-		-	\$ 66,240	-	\$ 331,200
	County Service Fee	\$ 80,640		-	\$ 8,032	-	\$ 20,160	-	\$ 108,832
	Personnel (salary and benefits)	\$ 1,152,000	\$ -	\$ 1,152,000	\$ 80,320	\$ 80,320	\$ 288,000	\$ 288,000	\$ 1,520,320
\$ 50,000	Consultant								
	B. TPO Board Support		\$ 50,000	-		-		-	\$ 50,000
	Consultant Subtotal	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
	Travel								
	Travel/Training/Registration	\$ 56,000		-		-	\$ 14,000	-	\$ 70,000
	Travel Subtotal	\$ 56,000	\$ -	\$ 56,000	\$ -	\$ -	\$ 14,000	\$ 14,000	\$ 70,000
	Direct Expenses								
	County Liability Insurance	\$ 88,000		-		-	\$ 22,000	-	\$ 110,000
	Rent	\$ 528,960					\$ 132,240		\$ 661,200
	Copy Machines	\$ 20,000					\$ 5,000		\$ 25,000
	Audit	\$ 4,800					\$ 1,200		\$ 6,000
	Subscriptions	\$ 8,000					\$ 2,000		\$ 10,000
	Parking	\$ 800					\$ 200		\$ 1,000
	Mail	\$ 8,000					\$ 2,000		\$ 10,000
	HR Service	\$ 4,000					\$ 1,000		\$ 5,000
	Office Supplies	\$ 12,000					\$ 3,000		\$ 15,000
	Equipment	\$ 12,000		-		-	\$ 3,000	-	\$ 15,000
To Communications (to MDC)	\$ 18,400		-		-	\$ 4,600	-	\$ 23,000	
To IT Funding Module	\$ 61,600		-		-	\$ 15,400	-	\$ 77,000	
To ITD (MDC)	\$ 76,800		-		-	\$ 19,200	-	\$ 96,000	
ITD (MOU)	\$ 93,600		-		-	\$ 23,400	-	\$ 117,000	
	Direct Expenses Subtotal	\$ 936,960	\$ -	\$ 936,960	\$ -	\$ -	\$ 234,240	\$ 234,240	\$ 1,171,200
	Total	\$ 2,144,960	\$ 50,000	\$ 2,194,960	\$ 80,320	\$ 80,320	\$ 536,240	\$ 536,240	\$ 2,811,520

See example screen capture from the UPWP:

2023-2024 UPWP

Table 13. Budget Summary – Task V: TPO Administration							
Year 1: FY 2023							
Budget Category	FHWA	SU	FFY 21 FTA 5305(d)		CTD	Local	FY 2023 Total
	PL ¹		Federal	Local	State	Miami-Dade County	
Personnel (salary and benefits)							
Salary	\$616,800	\$400,000	\$143,100	\$15,900	\$70,000	\$154,200	\$1,400,000
Fringe	\$297,600	\$88,000				\$74,400	\$460,000
County Service Fee	\$61,680	\$40,000	\$14,310	\$1,590	\$7,000	\$15,420	\$140,000
Traveling							
Travel/Training/Registration	\$7,200	\$40,000				\$1,800	\$49,000
Direct Expenses							
County Liability Insurance	\$72,800					\$18,200	\$91,000
Rent	\$456,000					\$114,000	\$570,000
Copy Machines	\$20,000					\$5,000	\$25,000
Audit	\$8,000					\$2,000	\$10,000
Subscriptions	\$8,000					\$2,000	\$10,000
Parking	\$800					\$200	\$1,000
Mail	\$12,000					\$3,000	\$15,000
HR Service	\$4,000					\$1,000	\$5,000
Office Supplies	\$16,000					\$4,000	\$20,000
Equipment	\$16,000					\$4,000	\$20,000
Other Departments							
To Communications (MDC)	\$20,800					\$5,200	\$26,000
To ITD (MDC)	\$68,000					\$17,000	\$85,000
ITD HOU (MDC)	\$90,400					\$22,600	\$113,000
FY 2023 Total	\$1,776,080	\$568,000	\$157,410	\$17,490	\$77,000	\$444,020	\$3,040,000

2025-2026 Draft UPWP (notice direct expenses not itemized as compared to previous UPWP)

Table 12. Budget Summary – Task V: TPO Administration									
Task V: TPO Administration									
Funding Source	2025								FY 2025 Total
	FHWA			CTD		Local			
	Contract Number	PL	SU	Total	State	Total	Local/Miami-Dade County	Total	
	Source Level								
	MPO Budget Reference	Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	2025 CTD (State)	2025 CTD (Total)	2025 Local (Miami-Dade County)	
	Personnel (salary and benefits)	\$ 1,152,000	\$ -	\$ 1,152,000	\$ 80,320	\$ 80,320	\$ 288,000	\$ 288,000	\$ 1,520,320
	Consultant	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
	Travel	\$ 56,000	\$ -	\$ 56,000	\$ -	\$ -	\$ 14,000	\$ 14,000	\$ 70,000
	Direct Expenses	\$ 936,960	\$ -	\$ 936,960	\$ -	\$ -	\$ 234,240	\$ 234,240	\$ 1,171,200
	Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	2025 Totals	\$ 2,144,960	\$ 50,000	\$ 2,194,960	\$ 80,320	\$ 80,320	\$ 536,240	\$ 536,240	\$ 2,811,520
Funding Source	2026								FY 2026 Total
	FHWA			CTD		Local			
	Contract Number	PL	SU	Total	State	Total	Local/Miami-Dade County	Total	
	Source Level								
	MPO Budget Reference	Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	2026 CTD (State)	2026 CTD (Total)	2026 Local (Miami-Dade County)	
	Personnel (salary and benefits)	\$ 1,228,800	\$ -	\$ 1,228,800	\$ 80,320	\$ 80,320	\$ 287,200	\$ 287,200	\$ 1,616,320
	Consultant	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
	Travel	\$ 64,000	\$ -	\$ 64,000	\$ -	\$ -	\$ 16,000	\$ 16,000	\$ 80,000
	Direct Expenses	\$ 974,560	\$ -	\$ 974,560	\$ -	\$ -	\$ 245,640	\$ 245,640	\$ 1,220,200
	Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	2026 Totals	\$ 2,267,360	\$ 50,000	\$ 2,317,360	\$ 80,320	\$ 80,320	\$ 546,840	\$ 546,840	\$ 2,964,320

MPO Regional Activities Task (required if MPO is transferring funds between MPOs and/or FDOT to complete regional planning activities)

Unified Planning Work Program (UPWP)

Review Checklist

Does the MPO have distinct tables to reflect MPO funding and overall regional task funding? In the UPWP Budget Table template provided by the Central Office, these tables are called MPO Regional Activities and All Regional Accounting. [Yes | If yes, page number: Note: See Table 11, Shared Regional Tasks page 57 of PDF and Shared Regional Tasks Detailed Breakdown page 58 of PDF.](#)

Do the Regional Work Element/Task Budget Table(s):

- Show ALL agencies (e.g., other MPOs, FDOT) included in the regional activities? [Yes | If yes, page number: 58 of PDF](#)
- Show amounts to be transferred by the MPO to other agencies (if applicable)? [Yes | If yes, page number: 58 of PDF](#)
- Show amounts to be received by the MPO from other agencies (if applicable)? [Yes | If yes, page number: 57-58 of PDF](#)
- Show activities the funds are being used for? [Yes | If yes, page number: 57-58 of PDF](#)
- Do all participating MPOs use identical:
 - Descriptions of the activities to be completed [No | If yes, page number: xx](#)
 - Task name, activity description(s), and budgeted funds [No | If yes, page number: xx](#)

Critical	Please confirm that the funds for the Regional Tasks have been set aside and coordinated with the other agencies. (NOTE – we do not have information for all other MPOs to verify this.) This comment is noted.
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Funding Source Budget Table

Did the MPO use the UPWP Budget Table template provided by the Central Office for Funding Source Budget Table?

[No](#) [At the time of the preliminary submittal, the latest UPWP Budget Table was not provided but the latest UPWP Budget Table is now included for the final UPWP](#)

Total Year 1 contract amounts:

- DRAFT UPWP:
 - PL funds, which include Year 1 FTA 5305(d) and Year 1 PL funds (refer to Chris Bratton's PL Spreadsheet ***total should not include estimated amount to be de-obligated from the previous FY***)? [No | If yes, page number: xx](#)
 - STBG or other federal funds (Year 1 amount shown in FDOT Tentative Work Program)? [No](#)
 - Prior year active FTA contracts (PTGAs) with estimated amount? (contracts will be aligned in the fall once we have remaining balances at the end of the fiscal year.) [No](#)
- FINAL UPWP:
 - PL funds, which include Year 1 FTA 5305(d) and Year 1 PL funds (refer to Chris Bratton's UPDATED PL Spreadsheet, which will include the MPO Board approved de-obligated amount)? [No](#)
 - STBG funds or other federal funds (Year 1 amount shown in FDOT Tentative Work Program) + MPO Board approved de-obligated funds (if applicable) [No](#)

Unified Planning Work Program (UPWP)

Review Checklist

- Prior year active FTA contracts (PTGAs) with estimated amount? (contracts will be aligned in the fall once we have remaining balances at the end of the fiscal year.) **No**
- Does the Funding Source Budget Table include soft match amounts? **No**

No comment	Note: Final UPWP was not received or reviewed at this time.
Critical	Missing Funding Source Table and Summary Budget Table (Chris Bratton's PL Spreadsheet) are not included in the draft UPWP. At the time of the preliminary submittal, the latest UPWP Budget Table was not provided but the latest UPWP Budget Table is now included for the final UPWP. Appendix D includes the UPWP Summary Financial Tables.

Total Year 2 contract amounts:

- DRAFT UPWP:
 - PL funds, which include Year 2 FTA 5305(d) and Year 2 PL funds (refer to Chris Bratton's UPDATED PL Spreadsheet, which will include the MPO Board approved de-obligated amount)? **No** | If yes, page number: xx
 - STBG or other federal funds (Year 2 amount shown in FDOT Tentative Work Program)? **No**
- FINAL UPWP:
 - PL funds, which include Year 2 FTA 5305(d) and Year 2 PL funds (refer to Chris Bratton's UPDATED PL Spreadsheet, which will include the MPO Board approved de-obligated amount)? **No**
 - STBG funds or other federal funds (Year 2 amount shown in FDOT Tentative Work Program) + MPO Board approved de-obligated funds (if applicable) **No**
- Does the Funding Source Budget Table include soft match amounts? **No**

No comment	Note: Final UPWP was not received or reviewed at this time.
Critical	Missing Funding Source Table and Summary Budget Table (Chris Bratton's PL Spreadsheet) are not included in the draft UPWP. At the time of the preliminary submittal, the latest UPWP Budget Table was not provided but the latest UPWP Budget Table is now included for the final UPWP. Appendix D includes the UPWP Summary Financial Tables.

Since the UPWP is the "Scope of Service" for the FDOT/MPO Agreement, it is important to confirm that the total amounts for Year 1 and Year 2 in the UPWP also match what is shown on the FDOT/MPO Agreement.

- Do the FINAL UPWP PL amounts shown in Year 1 plus Year 2 match what is shown on the new FDOT/MPO Agreement? **No**
- Does Other FHWA funding (i.e., SU, CMAQ, etc.) amounts shown in Year 1 and Year 2 match what is shown on the new FDOT/MPO Agreement? **No**

Unified Planning Work Program (UPWP)

Review Checklist

No comment	Note: Final UPWP was not received or reviewed at this time.
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Summary Budget Table

Did the MPO use the UPWP Budget Table template provided by the Central Office for the Summary Budget Table?

No

Do the **total Year 1 contract amounts** match what is shown on the Funding Source Budget Table? No

Do the **total Year 2 contract amounts** match what is shown on the Funding Source Budget Table? No

No comment	NOTE: Summary Budget Table was not included in the UPWP document at this time. At the time of the preliminary submittal, the latest UPWP Budget Table was not provided but the latest UPWP Budget Table is now included for the final UPWP. Appendix D includes the UPWP Summary Financial Tables.
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General UPWP Comments

Editorial	Is the TPO seeking any potential or proposed <u>lane-repurposing</u> projects which would include Consultant Supported Efforts funds? If so, the UPWP should include these types of improvements as a Task/Activity with the appropriate funding sources (e.g., PL, SU, and/or LF). Note, a more significant effort is expected per the latest FDOT lane-repurposing guidance which includes a robust traffic analysis including dynamic traffic assignment and wider area of influence. (Only applicable along the state highway system). At this time, the Miami-Dade TPO is not seeking potential or proposed lane-repurposing projects, but this comment is noted.
Editorial	Is the TPO seeking any upcoming <u>FHWA Grant Programs</u> which would include Consultant Supported Efforts funds? If so, the UPWP should include these types of programs as a Task/Activity with the appropriate funding sources (e.g., PL, SU, and/or LF). This comment is noted and added a note in Task III, Group D, Activity 40 on Page 45.
Editorial	Suggestion: Include language / content for <u>Protected Intersections</u> as a Complete Streets element on improving the pedestrian / bicycle network in Task III, Group E, Activity # 49. This note has been included in Task III, Group B, Activity 23 (Page 41).
Critical	The UPWP states Complete Streets is addressed in all Tasks; please specifically show the set aside required 2.5% for Complete Streets activities. This must be identified in budget tables and in UPWP text. A note has been included in Table 10 on Page 53 and Task III. Technical Programs, A. SMART Plan & Programs, D. Transportation Planning Support, and G. Municipal Grant Program fulfill this requirement.
Enhancement	The UPWP states resilience is addressed in all Tasks; however, it is only included in Task III activities. Please add additional details on how resilience is addressed in other tasks. Additionally, the description of resilience on page 18 of the PDF should mention FDOT resilience efforts including, but not limited to, the Resilience Action Plan (RAP), Resilience Improvement Plan (RIP), etc. Inclusions on the details have been updated and are on Page 15.

Unified Planning Work Program (UPWP)

Review Checklist

Critical	On page 7, Table 3, Funding Analysis, please advise if the Florida Commission for the Transportation Disadvantaged (CTD) State Funds indicating a total of \$160,640 for FY 25 and 26, should be programmed under FM# 439334-5-14 or another FM No.? Please see screen capture below for details: Project is an estimate since the Application has not been submitted yet (expected obligation is May 2024) and the FM# is unknown until the Commission for the Transportation Disadvantaged approves it (expected is July 2024).
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Table 3. Funding Analysis – Total Funds Available FYs 2025 & 2026

Source	Federal	State	Local	Total	Soft Match*
FHWA PL	\$11,177,693		\$2,822,000	\$13,997,693	\$2,529,383
FHWA SU	\$6,000,000			\$6,000,000	
CTD		\$160,640		\$160,640	
Total	\$17,177,693	\$160,640	\$2,822,000	\$20,158,333	\$2,529,383

*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 \$2,529,383.13. This amount is not included in the total UPWP budget.



Fiscal Years 2025 and 2026

Appendix F. Comments & Responses from FDOT & FHWA

Federal Comments				Response to Comment
1		Critical	Submit documentation showing the available and programmed: PL, the PL balances from previous years, and the SU funds for Miami-Dade TPO's UPWP for years 2025-2026 so we can verify that upper limit for programmed funds for both FHWA and FTA.	Miami-Dade TPO will process Deobligation on April 18 th .
2		Critical	Ensure the Excel UPWP Budget Tables are consistent with the tables within the UPWP Word document.	The excel UPWP budget tables have been updated to be consistent with the Word Document/PDF.
3		Critical	Specify and clarify which activities or subtasks are performed by staff vs. consultants and the corresponding costs for these. In the event a transit agency/authority is completing the activity this should be indicated in the UPWP.	In each of the Task tables, there is an asterisk that indicates “*TPO staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year.” Additionally, if other agencies are supporting the activity, it is noted.
4		Critical	All major transportation planning efforts/studies within the MPO boundaries should be described in the UPWP (including corridor and sub-area studies in accordance with 23 CFR 450.318) regardless of source of funding or entity undertaking the work. For example, planning activities/studies requesting FTA funds are not evident in the draft and can't be cross referenced when recipients are completing TrAMS application. FTA should be able to identify the plan and the programmed cost to ensure the TrAMS application is reflective.	Noted. It is not anticipated there will be FTA funds for the planning efforts/studies.
5		Critical	Clarify how existing and future discretionary/competitive awards are reflected in the UPWP. Note that these plans and programmed amounts should be identifiable and referenced for verification when transit agencies/authorities are applying for funds in their TrAMS applications.	Noted. It is not anticipated the TPO will be applying for the Transit Award Management System (TrAMS) but may coordinate with appropriate agencies on this effort.
6		Editorial	If planning activities are proposed for funding under the FTA Section 5307 program or any other FTA program, please ensure they are listed and programmed in the UPWP (even if being undertaken by the transit agency and not the TPO).	No 5307 will be used for planning activities as confirmed by Miami-Dade DTPW. Appendix A Includes FDOT D6 Planning Activities.
7		Critical	If any programmed 5305(d) funds that are converted to PL are estimates, coordination with the State DOT may be required for UPWP modification or amendment after review of FTA apportionments.	Noted.



Fiscal Years 2025 and 2026

Appendix F. Comments & Responses from FDOT & FHWA

Federal Comments				Response to Comment
8		Critical	2.5% of the TPO's PL must be spent on Complete Streets planning activities. Indicate the associated tasks fulfilling this requirement.	Noted in Task III. Technical Programs, A. SMART Plan & Programs, D. Transportation Planning Support, and G. Municipal Grant Program fulfill this requirement and is shown on Page 53.
9		Other	It appears the Miami UZA crosses slightly into Martin County. Does Martin County receive any of the Miami UZA apportionment to assist with planning and/or transit related activities? Seeing that the Miami UZA crosses into Martin County. How does the TPO ensure that transit representation from Martin County is included.	As part of the RTTAC, the Treasure Coast Regional Planning Council (TCRPC) is part of the committee, in which Martin MPO is included.
10		Other	If the UZA boundaries changed due to the 2020 census, did any of the agreements referenced in the UPWP require amending?	Noted in the Summary of 2020 Census Changes in TRAMS, there was a UZA Name Changes, "Miami—Fort Lauderdale, FL" and no boundary change.
11		Critical	If funding is being carried over from the prior-year UPWP, carryover amounts, and activities should be listed in the document. Please identify any incomplete work elements or activities financed with Federal planning assistance awarded in previous fiscal years as carryover activities.	Table 7. Carry Forward Activities & Studies identifies the activities, de-obligated amount, and source of funding on Page 16.
12		Critical	For the purchase of office equipment, including software, single purchases which exceed \$5,000 must get pre-approval from FHWA.	Noted, not anticipated an item would be more than \$5,000.
13		Critical	All Agreements or Certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI Nondiscrimination Policy Statement and Disadvantaged Business Enterprise (DBE) statements should be signed and dated, and included in the final document.	Appendix C includes the Statements and Assurances, which are signed and dated.
14		Critical	The Federal Aid Project Number and Financial Project number must be included.	This has been updated.
15		Critical	A signed resolution approving the final UPWP must be included.	The response is pending the final UPWP.



Fiscal Years 2025 and 2026

Appendix F. Comments & Responses from FDOT & FHWA

Federal Comments					Response to Comment
	16	Critical	The final UPWP for approval must include a copy of all the reviewing agencies' comments and how the TPO addressed each comment.		Appendix F includes Comments & Responses from FDOT & FHWA.
	17	Critical	We will verify the regional task descriptions and amounts at a later date once we receive draft UPWPs from the regional partners.		Noted.



TP

**Miami-Dade Transportation
Planning Organization**

 www.miamidadetpo.org

