



DATE: Wednesday, November 14, 2018

TIME: 9:00 a.m.

Wireless access available
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Commissioner Pete Clarke, Board Vice Chair, Presiding

PLEASE SILENCE CELL PHONES

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|------|--|--------------------------------|
| I. | CALL TO ORDER AND PLEDGE OF ALLEGIANCE | Vice Chair Clarke |
| II. | CHAIR'S ANNOUNCEMENTS | Vice Chair Clarke |
| III. | EXECUTIVE DIRECTOR'S ANNOUNCEMENTS | Mr. Gary Huttman |
| IV. | CONFIRMATION OF QUORUM | Ms. Cathy Goldfarb |
| V. | AGENDA REVIEW | Mr. Gary Huttman |
| VI. | COMMITTEE REPORTS | |
| | Municipal Advisory Committee | Council President John Dowless |
| | Community Advisory Committee | Mr. Atlee Mercer |
| | Technical Advisory Committee | Mr. Hazem El-Assar |
| | Transportation Systems Management & Operations Committee | Mr. Kelly Brock |

VII. PUBLIC COMMENTS ON ACTION ITEMS

Comments from the public will be heard pertaining to Action Items on the agenda for this meeting. People wishing to speak must complete a "Speakers Introduction Card." Each speaker is limited to two minutes. People wishing to speak on other items will be acknowledged under Agenda Item XIV.

VIII. CONSENT AGENDA

(Tab 1)

- A. Approval of Minutes from September 12, 2018 Board meeting
- B. Approval of August-September 2018 Financial Report
- C. Acknowledgement of August-September 2018 Travel Report
- D. Approval and Acceptance of the Annual Financial Report and Audit
- E. Approval of Contract Renewal for Crash Database with the University of Florida
- F. Approval of General Planning Consultant (GPC) Contract
- G. Ratification of Approval of Contract with East Central Florida Regional Planning Council
- H. Approve the 2019 Board & Committee Schedules

IX. OTHER ACTION ITEMS

- A. *FDOT Amendment to FY 2018/19 - 2022/23 TIP* (Tab 2)
Mr. Keith Caskey, MetroPlan Orlando staff

- B. *FTE Amendment to FY 2018/19 - 2022/23 TIP* (Tab 3)
Mr. Keith Caskey, MetroPlan Orlando staff

- C. *FDOT National Highway System Performance Measures & Targets* (Tab 4)
Mr. Nick Lepp, MetroPlan Orlando staff

- D. *Title VI Program: Nondiscrimination & Language Plan* (Tab 5)
Ms. Cynthia Lambert, MetroPlan Orlando staff

X. INFORMATION ITEMS FOR ACKNOWLEDGEMENT (Action Item) (Tab 6)

A. Executive Director's Report

B. Status Updates

- FDOT Quarterly Variance Report
- FDOT Monthly Construction Status Report – September 2018

C. General Information

- The Continuity of Operations Plan (COOP) was updated in October 2018
- FDOT On line Public Hearing – December 3-7, 2018
- Holiday Volunteer Appreciation – December 14, 2018
- Executive Committee Meeting – December 12, 2018

D. Featured Articles and Research

- “Public Transit Is Key Strategy in Advancing Vision Zero, Eliminating Traffic Fatalities”, American Public Transit Association. www.bit.ly/2wDVMob
- “Want Greener Streets? Make Room for Bikes and Trees”
https://www.citylab.com/transportation/2018/09/want-greener-streets-make-room-for-bikes-and-trees/570112/?utm_source=nl_link4_091318&silverid=Mzk3MjE1NDQ0MjM4S0&utm_source=citylab-daily&silverid=Mzk3MjE1NDQ0MjM4S0
- “Universal Basic Mobility is coming. And it’s long overdue.”
<https://www.citylab.com/perspective/2018/10/universal-basic-mobility-is-coming-and-its-long-overdue/572017/>
- *League of Women Voters Transportation Report Card*
https://metroplanorlando.org/wp-content/uploads/LWVOC_2018_Transportation_Report_Card-Final_09-24-2018.pdf

XI. OTHER BUSINESS

- A. **Health and Sustainability White Papers** – Ms. Elizabeth Whitton, MetroPlan Orlando
<https://metroplanorlando.org/programs-resources/health-transportation/>
- B. **Transit Oriented Development & Potential SunRail Riders** - Ms. Elizabeth Whitton, MetroPlan Orlando
<https://metroplanorlando.org/programs-resources/transit/>
- C. **SunRail Southern Expansion Update** – Ms. Nicola Liquori, Sun Rail
- D. **Lynx Autonomous Vehicle Initiative** – Mr. Doug Jamison, LYNX
- E. **Florida’s Coast to Coast Trail & Stakeholder Activities** – Ms. Julia Holtzhausen, FDOT & Ms. Tara McCue ECFRPC

XII. BOARD MEMBER COMMENTS

XIII. PUBLIC COMMENTS (GENERAL)

XIV. NEXT MEETING: Wednesday, December 12, 2018

XV. ADJOURNMENT

In accordance with the Americans with Disabilities Act (ADA), if any person with a disability as defined by the ADA needs special accommodations to participate in this proceeding, he or she should contact Ms. Cathy Goldfarb, Senior Board Services Coordinator, at MetroPlan Orlando, 250 S. Orange Avenue, Suite 200, Orlando, Florida, 32801 or by telephone at (407) 481-5672 x315 or email at cgoldfarb@metroplanorlando.org at least three business days prior to the event.

Persons who require translation services, which are provided at no cost, should contact Ms. Cathy Goldfarb, Senior Board Services Coordinator, at MetroPlan Orlando at 250 S. Orange Avenue, Suite 200, Orlando, Florida 32801 or by telephone at (407) 481-5672 x315 or by email at cgoldfarb@metroplanorlando.org at least three business days prior to the event.

As required by Section 286.0105, Florida Statutes, MetroPlan Orlando hereby notifies all interested parties that if a person decides to appeal any decision made by MetroPlan Orlando with respect to any matter considered at such meeting or hearing, he or she may need to ensure that a verbatim record is made to include the testimony and evidence upon which the appeal is to be based.

TAB 1





MetroPlan Orlando Board

MEETING MINUTES

DATE: Wednesday, September 12, 2018

TIME: 9:00 a.m.

LOCATION: MetroPlan Orlando
Park Building
250 S. Orange Ave, Suite 200
Orlando, FL 32801

Commissioner Cheryl L. Grieb, Board Chairwoman, Presided

Members

Mr. Dean Asher, GOAA
Hon. Pat Bates, City of Altamonte Springs
Hon. Pete Clarke, Orange County
Hon. Lee Constantine, Seminole County
Hon. Bob Dallari, Seminole County
Hon. John Dowless, Municipal Advisory Committee
Hon. Buddy Dyer, City of Orlando
Hon. Cheryl L. Grieb, Osceola County
Hon. Samuel B. Ings, City of Orlando
Hon. Viviana Janer, LYNX/Central Florida Commuter Rail Commission
Hon. Rod A. Love, Orange County
Hon. Victoria Siplin, Orange County
Mr. Stephen Smith, Sanford Airport Authority
Hon. Betsy VanderLey, Orange County

Advisors in Attendance:

Mr. Kelly Brock, Transportation Systems Management & Operations Committee
Mr. Hazem El-Assar, Technical Advisory Committee
Ms. Sarah Elbadri for Mr. Atlee Mercer, Community Advisory Committee
FDOT Secretary Mike Shannon, District 5

Members/Advisors not in Attendance:

Hon. Jose Alvarez, City of Kissimmee
Hon. Fred Hawkins, Jr., Central Florida Expressway Authority
Hon. Teresa Jacobs, Orange County
Hon. Bryan Nelson, City of Apopka
Hon. Jennifer Thompson, Orange County
Hon. Jeff Triplett, City of Sanford
Vacant, Kissimmee Gateway Airport

Staff in Attendance:

Mr. Steve Bechtel, Mateer & Harbert
Mr. Keith Caskey
Ms. Lisa Smith
Ms. Cathy Goldfarb
Mr. Eric Hill
Ms. Mary Ann Horne
Mr. Gary Huttman
Ms. Cynthia Lambert
Mr. Nick Lepp
Mr. Jason Loschiavo
Ms. Virginia Whittington
Mr. Mighk Wilson
Mr. Joe Davenport

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Commissioner Cheryl L. Grieb called the meeting to order at 9:00 a.m. Mr. Stephen Smith led the Pledge of Allegiance.

II. CHAIRWOMAN'S ANNOUNCEMENTS

Commissioner Grieb reported that the Central Florida MPO Alliance held their annual joint meeting with the Tampa Bay Area Regional Transit Authority MPO Chairs Coordinating Committee July 13th. Commissioner Constantine provided a report on the meeting where presentations were given by Rick Homan, President & CEO of the Tampa Bay Partnership and Tim Giuliani, President & CEO of the Orlando Economic Partnership on work they have underway and Hyperloop Transportation Technologies (HTT) on HyperLoop, Commissioner Dallari, who also attended and served on a panel, provided some additional comments on the joint meeting noting that the two groups face similar issues and it was good to hear another

perspective. Commissioner Grieb noted that the SunRail South expansion recently had their grand opening. Commissioner Janer provided a report on the August 30th Commuter Rail Commission meeting and Board members viewed a video of the grand opening celebration. She reported that the Commission requested a marketing plan for growing ridership and last mile connectivity and had questions regarding ticketing equipment and the accuracy of conductor hand count ridership counts. Commissioner Janer added that SunRail received a \$15 million Federal Railroad Administration grant to offset the \$80 million cost of implementing mandated Positive Train Control. Commissioner Grieb informed Board members that she attended the recent MPOAC meeting and encouraged other Board members to attend future meetings. She called attention to a one-page supplemental item on Guidelines for the Regulation and Management of Shared Active Transportation which included a link to the full report. Commissioner Grieb reported that the TDLCB held their quarterly meeting August 9th. Commissioner Constantine, who chairs the TDLCB, provided a report on the meeting. He reported that TDLCB acknowledged execution of the Orange, Osceola and Seminole FY 2018-19 TD Local Program Administrative Support Agreement and LYNX's intent to submit an annual application for a 2019 Trip & Equipment Grant. Committee members, he noted, received an update from LYNX's Mobility Management Services Division, a presentation on LYNX's Autonomous Vehicle Initiative and a presentation on Equity in Transportation. Commissioner Constantine thanked the Board in advance for their support of a resolution for Blind Americans Equality Day, which is recognized nationally on October 15th. He called attention to the local chapter of the National Federation for the Blind's awareness event at Princeton Elementary School on October 15th. Commissioner Grieb noted that this was Executive Director Gary Huttman's first Board meeting in his new position. She added that a retirement reception was held for Mr. Harry Barley on August 23rd.

III. EXECUTIVE DIRECTOR'S ANNOUNCEMENTS

Mr. Gary Huttman noted that Ms. Sarah Elbadri, CAC Vice-chair, was in attendance for Mr. Atlee Mercer. He called attention to a new item on the agenda, a written Executive Director's report, which will be a regular agenda information item. Mr. Huttman reported that copies of the latest MetroPlan Orlando Annual report were provided and staff would welcome any comments on the report. He informed Board members that MetroPlan Orlando was approved for a FHWA grant on multimodal connectivity and will be partnering with the East Central Florida Regional Planning Council on the grant. He noted that Best Foot Forward conducted crosswalk enforcement in Osceola County August 15th. In addition, Mr. Huttman attended a Brightline public hearing on private activity bonds on August 29th and participated on a panel at an FTC meeting in Tallahassee last week. He reported that Executive Committee meetings are planned and Committee members will be polled for potential meeting dates.

IV. CONFIRMATION OF QUORUM

Ms. Cathy Goldfarb confirmed a quorum of 14 voting members present. Also present were 4 advisors; and the meeting having been duly convened was ready to proceed with business.

V. AGENDA REVIEW

Mr. Huttman reported that an addendum had been added to the Consent Agenda item VIII.J. He asked that Board members delete the November 14 Executive Committee meeting,

as that meeting was being rescheduled. With those changes, Mr. Huttman stated that they were ready to move forward with the agenda.

VI. COMMITTEE REPORTS

Council President John Dowless reported that MAC met on September 6, 2018. MAC members recommended approval of two FDOT amendments to the FY 2018/19-2022/23 TIP both of which amend the TIP to include projects that had funds roll forward and the FY 2023/24-2039/40 Prioritized Project List. After receiving an update on the Colonial Parkway project by Ms. Abra Horne, he added, committee members recommended approval of the administrative amendment to the 2040 LRTP. Lastly, he noted, MAC received an update on the LYNX Autonomous Vehicle Initiative.

Ms. Sarah Elbadri reported that Community Advisory Committee members met on August 22, 2018 and the chairman, Atlee Mercer, who is from Osceola County, was very excited to ride SunRail from Kissimmee to the meeting for the first time. She told Board members that the CAC recommended approval of the Transportation Improvement Program amendments for roll-forward projects and the new Prioritized Project List. The CAC also recommended approval of the amendment to the 2040 Long Range Transportation Plan to include additional phases of the Colonial Parkway project, though the vote was not unanimous. The two members casting dissenting votes felt that the project would contribute to sprawl in Central Florida. CAC members also heard a presentation on bicycle and pedestrian fatalities, and had a chance to say farewell to Mr. Barley.

Mr. Hazem El-Assar reported that Technical Advisory Committee members met on August 24, 2018 and recommended approval of the TIP amendment requests for the roll forward and SunRail amendments, the 2024 – 2040 Prioritized Project List and the 2040 LRTP amendment for the Colonial Parkway project and heard a presentation on the Colonial Parkway project as well.

Mr. Kelly Brock reported that the Transportation Systems Management & Operations Committee met on August 24, 2018 and approved the June 22 meeting minutes. TSMO members also approved the FY 2023/24 - 2039/40 Prioritized Project List (PPL) and a request from Florida's Turnpike Enterprise for an administrative amendment to the 2040 LRTP to update the project phases for the Colonial Parkway project. He added that TSMO had a presentation by Ms. Stephanie Smith, Uber Florida- Public Affairs, on Uber service and how it is impacting how people choose to make trips

VII. PUBLIC COMMENTS ON ACTION ITEMS

None.

VIII. CONSENT AGENDA

A. Approval of Minutes from July 11, 2018 Board meeting

B. Approval of June-July 2018 Financial Report

C. Acknowledgement of June-July 2018 Travel Report

- D. Approval of travel for Commissioner Constantine to attend the NARC Board Retreat in Cleveland, October 2-3
- E. Ratification of FY 18 Budget Amendment #6
- F. Approval of FY 19 Budget Amendment #1
- G. Resolution Amending Investment and Bank Account Signature Authority
- H. Resolution in support of “Blind Americans Equality Day”
- I. Resolution in support of “Put the Brakes on Fatalities Day”
- J. Executive Committee Appointment

MOTION: Commissioner Bob Dallari moved approval of Consent Agenda, Action Items A-J. Commissioner Viviana Janer seconded the motion, which passed unanimously.

IX. OTHER ACTION ITEMS

- A.
 - 1. Ratification TIP amendment for the US 17/92 & Airport Boulevard Intersection
 - 2. Approval to TIP Roll Forward Amendments
 - 3. Approval of SunRail TIP Roll Forward Amendments

Mr. Keith Caskey, MetroPlan Orlando, noted that the emergency TIP amendment changed funding from state funds to federal funds. He added that the other two TIP amendments were routine amendments for projects with funds rolling forward from FY 2017/18 to FY 2018/19 to ensure that the projects shown in the TIP are consistent with the projects shown in FDOT’s Five Year Work Program.

MOTION: Commissioner Lee Constantine moved approval of TIP amendments A, 1-3. Commissioner Bob Dallari seconded the motion, which passed unanimously. (Roll Call Vote taken).

B. Approval of amendments to the 2040 LRTP

Mr. Nick Lepp, MetroPlan Orlando provided a brief presentation on the request from Florida’s Turnpike Enterprise. The amendments, he reported, added design, right-of-way and construction for the Colonial Parkway from SR 408 to SR 520 and PD&E from SR 520 to SR 528.

MOTION: Commissioner Bob Dallari moved approval of amendments to the 2040 LRTP. Commissioner Lee Constantine seconded the motion, which passed unanimously. (Roll Call Vote taken).

C. Approval of Prioritized Project List and the Draft Priority Project List of the Central Florida MPO Alliance

Mr. Nick Lepp, MetroPlan Orlando gave a brief presentation prior to action being taken. He reported that the current draft Prioritized Project list had been broken down based on performance measures and was reflective of the new performance based planning that was being implemented. Mr. Lepp added that the same SU funding percentage breakdown was used and the 4P status was included on the document along with projects currently funded and the phases funding was available. He called attention to one project change. The John Young Parkway project from Pleasant Hill Road to Portage Road moved up from number 7 to number 2.

MOTION: Commissioner Samuel Ings moved approval of the Prioritized Project List and the Draft Priority Project List of the Central Florida MPO Alliance
Commissioner Betsy VanderLey seconded the motion, which passed unanimously.

X. INFORMATION ITEMS FOR ACKNOWLEDGEMENT

A. Executive Director's Report

B. Status Updates

- FDOT Monthly Construction Status Report – July 2018
- MetroPlan Orlando's Air Quality Report – June-August 2018

C. General Information

- WTS Scholarship & Awards Banquet – September 20, 2018
- Central Florida MPO Alliance Meeting – October 12, 2018
- FDOT On line Public Hearing – December 3-7, 2018
- Holiday Volunteer Appreciation – December 14, 2018
- Executive Committee Meeting - November 14, 2018 to be rescheduled
- Executive Committee Meeting – December 12, 2018

D. Featured Articles and Research

- “*The Policy Trajectory of Autonomous Vehicles*” Penn Wharton Public Policy Initiative, by John Paul MacDuffie, PhD
<https://publicpolicy.wharton.upenn.edu/issue-brief/v6n4.php>
- “*State DOTs Examine Impact of E-Commerce on Logistics, Transportation,*” ASHTO Journal, June 29. 2018
<http://news.transportation.org/Pages/062918logistics.aspx>

- “Inclusive Transit: Advancing Equity Through Improved Access & Opportunity”, Transit Center, July 10, 2018
<http://transitcenter.org>
- Dockless bike, scooter firms clash with U.S. cities over regulations,
https://www.washingtonpost.com/local/trafficandcommuting/dockless-bike-scooter-firms-clash-with-us-cities-over-regulations/2018/08/04/Odb29bd0-9419-11e8-a679-b09212fb69c2_story.html?noredirect=on&utm_term=.9ef4929b2c2

MOTION: Mayor Pat Bates moved approval of the Information Items for Acknowledgement Commissioner Betsy VanderLey seconded the motion, which passed unanimously.

XI. PRESENTATIONS

A. Performance Measures and Targets Preview

Mr. Nick Lepp, MetroPlan Orlando gave a presentation on performance measures and targets, which were introduced with MAP 21 performance management in 2016/17. Mr. Lepp presented the target setting options, to either support statewide FDOT targets or set MetroPlan Orlando’s own nine targets and the decision to incorporate both. He reviewed the federal performance measures and targets, the scorecard being used to evaluate projects based on the MetroPlan Orlando targets and the performance based process. Commissioner Dallari asked why “poor” was considered an acceptable bridge and pavement target under the federal targets. Mr. Lepp responded that he will contact USDOT to get a response to that question and he will have additional information at the next Board meeting. He added that the Project Priority List including the new targets will be submitted to USDOT October 1st.

XII. BOARD MEMBER COMMENTS

Commissioner Dallari asked who would be issuing the private activity bonds for Brightline. Mr. Huttman responded that he did not have that information, however Brightline was scheduled to give a presentation at the November Board meeting and he will let them know about Commissioner Dallari’s information request.

Commissioner Grieb commented that during Best Foot Forward’s recent Osceola County enforcement a large number of tickets were written at a school crosswalk. She noted that Best Foot Forward recommended installing a Rectangular Rapid Flashing Beacon at that and other similar crossings. Commissioner Grieb noted that this was a relatively inexpensive way to mitigate mid-block crosswalk issues. Commissioner Dallari cautioned that Seminole County experienced patent issues in regards to installing that device.

XIII. PUBLIC COMMENTS (GENERAL)

None.

XIV. NEXT MEETING: Wednesday, November 14, 2018

Mr. Huttman thanked Board members for taking the time for the one-on-one meetings with him.

XV. ADJOURNMENT

There being no further business, the meeting adjourned at 9:47 a.m. The meeting was transcribed by Ms. Cathy Goldfarb.

Approved this 14th day of November 2018.

Commissioner Pete Clarke, Vice-Chairman

Ms. Cathy Goldfarb,
Senior Board Services Coordinator/ Recording Secretary

As required by Section 286.0105, Florida Statutes, MetroPlan Orlando hereby notifies all interested parties that if a person decides to appeal any decision made by MetroPlan Orlando with respect to any matter considered at such meeting or hearing, he or she may need to ensure that a verbatim record is made to include the testimony and evidence upon which the appeal is to be based.

**METROPLAN ORLANDO
AGENCYWIDE
BALANCE SHEET
For Period Ending 09/30/18**

ASSETS

Operating Cash in Bank	\$	711,381.74
Petty Cash	\$	125.00
SBA Investment Account	\$	1,659,968.81
FL CLASS Investment Account	\$	1,520,120.40
Rent Deposit	\$	20,000.00
Prepaid Expenses	\$	34,333.04
Accounts Receivable - Grants	\$	408,723.40
Fixed Assets-Equipment	\$	706,293.18
Accumulated Depreciation	\$	(429,138.10)

TOTAL ASSETS:	\$	4,631,807.47
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LIABILITIES

Accrued Personal Leave	\$	239,607.92
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TOTAL LIABILITIES:	\$	239,607.92
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EQUITY

FUND BALANCE:

Nonspendable:

Prepaid Items	\$	34,333.04
Deposits	\$	20,000.00
Unassigned:	\$	4,337,866.51

TOTAL EQUITY:	\$	4,392,199.55
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TOTAL LIABILITIES & EQUITY:	\$	4,631,807.47
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Net difference to be reconciled:	\$	-
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METROPLAN ORLANDO
AGENCYWIDE REVENUES & EXPENDITURES
For Period Ending 09/30/18

REVENUES	Current	Y-T-D	Budget	Variance Un/(Ovr)	% OF BUDGET
Federal Revenue	\$ 219,726.72	488,723.56	\$ 5,344,285.00	\$ 4,855,561.44	9.14%
State Revenue	\$ 25,917.12	27,906.11	\$ 236,890.00	\$ 208,983.89	11.78%
Local Revenue	\$ 45,433.50	45,433.50	\$ 1,178,127.00	\$ 1,132,693.50	3.86%
Interest Income	\$ 6,818.52	18,637.13	\$ 67,000.00	\$ 48,362.87	27.82%
Other	\$ 0.00	941.00	\$ 12,500.00	\$ 11,559.00	7.53%
Contributions	\$ 30,000.00	30,000.00	\$ 35,000.00	\$ 5,000.00	85.71%
Cash Carryforward	\$ 0.00	0.00	\$ 305,479.00	\$ 305,479.00	0.00%
Local Match - Transfers In	\$ 2,229.79	4,218.78	\$ 135,009.00	\$ 130,790.22	3.12%
TOTAL REVENUES:	\$ 330,125.65	\$ 615,860.08	\$ 7,314,290.00	\$ 6,698,429.92	8.42%
EXPENDITURES					
Salaries	\$ 136,526.08	344,793.73	\$ 1,901,489.00	\$ 1,556,695.27	18.13%
Fringe Benefits	\$ 45,299.40	114,402.58	\$ 617,385.00	\$ 502,982.42	18.53%
Local Match - Transfers Out	\$ 2,229.79	4,218.78	\$ 135,009.00	\$ 130,790.22	3.12%
Audit Fees	\$ 16,000.00	16,000.00	\$ 37,500.00	\$ 21,500.00	42.67%
Computer Operations	\$ 3,042.95	36,457.80	\$ 79,161.00	\$ 42,703.20	46.06%
Dues & Memberships	\$ 189.00	5,732.00	\$ 17,650.00	\$ 11,918.00	32.48%
Equipment & Furniture	\$ 2,699.40	2,699.40	\$ 14,200.00	\$ 11,500.60	19.01%
Graphic Printing/Binding	\$ 7,617.00	18,327.00	\$ 32,442.00	\$ 14,115.00	56.49%
Insurance	\$ 2,228.91	5,736.75	\$ 32,614.00	\$ 26,877.25	17.59%
Legal Fees	\$ 1,325.00	5,505.00	\$ 42,000.00	\$ 36,495.00	13.11%
Office Supplies	\$ 2,163.97	10,761.59	\$ 44,912.00	\$ 34,150.41	23.96%
Postage	\$ 580.10	878.16	\$ 3,500.00	\$ 2,621.84	25.09%
Books, Subscrips/Pubs	\$ 96.33	4,733.17	\$ 7,673.00	\$ 2,939.83	61.69%
Exec. Dir 457 Def. Comp.	\$ 384.62	384.62	\$ 10,133.00	\$ 9,748.38	3.80%
Rent	\$ 25,171.40	75,129.20	\$ 313,822.00	\$ 238,692.80	23.94%
Equipment Rent/Maint.	\$ 1,172.53	4,500.46	\$ 24,806.00	\$ 20,305.54	18.14%
Seminar & Conf. Regist.	\$ 1,882.70	6,262.70	\$ 21,195.00	\$ 14,932.30	29.55%
Telephone	\$ 498.41	744.02	\$ 7,130.00	\$ 6,385.98	10.44%
Travel	\$ 2,913.81	8,795.47	\$ 39,950.00	\$ 31,154.53	22.02%
Small Tools/Office Mach.	\$ 0.00	0.00	\$ 1,200.00	\$ 1,200.00	0.00%
HSA/FSA Annual Contrib.	\$ 0.00	0.00	\$ 12,500.00	\$ 12,500.00	0.00%
Computer Software	\$ 0.00	0.00	\$ 7,500.00	\$ 7,500.00	0.00%
Contingency	\$ 0.00	0.00	\$ 30,000.00	\$ 30,000.00	0.00%
Contractual/Temp Svcs.	\$ 232.00	928.00	\$ 9,594.00	\$ 8,666.00	9.67%
Pass-Thru Expenses	\$ 0.00	0.00	\$ 778,433.00	\$ 778,433.00	0.00%
Consultants	\$ 60,615.22	67,115.22	\$ 2,946,286.00	\$ 2,879,170.78	2.28%
Repair & Maintenance	\$ 0.00	0.00	\$ 1,200.00	\$ 1,200.00	0.00%
Advertising/Public Notice	\$ 483.17	2,139.25	\$ 11,026.00	\$ 8,886.75	19.40%
Other Misc. Expense	\$ 571.41	2,870.64	\$ 15,840.00	\$ 12,969.36	18.12%
Contributions	\$ 0.00	100,100.00	\$ 100,950.00	\$ 850.00	99.16%
Educational Reimb.	\$ 0.00	0.00	\$ 1,690.00	\$ 1,690.00	0.00%
Comm. Rels. Sponsors	\$ 0.00	1,000.00	\$ 15,500.00	\$ 14,500.00	6.45%
Indirect Expense Carryfwd.	\$ 0.00	0.00	\$ 0.00	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 313,923.20	\$ 840,215.54	\$ 7,314,290.00	\$ 6,474,074.46	11.49%
AGENCY BALANCE:	\$ 16,202.45	\$ (224,355.46)			



Travel Summary - September 2018

Traveler:	Gary Huttman
Dates:	September 6-7, 2018
Destination:	Tallahassee, FL
Purpose of trip:	FTC Meeting
Cost:	\$313.10
Paid By:	MetroPlan Orlando funds

Traveler:	Elizabeth Whitton
Dates:	September 10-14, 2018
Destination:	West Palm Beach, FL
Purpose of trip:	APA Florida Conference/Miami SMART Plan Site Visit
Cost:	\$1,370.30
Paid By:	MetroPlan Orlando funds



Board Action Fact Sheet

Meeting Date: November 14, 2018

Agenda Item: VIII.D. (Tab 1)

Roll Call Vote: No

Action Requested: Approval and Acceptance of the Annual Financial Report and Audit

Reason: The annual financial report and audit must be approved and accepted by the MetroPlan Orlando Board annually.

Summary/Key Information: There were no management findings in the report. MetroPlan Orlando received a clean audit report, and ended the fiscal year in good financial condition with an unrestricted net position of \$4,342,219.

MetroPlan Budget Impact: None

Local Funding Impact: None

Committee Action:

CAC:	N/A
TSMO:	N/A
TAC:	N/A
MAC:	N/A

Staff Recommendation: Recommends approval

Supporting Information: The full financial report is available at <https://metroplanorlando.org/wp-content/uploads/MetroPlan-Orlando-FY2018-Annual-Financial-Report-FINAL.pdf>

Required final communication from the auditors is provided behind this fact sheet.



November 14, 2018

To the Members of the Board of
MetroPlan Orlando
Orlando, Florida

We have audited the basic financial statements of MetroPlan Orlando (the “Organization”) as of and for the year ended June 30, 2018, and have issued our report thereon dated October 4, 2018. Professional standards require that we provide you with the following information related to our audit.

OUR RESPONSIBILITY UNDER U.S. GENERALLY ACCEPTED AUDITING STANDARDS,
GOVERNMENT AUDITING STANDARDS, AND THE UNIFORM GUIDANCE

As stated in our engagement letter dated November 16, 2016, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we considered your internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We also considered internal control over compliance with requirements that could have a direct and material effect on the Organization’s major federal programs and major state project in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the OMB Uniform Guidance and Chapter 10.550, *Rules of the Auditor General*, as applicable.

As part of obtaining reasonable assurance about whether your financial statements are free of material misstatement, we performed tests of the Organization’s compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit.

In accordance with the OMB Uniform Guidance, we examined, on a test basis, evidence about compliance with the types of compliance requirements described in the OMB Uniform Guidance *Compliance Supplement* and the Florida Department of Financial Services *State Compliance Supplement* applicable to the Organization’s major federal programs and major state project for the purpose of expressing an opinion on the Organization’s compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on those compliance requirements.

PLANNED SCOPE AND TIMING OF THE AUDIT

We performed the audit according to the planned scope and timing previously communicated to management.

SIGNIFICANT AUDIT FINDINGS

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Organization are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2018. We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The significant estimates included in the Organization's financial statements are estimates for depreciation expense.

The disclosures in the financial statements are neutral, consistent, and clear.

DIFFICULTIES ENCOUNTERED IN PERFORMING THE AUDIT

We encountered no significant difficulties in dealing with management in performing and completing our audit.

CORRECTED AND UNCORRECTED MISSTATEMENTS

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We did not note any misstatements which would be required to be communicated.

DISAGREEMENTS WITH MANAGEMENT

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

MANAGEMENT REPRESENTATIONS

We have requested certain representations from management that are included in a management representation letter dated October 4, 2018.

MANAGEMENT CONSULTATIONS WITH OTHER INDEPENDENT ACCOUNTANTS

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

To the Members of the Board of
MetroPlan Orlando
November 14, 2018
Page 3

OTHER AUDIT FINDINGS OR ISSUES

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

OTHER INFORMATION IN DOCUMENTS CONTAINING AUDITED FINANCIAL STATEMENTS

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the U.S., the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Member of the Board and management of the Organization and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in blue ink that reads "Moore Stephens Lovelace, P.A.".

MOORE STEPHENS LOVELACE, P.A.

rjt
CCH-35008-[06/30/18]-MetroPlan Orlando-706-Final Req Communications



Board Action Fact Sheet

Meeting Date: November 14, 2018

Agenda Item: VIII.E. (Tab 1)

Roll Call Vote: No

Action Requested: Approval is requested to award a sole source contract to the University of Florida to update MetroPlan Orlando's Web-based Crash Database.

Reason: This is a continuing project with the University of Florida to update the database through 2019. This provides web-based access to crash data and analytical tools to MetroPlan Orlando staff and partners. It is currently hosted at the University of Florida's Geoplan Center.

Summary/Key Information: Improvement in access to crash data and analysis contribute to the fulfillment of the requirement to include safety as a planning factor that a metropolitan planning organization must address in its transportation planning process and will support MetroPlan Orlando's mission to make the roadways safer. This request is being handled in compliance with the Board-approved procedures for awarding sole source contracts. The sole source contract, which is permitted under our procurement rules since the contractor is another public entity, will be for a total amount of \$44,900. \$35,000 of funds are included in our approved FY 2018/2019 budget for this purpose. A budget modification will be done at a later time for the remaining amount from another designated consultant task.

MetroPlan Budget Impact: N/A

Local Funding Impact: None

Committee Action: CAC: N/A
TSMO: N/A
TAC: N/A
MAC: N/A

Staff Recommendation: Recommends approval

Supporting Information: At Tab 1

Scope of Services

EXHIBIT A

FY 2018/2019 CRASH GEOSPATIAL DATABASE UPDATE, ANALYSIS AND REPORTING

1. PROJECT PURPOSE

The purpose of the **PROJECT** is threefold: a) assist METROPLAN ORLANDO to start working toward minimizing over time the current efforts for the annual update and maintenance of the crash database; b) continue to update the database in the meantime; c) assist with analysis and reporting of crashes.

The METROPLAN ORLANDO regional crash database is housed at University of Florida under *Signal Four Analytics* - a statewide crash data system, hosted at the University of Florida's GeoPlan Center. The development and maintenance of Signal Four Analytics is funded by the State through a grant from Florida Traffic Records Coordinating Committee (TRCC). The state funding covers daily acquisition of the crash data from Department of Highway Safety and Motor Vehicles (DHSMV), processing and loading of crash data daily, automated geocoding, new features and software updates, training and site hosting. While these are valuable services for METROPLAN ORLANDO users, there are several items of a local nature that are not covered in the scope of work of the state grant.

First, UF will continue to interactively geocode about 45,000 crashes on public roads for this fiscal year. Second, the regional database will need to be updated with *traffic volumes on local roads* for to calculate crash rates and vehicle miles traveled (VMT). Finally, the University of Florida team will assist METROPLAN ORLANDO staff with several other tasks including working with law enforcement (LE) agencies to transition to crash mapping on site by officers and develop custom statistics and analysis to support METROPLAN ORLANDO's mission to improve traffic safety.

2. PROJECT TASKS

TASK 1 - INTERACTIVE GEOCODING OF CRASH DATA

The purpose of this task is to continue to interactively geocode long and short form crashes on public roads. Table below shows the amount of crashes interactively geocoded crashes in the past three years. Based on this historic amount we estimate about 45,000 crashes will require interactive geocoding.

Fiscal Year	Total Crashes	Crashes on Public Roads	Interactive Geocoded Crashes
2015-2016	73,725	65,648	42,598
2016-2017	70,871	63,881	44,430
2017-2018	78,788	71,178	44,993

UF team will continue to work on improving the geocoding tools to shorten the geocoding time and will seek to obtain FDOT geocoded long form crashes to use as reference when possible. Additional efforts will be made to also coordinate with local engineering agencies in the METROPLAN ORLANDO area that may be geocoding crashes independently to avoid duplications and to reduce geocoding effort by the UF team. In terms of overall geocoding success rate (both

automatic and interactive), it is expected that about 95-96% of all the crashes on public roads will be geocoded successfully. The other 4-5% is typically impossible to geocode due to insufficient location information on the crash form.

TASK 2 - MAPPING OF CRASH DATA BY LAW ENFORCEMENT AGENCIES

Geolocation remains one of the most time-consuming efforts for maintaining a timely and complete crash database. The state of Florida provides a web-based geolocation tool and encourages all LE agencies and e-crash vendors in the state to use this tool to map crashes by officers. Some e-crash vendors and many LE agencies in the state are already using the tool and the numbers are expected to grow in the future. Unfortunately, they are mostly outside the METROPLAN ORLANDO area. To reduce the interactive geocoding effort, METROPLAN ORLANDO and UF will jointly work with law enforcement agencies to educate and encourage officers to map crashes while completing the crash reports, before submitting the reports to DHSMV. This will gradually reduce and eventually eliminate the need for interactive geocoding in the future. In this task METROPLAN ORLANDO staff and UF team will conduct meetings with the largest law enforcement agencies in the area and their e-crash vendors to discuss this issue and provide any necessary guidance, training and assistance to have LE officers of the tri-county area map crashes using the geolocation tool.

TASK 3 - UPDATE OF LOCAL TRAFFIC VOLUME

UF team will update the local traffic volume which is required for calculation of crash rates on local roads and can be used to develop vehicle miles traveled. The local traffic volume will be obtained where available from the local traffic engineering agencies and it will be mapped to the Florida unified roadway basemap.

TASK 4 - REPORTING AND ANALYSIS

The UF team will support the METROPLAN ORLANDO staff with custom queries and analysis including VMT and other analysis types that METROPLAN ORLANDO staff may need. This will include supporting staff with quarter reporting on crash data; critical reporting on nuances in the data; and an annual crash data analysis report to support staff recommendations.

TASK 5 - ASSISTANCE WITH VISION ZERO

Support staff efforts to achieve Vision Zero, a multi-national road traffic safety project that aims to achieve a transportation system with no fatalities or serious injuries. The UF team will assist staff with analytical support to advocate for traffic safety initiatives to reduce fatalities and recommendations on tangible projects for funding through federal, state and local funding programs. Several cities have launched Vision Zero programs and are pursuing the use of data analytics to examine crashes, determine the types of behavior exhibited by motorists, bicyclists and pedestrians involved in crashes and predict the likelihood of crashes. Alternatively, this product may lead to policies and practices that improve road behavior that reduces the probability of crashes.

3. BUDGET

This is a fixed cost project. The estimated budget needed to accomplish the proposed tasks is shown in table 1 below. It includes salaries and benefits including tuition waiver, Geoplan Center CPU services, travel and the University of Florida indirect cost.

Table 1 - Estimated Budget

PEOPLE	ANNUAL SALARY	FTE	HOURS	SALARY	FRINGE	TOTAL
STAFF/STUDENTS						
Senior Data Engineer	\$ 98,821	0.050	104	\$ 4,941	\$ 277	\$ 5,218
Student OPS	\$ 24,960	0.390	811	\$ 9,734	\$ 127	\$ 9,861
Student OPS	\$ 24,960	0.390	811	\$ 9,734	\$ 127	\$ 9,861
Grad Research Assistant	\$ 39,998	0.125	260	\$ 5,000	\$ 585	\$ 5,585
TOTAL STAFF/STUDENTS						\$ 30,525
FACULTY/OTHER						
Ilir Bejleri	\$ 114,275	0.020	42	\$ 3,024	\$ 643	\$ 3,024
OPS Staff Support	\$ 34,720	0.025	28	\$ 867	\$ 49	\$ 917
TOTAL FACULTY/OTHER						\$ 3,941
TOTAL SALARIES						\$ 34,466
TUITION WAIVER						\$ 4,854
OTHER						
Geoplan CPU Services	\$25/hour		68 hours			\$ 1,700
Travel						\$ 239
TOTAL OTHER						\$ 1,939
SUBTOTAL PROJECT						\$ 41,259
UF Overhead (10%)						\$ 3,641
TOTAL BUDGET						\$ 44,900

Salaries: The base annual salary for each position is shown in the second column. It assumes 12 months full time. The third and fourth columns shows the estimated effort on this project on FTE and hours and the corresponding salary amount is shown in the fifth column followed by the fringe benefits. The roles and effort for each position are explained below:

- Senior Data Engineer will provide the necessary support to run various custom queries and analysis as needed by the Metroplan staff, as well as to administer local data upload and quality control.
- Two OPS students will be responsible for conducting interactive geocoding and for updating local data as well as assist with quality assurance and testing.
- Graduate Research Assistant will be responsible for assisting with Reporting and Analysis and the Vision Zero tasks. The research assistant salary and benefits include tuition waiver for 9 credit hours.
- Faculty member will devote his time to oversee the entire project. He will provide direction and leadership and coordinate all components of the project.
- The OPS support staff will be responsible for the Geoplan grant management.

GeoPlan CPU Services: GeoPlan Center is a research and teaching facility at the Department of Urban and Regional Planning at University of Florida that specializes in GIS. GeoPlan supports department's GIS projects with computers, software, and data processing. GeoPlan maintain computers, servers, data and some software not supported by University funding. Therefore,

GeoPlan services are charged to applicable projects that require GIS. The Geoplan services are required to support the team with the required computer use, software licensing, data processing, database and networking support for this project. The details of the cost per hour and the number of hours estimated for the Geoplan CPU services are shown in the table.

Travel: Travel is required to meet with the METROPLAN ORLANDO staff to discuss project progress. Two trips are estimated.

University of Florida Overhead Rate (Indirect Cost): University of Florida charges 10% of the total project direct cost (minus tuition) to projects funded by Florida local agencies. For more information please visit <http://research.ufl.edu/research/proposal/fa-rates.html>

4. PAYMENT SCHEDULE

METROPLAN ORLANDO will be billed in two lump sums of \$22,450 each. The first payment will be in the middle of the project period and the second payment at the end. Progress reports are due with each invoice.



Board Action Fact Sheet

Meeting Date: November 14, 2018

Agenda Item: VIII.F. (Tab 1)

Roll Call Vote: No

Action Requested: Approval of General Planning Consultant (GPC) Contract

Reason: To provide additional GPC support for the next two years

Summary/Key Information: Approval is requested to award a contract to VHB pending contract negotiations, to be MetroPlan Orlando's General Planning Consultant. The contract will be a two-year contract with an option to renew for one additional year. Funds are currently budgeted in FY 2019 for consulting work that will be completed by the GPCs.

A Request for Proposals (RFP) was advertised in September 2018 and a selection committee consisting of three MetroPlan Orlando staff members met and ranked the five proposals received to short-list to three. A second meeting was held where the three short-listed proposers were brought in to answer questions provided by the committee and a second scoring was conducted based on those questions. The combined scores were used to rank the three proposers. Should negotiations fail with the highest ranked proposer, approval is requested to negotiate with the second and third ranked proposers.

The ranking of the short-listed proposers was as follows.

1. VHB
2. Atkins North America
3. Kimley Horn

MetroPlan Budget Impact: None

Local Funding Impact: None

Committee Action:

CAC:	N/A
TSMO:	N/A
TAC:	N/A
MAC:	N/A

Staff Recommendation: Recommends approval

Supporting Information: None



Board Action Fact Sheet

Meeting Date: November 14, 2018

Agenda Item: VIII.G. (Tab 1)

Roll Call Vote: No

Action Requested:	Approval and ratification is requested for the award of a sole source contract to the East Central Florida Regional Planning Council (ECFRPC).		
Reason:	MetroPlan Orlando is teaming with the ECFRPC to complete the Route Condition tool for the three county region as part of a Multimodal Network Connectivity Pilot grant that was awarded to MetroPlan Orlando earlier this year.		
Summary/Key Information:	Funds for this project were programmed into the budget in September, however, explicit approval was not requested at that time. To keep the project on time, staff requested that the Chairwoman approve the sole source contract with ratification to come at the next board meeting. This request is being handled in compliance with the Board-approved procedures for awarding sole source contracts. The sole source contract, which is permitted under our procurement rules since the contractor is another public entity, will be for a total amount of \$120,000.		
MetroPlan Budget Impact:	N/A		
Local Funding Impact:	None		
Committee Action:	CAC:	N/A	
	TSMO:	N/A	
	TAC:	N/A	
	MAC:	N/A	
Staff Recommendation:	Recommends approval		
Supporting Information:	At Tab 1		
	Scope of Services		



East Central Florida Regional Planning Council

455 North Garland Avenue, Orlando, FL 32801
Phone 407.245.0300 • Fax 407.245.0285 • www.ecfrpc.org

Hugh W. Harling, Jr. P.E.
Executive Director

Orange/Seminole County Route Condition Tool

Scope of Work and Project Schedule

I. Budget and Timeline

Project Budget: \$120,000

Project Timeline: October 1, 2018 – August 31, 2019

II. Deliverable Summary

1. Kickoff Data Request -- **By Oct. 15, 2018**
2. Phase A Database Creation -- **Oct. 1, 2018 – March 31, 2019**
3. Phase B Database Creation -- **April 1, 2019 – July 31, 2019**
4. Phase C Database Creation -- **August 1, 2019 – August 15, 2019**
5. Methodology Update -- **August 16, 2019 – August 31, 2019**
6. ArcGIS Online Maps -- **August 16, 2019 – August 31, 2019**

III. Deliverable Tasks

Deliverable 1: Kickoff Data Request

The ECFRPC will email all primary GIS contacts in Orange County and Seminole County, including representatives from all 20 cities and towns. MetroPlan Orlando will provide the ECFRPC with a memorandum to be attached to the data request email.

Deliverable 2: Phase A Database Creation

The ECFRPC will embed all “Phase A” attributes into the Route Condition Tool database (see page 2 for the attribute listing). This includes attributes for sidewalk coverage, sidewalk separation, roadway type, and all FDOT RCI attributes.

Deliverable 3: Phase B Database Creation

The ECFRPC will embed all “Phase B” attributes into the Route Condition Tool database (see page 2 for the attribute listing). This includes attributes for non-FDOT roadways in addition to attributes that require a satellite or ground Q/A.

Deliverable 4: Phase C Database Creation

The ECFRPC will create the three “Phase C” applications into the database (see page 2 for the application listing). This includes all safety scores, proximity scores, disparity scores, the Retrofittability application, and the Osceola County database update.

Deliverable 5: Methodology Update

The ECFRPC will update the Route Condition Tool Methodology Report with updates made during the planning process, if applicable.

Deliverable 6: ArcGIS Online Maps

The ECFRPC will add the database to the Route Condition Tool ArcGIS Online page.

IV. Attribute Listing

Phase A Attributes

- Sidewalk Coverage
- Sidewalk Separation
- All FDOT RCI Layers (for FDOT Roadways)
 - Speed, Median Type, Median Width, Shoulder Widths, AADT, Truck AADT, Thru Lanes, Roadway Name, Functional Class, Surface Type, Paved Shoulders, Pavement Conditions
- Roadway Type (FDOT, Main Local, Local); *for internal usage*

Phase B Attributes

- Roadway Width
- Through Lanes, Turn Lanes, Total Lanes
- Layers included in the FDOT Review (above); for all non-FDOT roadways
- Segment Length
- Number of Crashes (2008-2018 Signal 4 Cross Reference)
- All Collected Public Works Data
- Bike Slots, Bike Lanes
- Lighting Coverage (if available)
- Evacuation Route “Tag”
- Construction “Tag”
- Municipality

Phase C Applications

- Safety Scoring
- Proximity Scoring
- Disparity Scoring
- Retrofittability (Thinning Potential)
- Osceola County Data Update

Phase D: Other Data Applications (Only if Time Permitting)

- Regional Bike Mapping
- Future Hazardous Walking Condition Identification
- Missing Bike/Ped Link Identification
- Corridor Scoring



MetroPlan Orlando
2019 Board & Committee Meeting Schedule
 250 S. Orange Avenue, Suite 200
 Orlando, FL 32801

	MetroPlan Orlando Board	Community Advisory Committee (CAC)	Technical Advisory Committee (TAC)	TSMO***	TDLCB***	Municipal Advisory Committee (MAC)
	2 nd Wednesday @ 9:00 a.m.	4 th Wednesday @ 9:30 am.	4 th Friday @ 10:00 a.m.	4 th Friday @ 8:30 a.m.	2 nd Thursday Quarterly @ 10:00 a.m.	Thursday prior to the Board meeting @ 9:30 a.m.
January		January 23	January 25	January 25		
February	February 13	February 27	February 22	February 22	February 14	February 7
March	March 13					March 7
April		April 24	April 26	April 26		
May	May 8	May 22	May 24	May 24	May 9	May 2
June	June 12	June 26	June 28	June 28		June 6
July	July 10					*
August		August 28	August 23	August 23	August 8	
September	September 11					September 5
October		October 23	October 25	October 25		
November	November 13				November 14	November 7
December	December 11	December 4*	December 6*	December 6*		December 5

No meeting
 * Holiday Adjustment
 ** Adjustment Due to Conflict

*** TSMO – Transportation Systems Management & Operations
 TDLCB – Transportation Disadvantaged Local Coordinating Board

TAB 2





Board Action Fact Sheet

Meeting Date: November 14, 2018

Agenda Item: IX.A (Tab 2)

Roll Call Vote: Yes

Action Requested: FDOT requests approval of an amendment to the FY 2018/19 - 2022/23 Transportation Improvement Program to include funding for a new project phase.

Reason: FDOT is adding funding for a new phase for a sidewalk project in Orange County.

Summary/Key Information: Items of particular significance for our Committees and the Board are as follows:

- This amendment adds \$125,000 in TALT funds in FY 2018/19 for a new railroad crossing phase to be included with the sidewalk project on Sand Lake Road from Lake Gloria Blvd. to Orange Avenue in Orange County.
- The purpose of the new phase is to provide for worker protection during the construction of the sidewalk on the Sand Lake Road bridge crossing the CSX railroad tracks west of Orange Avenue.

MetroPlan Budget Impact: None

Local Funding Impact: None

Committee Action:

CAC: Recommended for approval on October 24, 2018
TSMO: Recommended for approval on October 26, 2018
TAC: Recommended for approval on October 26, 2018
MAC: To be taken up on November 8, 2018

Staff Recommendation: Recommends approval

Supporting Information: These documents are provided at Tab 2:

FDOT letter dated October 4, 2018

Proposed Board Resolution No. 18-16



Florida Department of Transportation

**RICK SCOTT
GOVERNOR**

719 S. Woodland Boulevard
DeLand, Florida 32720-6834

**MIKE DEW
SECRETARY**

October 4, 2018

Mr. Gary Huttman
Executive Director
MetroPlan Orlando
250 South Orange Ave., Suite 200
Orlando, FL 32801

Dear Mr. Huttman:

**Subject: REQUEST FOR TRANSPORTATION IMPROVEMENT PROGRAM
CHANGES**

The Florida Department of Transportation requests the following changes to be made to MetroPlan Orlando's Transportation Planning Organization's Adopted Fiscal Years 2018/2019 – 2022/2023 Transportation Improvement Program (TIP) in coordination with the corresponding changes to the Department's Adopted Work Program. Please make sure that you put the amendment date on your cover page of the amended TIP and the page of the TIP that the project is listed on.

ORANGE COUNTY

**FM#441066-1 State Road 482/Sand Lake Road, From Lake Gloria Boulevard to
Orange Avenue – Sidewalk Project - Project Sponsor: Florida
Department of Transportation**

Current TIP Status:

Project is currently not in the TIPs for Fiscal Years 2018/2019 – 2022/2023.

Current TIP:

Phase	Original Funding Type	Original Amount	Fiscal Year
Construction Railroad	None	\$0.00	2019
	TOTAL	\$0.00	

Proposed Amendment:

Phase	Amended Funding Type	Amended Amount	Fiscal Year
Construction Railroad	TALT (Federal)	\$125,000.00	2019
	TOTAL	\$125,000.00	

Difference: \$125,000.00

Explanation: This request is to add a railroad crossing phase to this project for design, flagging and any related costs while adding the sidewalk on the bridge at CSX crossing #622319-Y on State Road 482/Sand Lake Road.

Sincerely,



Kellie Smith
Government Liaison Administrator
District Five

cc: Keith Caskey, Managing of Planning Services, MetroPlan Orlando

RESOLUTION NO. 18-16**SUBJECT:****Amendment to the FY 2018/19 - 2022/23
Transportation Improvement Program**

WHEREAS, the Orlando Urbanized Area Metropolitan Planning Organization (MPO), d.b.a. MetroPlan Orlando, is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the Orlando Urbanized Area, including the Transportation Improvement Program; and

WHEREAS, the Florida Department of Transportation (FDOT) is requesting to amend the FY 2018/19 - 2022/23 Transportation Improvement Program (TIP) in accordance with the MetroPlan Orlando Internal Operating Procedures; and

WHEREAS, the requested amendment is described as follows:

Orange County

- **FM #4410661 – SR 482/Sand Lake Road from Lake Gloria Blvd. to Orange Avenue – Sidewalk Project – Funding consists of \$125,000 in TALT funds for a railroad crossing phase in FY 2018/19; and**

WHEREAS, the requested amendment described above is consistent with MetroPlan Orlando's project priorities and currently adopted Long Range Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED by the MetroPlan Orlando Board that the Florida Department of Transportation's amendments to the FY 2018/19 - 2022/23 Transportation Improvement Program be approved as requested.

Passed and duly adopted at a regular meeting of the MetroPlan Orlando Board on the 14th day of November, 2018.

Certificate

The undersigned duly qualified as Chairman of the MetroPlan Orlando Board certifies that the foregoing is a true and correct copy of a Resolution adopted at a legally convened meeting of the MetroPlan Orlando Board.

Honorable Pete Clarke, Vice-Chairman

Attest:

Cathy Goldfarb, Sr. Board Services Coordinator
and Recording Secretary

TAB 3





Board Action Fact Sheet

Meeting Date: November 14, 2018

Agenda Item: IX.A (Tab 3)

Roll Call Vote: Yes

Action Requested:

Florida's Turnpike Enterprise (FTE) requests approval of an amendment to the FY 2018/19 - 2022/23 Transportation Improvement Program to include funding for a new project.

Reason:

FTE is adding funding for a shoulder-widening project on Florida's Turnpike Mainline in Osceola County.

Summary/Key Information:

Items of particular significance for our Committees and the Board are as follows:

- This amendment adds \$2,191,000 in PKYI funds in FY 2018/19 for the construction of modifications to the northbound shoulder on Florida's Turnpike Mainline from Milepost 210 to Milepost 249 in Osceola County.
- The purpose of the project is to widen narrow sections of the Turnpike Mainline northbound shoulder so that it can be used as an additional lane during hurricane evacuations beginning in 2019.

MetroPlan Budget Impact:

None

Local Funding Impact:

None

Committee Action:

CAC: Recommended for approval on October 24, 2018
TSMO: Recommended for approval on October 26, 2018
TAC: Recommended for approval on October 26, 2018
MAC: To be taken up on November 8, 2018

Staff Recommendation:

Recommends approval

Supporting Information:

These documents are provided at Tab 3:

FTE letter dated September 18, 2018

Proposed Board Resolution No. 18-15



Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

MIKE DEW
SECRETARY

September 18, 2018

Gary Huttman, Executive Director
MetroPlan Orlando
250 South Orange Avenue, Suite 200
Orlando, Florida 32801

RE: Request for Amendment to Fiscal Year 2018/19 to Fiscal Year 2022/23 Transportation Improvement Program

Dear Mr. Huttman,

The Florida Department of Transportation, Florida Turnpike Enterprise requests the following addition to the MetroPlan Orlando FY 2018/19 to FY 2022/23 Transportation Improvement Program (TIP). This request is being made in conjunction with the changes to FDOT's Work Program.

ADD:

FDOT Financial Management Number	Project Name or Designation	From	To	Length (Miles)	Project Status and Cost (\$000)			
					Work Description	2018/19	Funding Source	Project Phase
4429018 SIS Project	TPK Mainline Shoulder Evacuation Northbound	MP 210	MP 249	39.00	Widen NB Shoulder	2,191	PKYI	CST

Reason for Request:

The purpose of this new project is to construction modifications to the northbound Turnpike Mainline shoulder, from Milepost 210 to Milepost 249, in Osceola County. This project will mitigate the shoulder pinch points in the northern region of the Turnpike corridor. This improvement will help open the shoulder as an additional lane, if needed during hurricane evacuations beginning 2019.

This project does not replace or affect the Turnpike Mainline eight lane widening improvements which are identified on Table 10 of the MetroPlan Orlando Long Range Transportation Plan.

Thank you for your assistance in this matter. If you have any questions, please call me at (407) 264-3494.

Sincerely,

Jim Martin
Turnpike Planning Liaison

cc: Keith Caskey, Manager of Planning Services
Tim George, Turnpike Work Program Administrator



RESOLUTION NO. 18-15

SUBJECT:

Amendment to the FY 2018/19 - 2022/23 Transportation Improvement Program

WHEREAS, the Orlando Urbanized Area Metropolitan Planning Organization (MPO), d.b.a. MetroPlan Orlando, is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the Orlando Urbanized Area, including the Transportation Improvement Program; and

WHEREAS, the Florida Department of Transportation (FDOT) is requesting to amend the FY 2018/19 - 2022/23 Transportation Improvement Program (TIP) in accordance with the MetroPlan Orlando Internal Operating Procedures; and

WHEREAS, the requested amendment is described as follows:

Osceola County

- **FM #4429018 – Florida’s Turnpike from Milepost 210 to Milepost 249 – Widen northbound shoulder - Funding consists of \$2,191,000 in PKYI funds for construction in FY 2018/19; and**

WHEREAS, the requested amendment described above is consistent with MetroPlan Orlando’s project priorities and currently adopted Long Range Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED by the MetroPlan Orlando Board that the Florida Department of Transportation’s amendments to the FY 2018/19 - 2022/23 Transportation Improvement Program be approved as requested.

Passed and duly adopted at a regular meeting of the MetroPlan Orlando Board on the 14th day of November, 2018.

Certificate

The undersigned duly qualified as Chairwoman of the MetroPlan Orlando Board certifies that the foregoing is a true and correct copy of a Resolution adopted at a legally convened meeting of the MetroPlan Orlando Board.

Honorable Pete Clarke, Vice-Chairman

Attest:

Cathy Goldfarb, Sr. Board Services Coordinator
and Recording Secretary

TAB 4





Board Action Fact Sheet

Meeting Date: November 14, 2018

Agenda Item: IX.C (Tab 4)

Roll Call Vote: No

Action Requested: Board approval is requested for the support of the Florida Department of Transportation (FDOT) performance targets for Bridge & Pavement Condition, Travel Time Reliability

Reason: Federal Highway Administration (FHWA) Performance Measure Implementation Requires MPOs to support remaining Performance Measure targets by November 14, 2018.

Summary/Key Information: The Federal Highway Administration (FHWA) has made a push toward performance based planning and has developed a set of performance measures for Safety, System Performance, Bridge and Pavement Conditions. FHWA requires MPOs to either support a statewide target or develop specific targets for the Metropolitan Area. FDOT has taken the lead on data collection, performance measure development and target setting to address the FHWA performance measures.

By supporting the FDOT Statewide Targets, FDOT will provide the required performance measures, trend analysis and reporting materials.

The targets set by FDOT for the Federal Performance Measures and the targets set by MetroPlan Orlando, will be the guiding criteria for future Project Priority Lists (PPL) and advancement of projects into the Transportation Improvement Program (TIP).

MetroPlan Budget Impact: None

Local Funding Impact: None

Committee Action:

CAC:	Recommended for approval on October 24, 2018
TSMO:	Recommended for approval on October 26, 2018
TAC:	Recommended for approval on October 26, 2018
MAC:	to be determined

Staff Recommendation: Recommends approval to Support the FDOT targets

Supporting Information: These documents are provided at Tab 4:

Performance Measures Information document

Resolution

MAP-21 Performance Management

June 2018

OVERVIEW

Between 2016 and 2017, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) published several rules establishing performance measures and reporting requirements for State Departments of Transportation (DOTs), Metropolitan Planning Organizations (MPOs), and transit agencies. This document highlights key provisions of these rules and their implications for Florida's MPOs. It also provides a timeline, reporting requirements and options for target setting.

PLANNING RULE FRAMEWORK

FHWA and FTA jointly issued a Planning Rule to document changes in the statewide and metropolitan planning processes consistent with the Moving Ahead for Progress in the 21st Century (MAP-21) Act and the Fixing America's Surface Transportation (FAST) Act. Among other changes, this rule specifies the requirements for State DOTs and MPOs to implement a performance-based approach to planning and programming. Under this framework, the three FHWA Performance Measures (PM) rules and FTA transit rule established various performance measures required to monitor the performance of safety (PM1), bridge and pavement (PM2), system performance (PM3), and transit asset management (TAM). The rules also indicate how MPOs should set targets, report progress, and integrate performance management into their Long-Range Transportation Plans (L RTPs) and Transportation Improvement Programs (TIPs).



Long-Range Transportation Plans

The Planning Rule specifies how performance management is incorporated into the MPO's LRTP. The LRTP must:

- » Describe the performance measures and performance targets used in assessing the performance of the transportation system.
- » Include a System Performance Report that:
 - Evaluates the condition and performance of the transportation system with respect to performance targets.
 - Documents the progress achieved by the MPO in meeting the targets in comparison to performance recorded in past reports.
- » Integrate the goals, objectives, performance measures, and targets described in all the plans and processes required as part of a performance-based program.

Transportation Improvement Programs

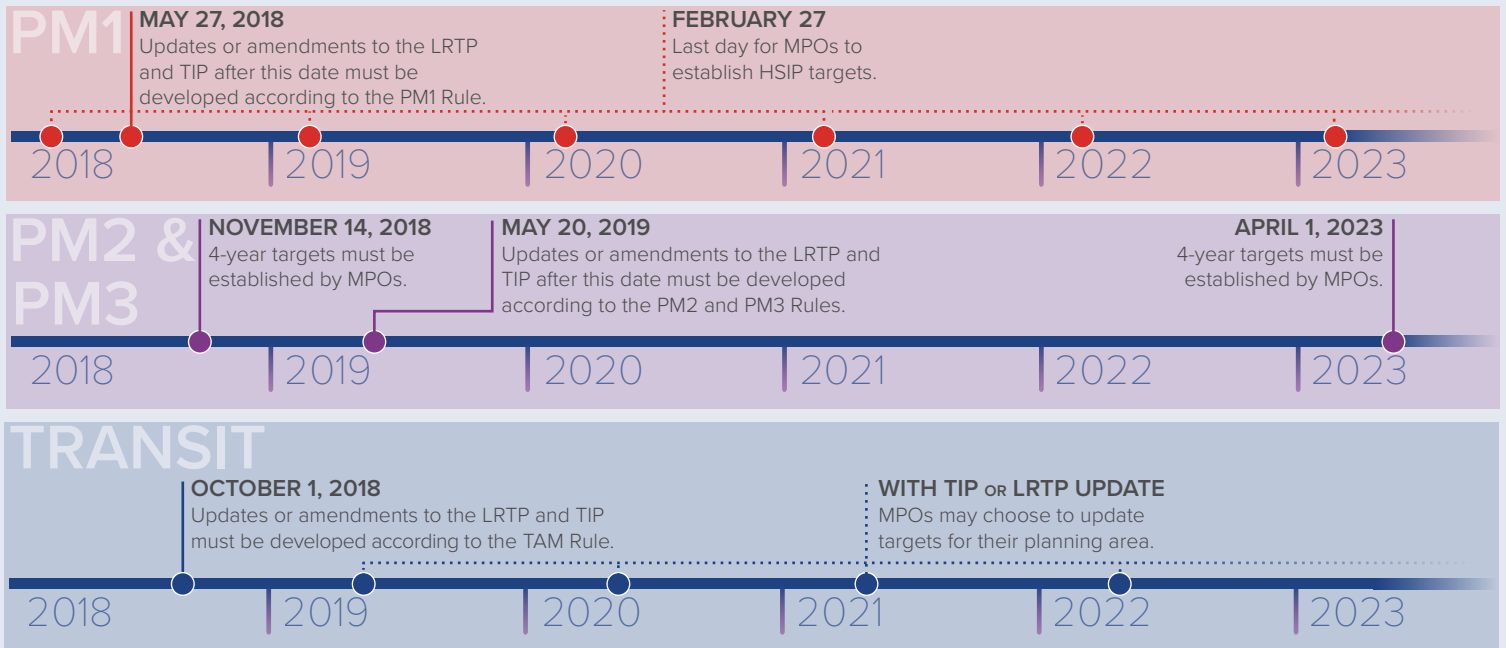
MPO TIPs shall:

- » Reflect the investment priorities established in the current metropolitan transportation plan.
- » Be designed such that once implemented, it makes progress toward achieving the performance targets established.
- » Include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the metropolitan transportation plan, linking investment priorities to those performance targets.

FDOT and the Metropolitan Planning Organization Advisory Council (MPOAC) have developed model language for inclusion of performance measures and targets in the LRTPs and TIPs

*Please refer to the four accompanying fact sheets to obtain key information for the three FHWA performance measures rules and FTA transit rule.

TIMELINE



TARGET SETTING OPTIONS

The Florida Department of Transportation (FDOT), the MPOs, and providers of public transportation will set their respective performance targets in coordination with one another. Each MPO will establish a target for each applicable federally required performance measure. MPOs should establish their targets through existing processes such as the TIP and LRTP update. For the TAM measures, MPOs will set their own target in coordination with transit agencies and FDOT. For the PM1, PM2, and PM3 measures, each MPO will have the option of establishing a target by one of two options:

Support the statewide target established by FDOT.

If the MPO chooses to support the statewide target, the MPO should provide documentation to FDOT stating that the MPO agrees to plan and program projects so that they contribute toward the accomplishments of FDOT's state-wide target for that performance measure.

OR

Set own target, using a quantifiable methodology for MPO planning area.

If the MPO chooses to set its own target, the MPO will develop the target in coordination with FDOT. The MPO will provide documentation to FDOT that includes the target adopted by the MPO board and when it was set.

MPOs must provide the selected option to FDOT no later than 180 days after FDOT sets its target.

ASSESSMENT OF SIGNIFICANT PROGRESS

While FHWA will determine whether FDOT has met or made significant progress toward meeting the adopted targets, it will not directly assess MPO progress toward meeting their targets. However, FHWA will review MPO performance relative to targets as part of periodic transportation planning process reviews, including the MPO certification reviews and reviews of adopted and amended LRTPs and adopted and amended MPO TIPs.

FOR MORE INFORMATION PLEASE CONTACT

Mark Reichert, Administrator for Metropolitan Planning

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PM1: Safety



MAP-21 Performance Management

June 2018

OVERVIEW

The first of the performance measures rules issued by Federal Highway Administration (FHWA) became effective on April 14, 2016, establishing measures to assess the condition of road safety. This fact sheet summarizes the requirements of this rule and the targets that the Florida Department of Transportation (FDOT) selected to meet them.*

PERFORMANCE MEASURES – APPLICABLE TO ALL PUBLIC ROADS

NUMBER OF FATALITIES	The total number of persons suffering fatal injuries in a motor vehicle crash during a calendar year.	COORDINATION WITH OTHER PLANS FDOT's Florida Transportation Plan and Metropolitan Planning Organization's (MPO) Long-Range Transportation Plans (LRTPs) updated on or after May 27, 2018 must include safety performance measures and targets. Statewide Transportation Improvement Programs (STIPs) and Transportation Improvement Programs (TIPs) updated on or after May 27, 2018 must include a description of how the STIP/TIP contributes to achieving performance targets in the LRTP.
RATE OF FATALITIES	The ratio of total number of fatalities to the number of vehicle miles traveled (VMT) in a calendar year.	
NUMBER OF SERIOUS INJURIES	The total number of persons suffering at least one serious injury in a motor vehicle crash during a calendar year.	
RATE OF SERIOUS INJURIES	The ratio of total number of serious injuries to the number of VMT (in 100 million VMT) in a calendar year.	
NUMBER OF NON-MOTORIZED FATALITIES AND NON-MOTORIZED SERIOUS INJURIES	The combined total number of non-motorized fatalities and non-motorized serious injuries involving a motor vehicle during a calendar year.	

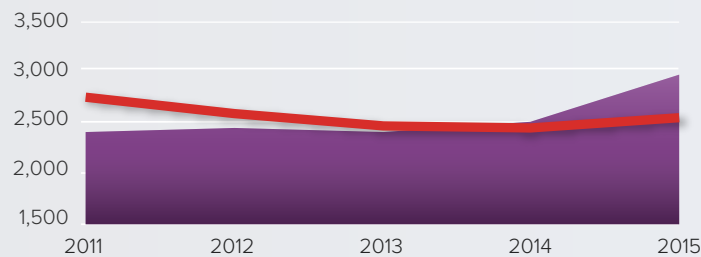
TIMELINE



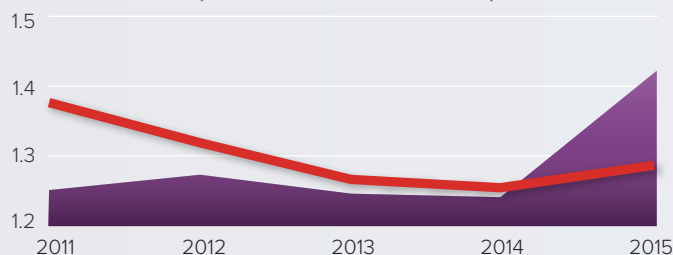
* Please refer to the fact sheet addressing *MPO Requirements* for information about MPO targets and planning processes.

EXISTING STATEWIDE CONDITIONS

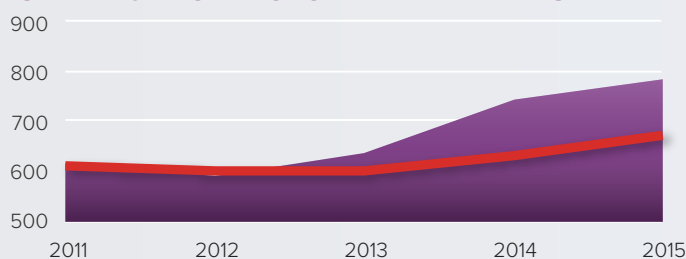
ANNUAL FATALITIES



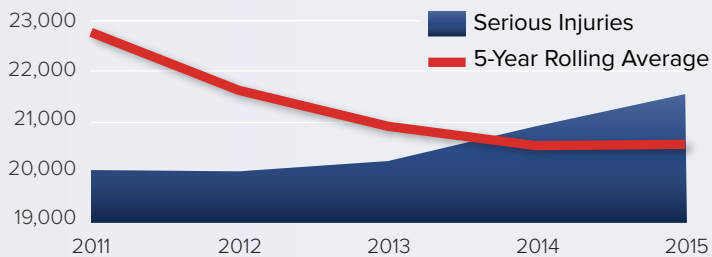
FATALITY RATE (PER HUNDRED MILLION VMT)



NUMBER OF NON-MOTORIZED FATALITIES



ANNUAL SERIOUS INJURIES



SERIOUS INJURY RATE (PER HUNDRED MILLION VMT)



NUMBER OF NON-MOTORIZED SERIOUS INJURIES



Source: 2017 Florida Highway Safety Improvement Program.

STATEWIDE TARGETS

- » FDOT established statewide targets for calendar year 2018 in the Highway Safety Plan (submitted on July 1, 2017) and HSIP Annual Report (submitted on August 31, 2017), and will update **annually** thereafter.
- » Targets are applicable to all public roads regardless of functional classification or ownership.

Given FDOT's firm belief that every life counts, the target set for all safety performance measures is ZERO.

Based on statistical forecasting, the five-year rolling average for each performance measure for 2018 is projected to be 3,052 fatalities, 165 fatalities per 100 million VMT, 20,861 serious injuries, 11.06 serious injuries per 100 million VMT, and 3,447 non-motorized fatalities and serious injuries.

MPO TARGETS

If an MPO decides to establish its own targets, it has 180 days after FDOT reports its targets on the HSIP Annual Report.

This means that MPOs would need to report their safety targets no later than February 27 **every year**.

ASSESSMENT OF SIGNIFICANT PROGRESS

FHWA considers a State to have met or made significant progress when at least four out of the five safety performance targets are met or the actual outcome for the safety performance target is better than baseline performance.

If FHWA determines that FDOT has not met or made significant progress toward meeting safety performance targets, FDOT must: 1) use a portion of its obligation authority only for HSIP projects, and 2) submit an annual implementation plan that describes actions FDOT will take to meet their targets.

FHWA will not directly assess MPO progress toward meeting their targets. Rather, it will do so through the periodic transportation planning reviews, including the MPO certification reviews and reviews of adopted/amended L RTPs and TIPs.

FOR MORE INFORMATION PLEASE CONTACT

Mark Reichert, Administrator for Metropolitan Planning

Mark.Reichert@dot.state.fl.us | (850) 414-4901

PM2: Bridge and Pavement



MAP-21 Performance Management

June 2018

OVERVIEW

The second of the performance measures rules issued by Federal Highway Administration (FHWA) became effective on May 20, 2017, establishing measures to assess the condition of the pavements and bridges on the National Highway System (NHS). This fact sheet summarizes the requirements of this rule and the targets Florida Department of Transportation (FDOT) selected to meet them.*

PAVEMENT PERFORMANCE MEASURES

- » Percentage of pavements on the Interstate System in **GOOD** condition.
- » Percentage of pavements on the Interstate System in **POOR** condition.
- » Percentage of pavements on the non-Interstate NHS in **GOOD** condition.
- » Percentage of pavements on the non-Interstate NHS in **POOR** condition.

GOOD CONDITION

Suggests no major investment is needed.

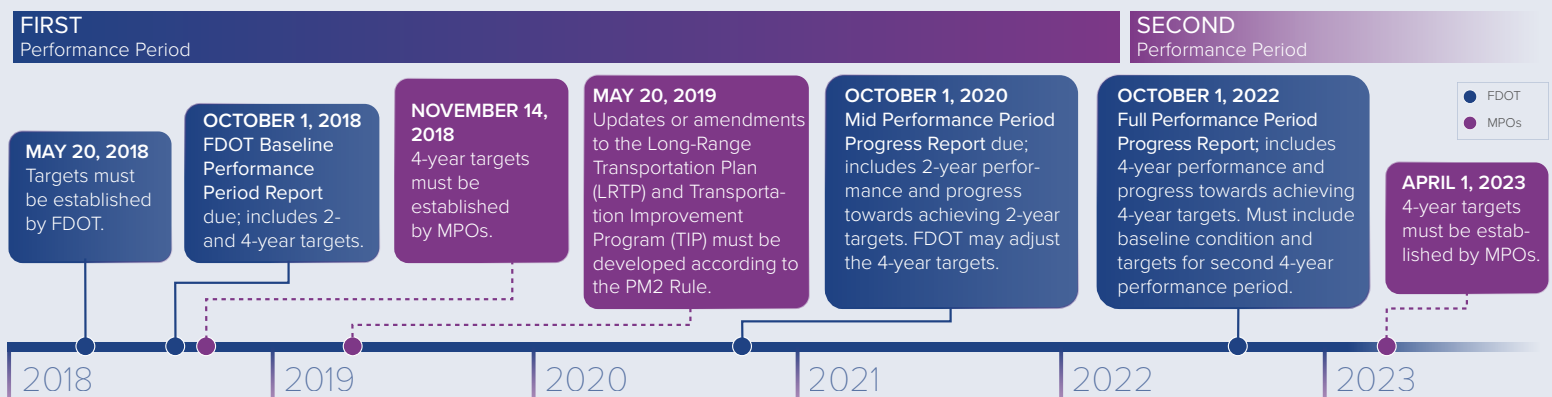
BRIDGE PERFORMANCE MEASURES

- » Percentage of NHS bridges by deck area classified as in **GOOD** condition.
- » Percentage of NHS bridges by deck area classified as in **POOR** condition.

POOR CONDITION

Suggests major investment is needed.

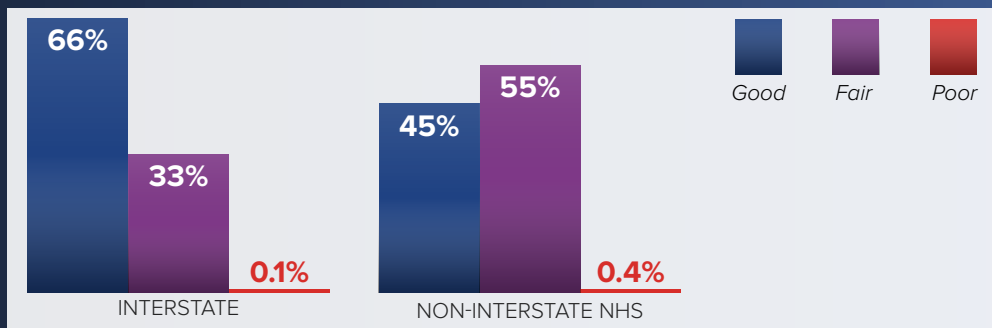
TIMELINE



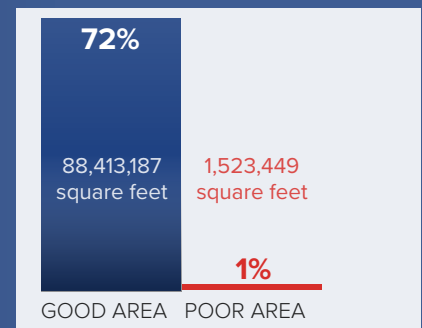
* Please refer to the fact sheet addressing *MPO Requirements* for information about MPO targets and planning processes.

EXISTING STATEWIDE CONDITIONS

Pavement (Flexible and Rigid Combined)



NHS Bridge Deck Area



Source: FDOT State Materials Office and Maintenance Office.

STATEWIDE TARGETS

FDOT established 2- and 4-year targets on May 18, 2018 for the full extent of the NHS in Florida. Two-year targets reflect the anticipated performance level at the mid point of each performance period, while 4-year targets reflect it for the end of the performance period. FDOT is also responsible for developing an Asset Management Plan, intended to manage NHS pavement and bridge assets.

Performance Measure	2-Year Target	4-Year Target
<i>Pavement</i>		
% of Interstate pavements in <i>GOOD</i> condition	Not Required	≥ 60%
% of Interstate pavements in <i>POOR</i> condition	Not Required	≤ 5%
% of non-Interstate NHS pavements in <i>GOOD</i> condition	≥ 40%	≥ 40%
% of non-Interstate NHS pavements in <i>POOR</i> condition	≤ 5%	≤ 5%
<i>Bridge</i>		
% of NHS bridges by deck area classified as in <i>GOOD</i> condition	≥ 50%	≥ 50%
% of NHS bridges by deck area classified as in <i>POOR</i> condition	≤ 10%	≤ 10%

MPO TARGETS

If a Metropolitan Planning Organization (MPO) decides to establish its own target, it has 180 days after FDOT sets its 4-year statewide targets. This means that MPOs would need to report their bridge and pavement targets no later than November 14, 2018 for the first performance period. For the second performance period and onwards, MPO targets would be reported every 4 years starting on April 1, 2023.

ASSESSMENT OF SIGNIFICANT PROGRESS

On August 16, 2020 and every two years thereafter, FHWA will determine that FDOT has made significant progress toward the achievement of each 2-year or 4-year applicable statewide target if either:

- » The actual condition/performance level is better than the baseline condition/performance; or
- » The actual condition/performance level is equal to or better than the established target.

If FDOT does not make significant progress, it must document the actions it will take to achieve the target. FHWA will not directly assess MPO progress toward meeting their targets. Rather, it will do so through the periodic transportation planning reviews, including the MPO certification reviews and reviews of adopted/amended LRTPs and TIPs.

MINIMUM CONDITIONS

Every year, FHWA will assess if FDOT is meeting the state-wide minimum condition requirements. If it is not, FDOT must obligate funds to meet minimum requirements.

FDOT IS ON TRACK TO MEET MINIMUM CONDITION REQUIREMENTS

- » **Pavement:** No more than 5 percent of the Interstate System in *Poor* condition for most recent year. ✓
- » **Bridge:** No more than 10 percent of total deck area of NHS bridges classified as Structurally Deficient (*Poor* condition) for three consecutive years. ✓

FOR MORE INFORMATION PLEASE CONTACT

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PM3: System Performance



MAP-21 Performance Management

June 2018

OVERVIEW

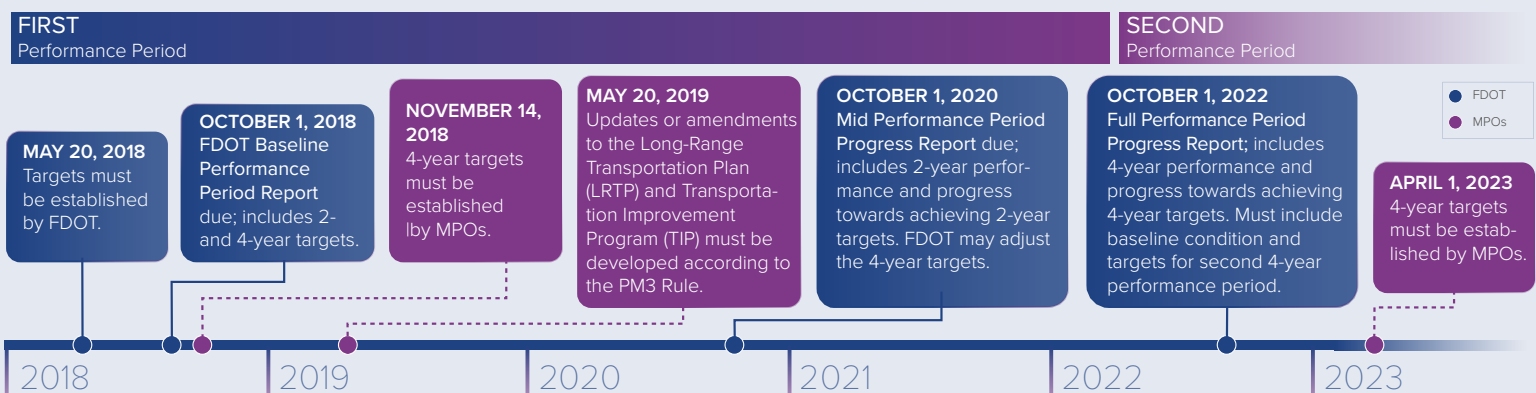
The third of the three performance measures rules issued by Federal Highway Administration (FHWA) became effective on May 20, 2017, establishing measures to assess the performance of the National Highway System (NHS), freight movement on the Interstate System, and Congestion Mitigation and Air Quality Improvement Program (CMAQ). This fact sheet summarizes the requirements of this rule and the targets that the Florida Department of Transportation (FDOT) selected to meet them.*

PERFORMANCE MEASURES

Performance Measure	Typically Referred to As	What It Measures
Percent of Person-Miles Traveled on the Interstate that Are Reliable	Interstate Reliability	Seeks to assess how reliable the NHS network is by creating a ratio (called level of travel time reliability, or LOTTR) that compares the worst travel times on a road against the travel time that is typically experienced. Road miles with a LOTTR less than 1.5 are considered reliable. Traffic volume and an average vehicle occupancy are factored in to determine the person miles that are reliable, and this is converted to a percent of total miles.
Percent of Person-Miles Traveled on the Non- Interstate NHS that Are Reliable	Non-Interstate Reliability	
Truck Travel Time Reliability (TTTR) Index	Freight Reliability	Seeks to assess how reliable the interstate network is for trucks by creating a ratio (called Truck Travel Time Reliability, or TTTR) that compares the very worst travel times for trucks against the travel time they typically experience.

This rule also contains measures addressing the Congestion Mitigation and Air Quality Improvement (CMAQ) Program. These are applicable only for areas that are designated as nonattainment or maintenance, of which Florida currently has none. Therefore, they are currently not applicable to Florida or any of its Metropolitan Planning Organizations (MPOs).

TIMELINE

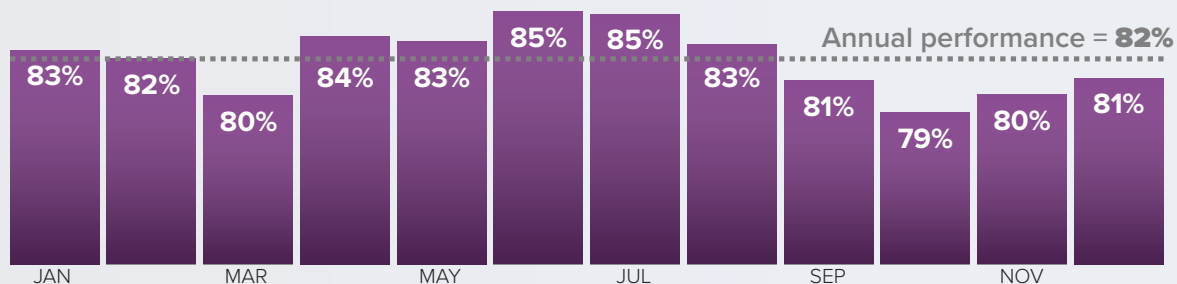


* Please refer to the fact sheet addressing *MPO Requirements* for information about MPO targets and planning processes.

EXISTING STATEWIDE CONDITIONS

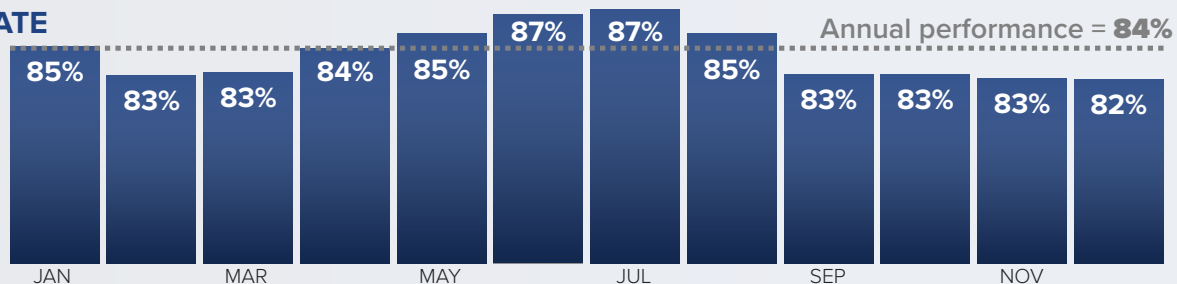
INTERSTATE

Percent of the Person-Miles Traveled on the Interstate that Are Reliable in 2017



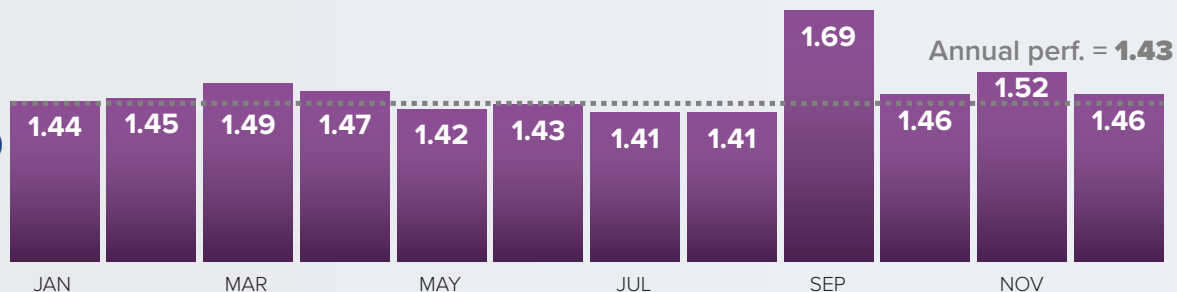
NON-INTERSTATE

Percent of the Person-Miles Traveled on the Non-Interstate NHS that Are Reliable in 2017



TRUCK

Truck Travel Time Reliability Index (Interstate) in 2017



Note: a higher TTTR index means lower reliability.

Source: NPMRDS and FHWA Occupancy Factor.

STATEWIDE TARGETS

FDOT established the following 2- and 4-year targets on May 18, 2018. Two-year targets reflect the anticipated performance level at the mid point of each performance period, while 4-year targets reflect it for the end of the performance period.

Performance Measure	2-Year Target	4-Year Target
Interstate Reliability	75%	70%
Non-Interstate Reliability	Not Required	50%
Freight Reliability	1.75	2.00

MPO TARGETS

If a Metropolitan Planning Organization (MPO) decides to establish its own targets, it has 180 days after FDOT sets its 4-year statewide targets. This means that MPOs would need to report their system performance targets no later than November 14, 2018 for the first performance period. For the second performance period and onwards, MPO targets would be reported every 4 years starting on April 1, 2023.

ASSESSMENT OF SIGNIFICANT PROGRESS

On August 16, 2020 and every two years thereafter, FHWA will determine that FDOT has made significant progress toward the achievement of each 2-year or 4-year applicable statewide target if either:

- » The actual condition/performance level is better than the baseline condition/performance; or
- » The actual condition/performance level is equal to or better than the established target.

If FDOT does not make significant progress for the Interstate and Non-Interstate reliability measures, it must document the actions it will take to achieve the target. For the freight reliability measure, it must provide additional documentation. FHWA will not directly assess MPO progress toward meeting their targets. Rather, it will do so through the periodic transportation planning reviews, including the MPO certification reviews and reviews of adopted/amended L RTPs and TIPs.

FOR MORE INFORMATION PLEASE CONTACT

Mark Reichert, Administrator for Metropolitan Planning

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TRANSIT Asset Management



MAP-21 Performance Management

June 2018

OVERVIEW

The Transit Asset Management rule from the Federal Transit Administration (FTA) became effective on October 1, 2016. This rule applies to all recipients and subrecipients of Federal transit funding that own, operate, or manage public transportation capital assets. The rule introduces three key requirements: 1) new State of Good Repair (SGR) performance measures and targets, 2) revised National Transit Database (NTD) reporting requirements, and 3) new Transit Asset Management (TAM) Plan.

STATE OF GOOD REPAIR PERFORMANCE MEASURES

Transit agencies are required to report performance measures and targets annually, while Metropolitan Planning Organizations (MPOs) do not have to do so every year. However, in consultation with Florida Department of Transportation (FDOT) and transit providers, MPOs may choose to revise or maintain their performance targets when they update their Transportation Improvement Programs (TIPs) or Long-Range Transportation Plans (L RTPs) regardless of the frequency of those updates. Consistent with best practices, MPOs are encouraged to consult and communicate with State DOTs and transit providers to ensure alignment of targets any time these agencies update or establish new targets.

Transit Asset Categories and Related Performance Measures

FTA Asset Categories	Type of Measure	Performance Measures
EQUIPMENT Non-revenue support-service and maintenance vehicles	Age	Percentage of non-revenue, support-service and maintenance vehicles that have met or exceeded their useful life benchmark (ULB)
ROLLING STOCK Revenue vehicles	Age	Percentage of revenue vehicles within a particular asset class that have either met or exceeded their ULB
INFRASTRUCTURE Rail fixed-guideway track	Performance	Percentage of track segments with performance restrictions
FACILITIES Buildings and structures	Condition	Percentage of facilities within an asset class rated below condition 3 on the TERM scale

Targets should be supported by the most recent condition data and reasonable financial projections. These are reported annually to the National Transit Database (NTD).

“State of good repair” is defined as the condition in which a capital asset is able to operate at a full level of performance. This means the asset:

1. Is able to perform its designed function.
2. Does not pose a known unacceptable safety risk.
3. Its lifecycle investments have been met or recovered.

REVISED NATIONAL TRANSIT DATABASE REPORTING REQUIREMENTS

Starting in the 2018 reporting year, FDOT and transit agencies must submit the following information to the NTD:

- » **NTD ASSET INVENTORY MODULE (AIM)** with expanded data on the condition of transit assets in four asset classes, plus performance targets indicating the expected level of performance in one year; and
- » **NTD NARRATIVE REPORT (due in 2019)** with a description of progress toward previous year’s targets, reasons for any discrepancies, and expected changes in condition over the next year given investments being made in SGR.

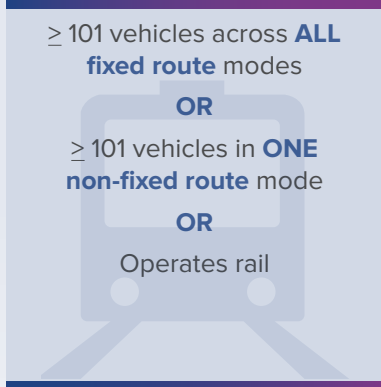
TAM PLAN

By October 1, 2018 (two years from effective date of the Final Rule), providers must adopt their first Transit Asset Management Plan (TAM Plan). The plan must be updated every four years.

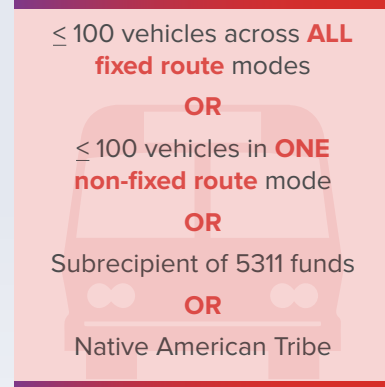
Tier I versus Tier II Agencies

The rule makes a distinction between Tier I and Tier II transit providers and establishes different requirements for them.

TIER I



TIER II



Group Plans

- » A Tier I provider must develop its own TAM Plan.
- » Tier II agencies may develop their own plans or participate in a group TAM plan, which is compiled by a group TAM plan sponsor.
- » State Departments of Transportation (DOTs) that pass FTA funds to subrecipients are required to be group TAM plan sponsors.
- » The unified targets and narrative report for group plan participants will be submitted on behalf of all participating agencies by the sponsor.
- » Group plan sponsors must make the group plan, targets, and supporting materials available to the State DOTs and MPOs that program projects for any participants of the group plan.

FDOT Group Plan Efforts

- » FDOT is in the process of developing a group plan for all subrecipients.
- » This group plan will be submitted by October 1, 2018.
- » FDOT will also set collective targets for subrecipients in collaboration with transit agencies and MPOs.

TAM Plan Elements

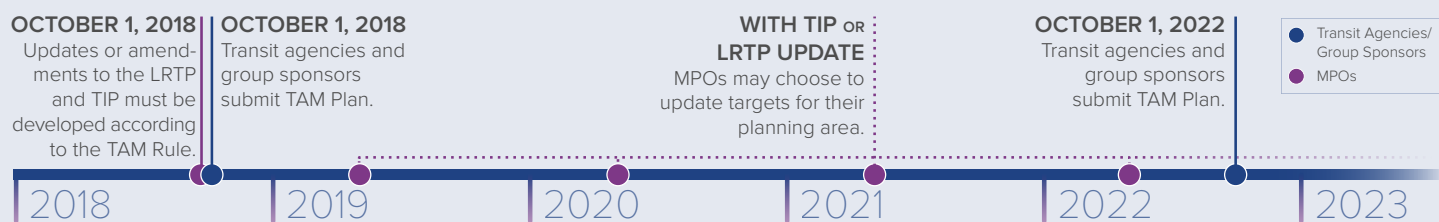
1. Inventory of Capital Assets	ALL PROVIDERS (Tiers I and II)
2. Condition Assessment	
3. Decision Support Tools	
4. Investment Prioritization	
5. TAM and SGR Policy	TIER I ONLY
6. Implementation Strategy	
7. List of Key Annual Activities	
8. Identification of Resources	
9. Evaluation Plan	

MPO COORDINATION

MPOs should incorporate TAM performance measures and targets in their LRTP and TIP. They may also choose to adopt their performance targets when they update these two documents. This process should be documented in a written agreement between the transit providers, the MPO, and FDOT.

MPOs' compliance and progress will be evaluated during the MPO Certification Reviews

TIMELINE



FOR MORE INFORMATION PLEASE CONTACT

Mark Reichert, Administrator for Metropolitan Planning

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RESOLUTION NO. 18-17

SUBJECT:

National Performance Management Measures for Bridge & Pavement Condition and Travel Time Reliability

WHEREAS, the Orlando Urbanized Area Metropolitan Planning Organization (MPO), d.b.a. MetroPlan Orlando, is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the Orlando Urbanized Area, including the Transportation Improvement Program; and

WHEREAS, the Fixing Americas Surface Transportation Act, continuing Moving Ahead for Progress in the 21st Century's overall performance management approach, requires state Department of Transportation's to establish performance measures in a number of areas, including setting targets; and

WHEREAS, MetroPlan Orlando wishes to establish its targets as those of the Florida Department of Transportation (FDOT); and agrees to work with the State and safety stakeholders to address areas of concern for fatalities or serious injuries within the metropolitan planning area; and

WHEREAS, MetroPlan Orlando will coordinate with the State to integrate the performance measures and targets into the planning processes and documents; and

NOW, THEREFORE, BE IT RESOLVED by the MetroPlan Orlando Board that it supports the Florida Department of Transportation's (FDOT) Performance Targets and agrees to plan and program projects so that they contribute toward the accomplishment of the FDOT Performance Measures and Targets.

Passed and duly adopted at a regular meeting of the MetroPlan Orlando Board on the 14th day of November, 2018.

Certificate

The undersigned duly qualified as Chairwoman of the MetroPlan Orlando Board certifies that the foregoing is a true and correct copy of a Resolution adopted at a legally convened meeting of the MetroPlan Orlando Board.

Honorable Pete Clarke, Vice-Chairman

Attest:

Cathy Goldfarb, Sr. Board Services Coordinator
and Recording Secretary

TAB 5





Board Action Fact Sheet

Meeting Date: November 14, 2018

Agenda Item: IX.D

Roll Call Vote: No

Action Requested:	Approval of updated Title VI Program: Nondiscrimination & Language Plan
Reason:	This plan is updated every three years
Summary/Key Information:	<p>Because MetroPlan Orlando receives federal funds, the organization is required to have a Title VI program that includes a Nondiscrimination Plan and a Limited English Proficiency Plan.</p> <p>The Title VI program ensures MetroPlan Orlando's commitment to welcome participation in the transportation planning process regardless of race, color, national origin, age, sex, religion, disability, or family status. Vital elements of the program outline how the public can file a discrimination complaint and the process MetroPlan Orlando will use if such complaints are received.</p> <p>The revised Title VI program document includes the following:</p> <ul style="list-style-type: none">• Combines the Nondiscrimination Plan and Limited English Proficiency Plan into one document to provide a more comprehensive overview of MetroPlan Orlando's Title VI program.• Updates demographic statistics and accompanying maps for the three-county area, including location of underserved populations.• Adds a section on environmental justice focus areas.• Updates statistics for individuals with limited English proficiency and which languages are spoken in Central Florida.• Updates information on how MetroPlan Orlando accommodates individuals needing assistance in languages other than English.
MetroPlan Budget Impact:	None
Local Funding Impact:	None
Committee Action:	CAC: Recommended for approval on October 24, 2018 TSMO: Recommended for approval on October 26, 2018 TAC: Recommended for approval on October 26, 2018 MAC: to be determined
Staff Recommendation:	Recommends approval
Supporting Information:	Title VI Program: Nondiscrimination and Language Plan

DRAFT



Title VI Program: Nondiscrimination & Language Plan



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A Commitment to Nondiscrimination

MetroPlan Orlando welcomes public participation in the transportation planning process regardless of race, color, national origin, age, sex, religion, disability, or family status.

MetroPlan Orlando actively supports and follows [nondiscrimination laws and regulations](#), including Title VI of the Civil Rights Act of 1964 and other federal and state authorities. We promote equity and equality in our transportation planning work **because it's the right thing to do** – not just because discrimination is prohibited by law.

This *Title VI Program: Nondiscrimination & Language Plan* is our commitment to serving the public without discrimination and includes:

- How we will comply with federal and state requirements associated with nondiscrimination and the transportation planning process.
- Central Florida community characteristics data for Orange, Osceola, and Seminole counties to ensure that planning products analyze, mitigate, minimize or avoid disproportionate and adverse impacts on communities traditionally underserved in the planning process.
- A self-assessment with information on frequency of contact with limited English proficiency persons, vital programs or services, and cost of resources.
- A language assistance plan using results from the organization's self-assessment to identify potential needs in the three-county area and resources available to provide meaningful access to the organization's programs, services, and activities.
- A processing procedure for discrimination complaints.

This plan works in concert with the organization's [Public Involvement Plan](#), which identifies specific tactics for outreach and involvement.

Staff Designation of Title VI Coordinator

MetroPlan Orlando designates Cynthia Lambert, public information manager, as the individual responsible for oversight and implementation of the Title VI Program. Cynthia Lambert can be reached at (407) 481-5672 x320 or info@metroplanorlando.org. Hearing impaired persons can call toll free via Florida Relay (dial 711).



Questions about our compliance with nondiscrimination requirements?

Please contact us:



Online at MetroPlanOrlando.org
(Contact Us page)



Via email at
info@metroplanorlando.org



By mail at 250 S. Orange Ave.,
Suite 200, Orlando, FL 32801



By phone at (407) 481-5672 or
711 Florida Relay for hearing
impaired

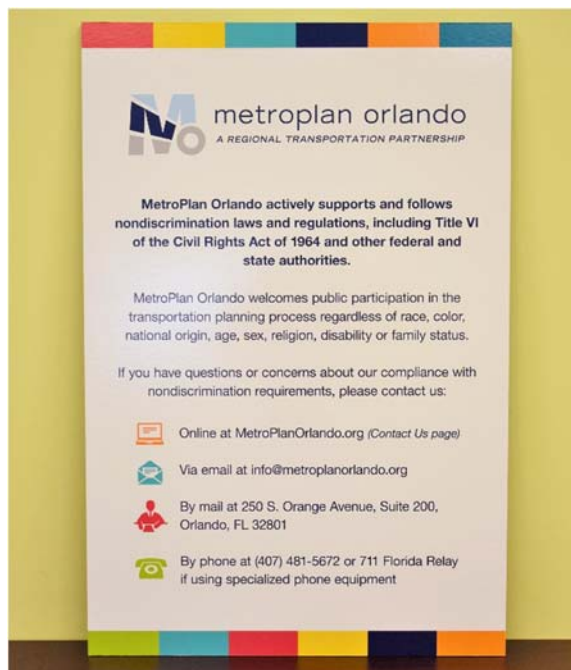
The Title VI coordinator's responsibilities include delivering related services, staff training on the plan's policies and procedures, and ongoing monitoring and assessment of the plan's effectiveness. The Title VI coordinator has direct access to MetroPlan Orlando's executive director to quickly resolve any Title VI issues that may arise. (See latest organizational chart [on our website's staff page](#) showing dotted line reporting relationship.)

Plan Review & Staff Training

This plan will be updated every three years to: (1) ensure compliance with federal and state law, (2) update demographic statistics to accurately track Central Florida's population, (3) confirm the MetroPlan Orlando Board's commitment to nondiscrimination, and (4) provide an assessment of the plan's effectiveness in addressing Title VI nondiscrimination objectives. The plan will be reviewed annually by staff to ensure effectiveness. MetroPlan Orlando staff receives annual training to ensure awareness of and sensitivity to the needs of underserved individuals.

Title VI Notice Posting Locations

MetroPlan Orlando's Title VI nondiscrimination notice is posted in our office, on [MetroPlanOrlando.org](#) in the [Nondiscrimination & Language Plan section](#), and at public meetings as needed.



Your Civil Rights

What Are Civil Rights?

Civil rights laws and regulations protect individuals from unfair treatment, or discrimination.

Did You Know?

If you believe you have experienced discrimination based on race, color, national origin, age, sex, religion, disability, or family status, you have the right to file a written or verbal complaint with MetroPlan Orlando. See page 24 for instructions on how to file a complaint.

* * *

Sus Derechos Civiles

¿Qué Son Los Derechos Civiles?

Las leyes y regulaciones de derechos civiles protegen a las personas de trato injusto o discriminación.

¿Sabías?

Si cree que ha sufrido discriminación por motivos de raza, color, nacionalidad, edad, sexo, religión, discapacidad o estado familiar, tiene derecho a presentar una queja por escrito o verbal con MetroPlan Orlando. Consulte la página 24 para obtener instrucciones sobre cómo presentar una queja.

Central Florida Community Characteristics

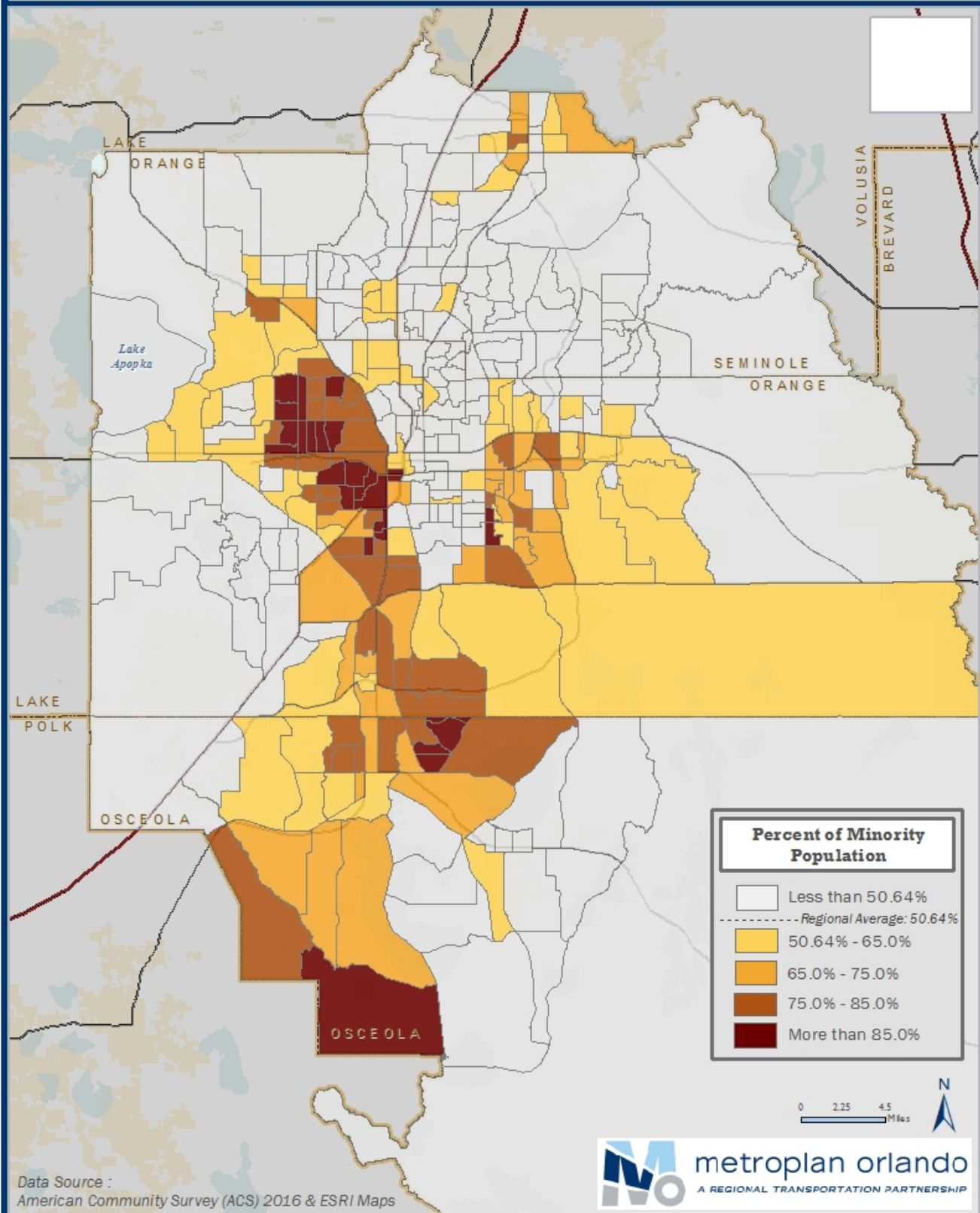
These statistics from the U.S. Census Bureau offer a county-by-county snapshot and regional view of Central Florida demographics and underserved populations.

	Orange Co.		Osceola Co.		Seminole Co.		Region Total	
	#	%	#	%	#	%	#	%
TOTAL POPULATION	1,256,055	100.0%	311,962	100.0%	442,905	100.0%	2,010,922	100.0%
Households	444,852	100.0%	93,324	100.0%	156,216	100.0%	694,392	100.0%
RACE/ETHNICITY								
White*	535,795	42.7%	110,836	35.5%	280,711	63.4%	927,342	46.12%
Black*	250,975	20.0%	29,198	9.4%	46,854	10.6%	327,027	16.26%
Hispanic/Latino**	368,503	29.3%	156,730	50.2%	85,292	19.3%	610,525	30.36%
American Indian/ Alaskan Native*	1,341	0.1%	552	0.2%	603	0.1%	2,496	0.12%
Asian*	63,528	5.1%	7,778	2.5%	17,889	4.0%	89,195	4.44%
Native Hawaiian/ Pacific Islander*	287	0.0%	338	0.1%	232	0.1%	857	0.04%
Some other race*	7,000	0.6%	1,270	0.4%	2,133	0.5%	10,403	0.52%
2 or more races*	28,626	2.3%	5,260	1.7%	9,191	2.1%	43,077	2.14%
LANGUAGE								
English spoken “less than very well” (age 5+)	150,321	12.8%	53,303	18.3%	24,482	5.8%	228,106	12.08%
AGE								
Persons 65 years or older	134,914	10.7%	39,246	12.6%	63,306	14.3%	237,466	11.81%
Persons 75 years or older	55,443	4.4%	15,265	4.9%	26,606	6.0%	97,314	4.84%
ECONOMIC								
Households below poverty level	70,409	15.8%	16,652	17.8%	17,335	11.1%	104,396	15.03%
Households with no vehicle	29,096	6.5%	5,331	5.7%	5,686	3.6%	40,113	5.78%
Female head of household with child under 18	44,621	10.0%	10,340	11.1%	11,200	7.2%	66,161	9.53%
DISABILITY								
Persons with a disability	129,186	10.3%	44,990	14.4%	45,741	10.3%	179,862	8.9%

* Not Hispanic or Latino | **Includes Hispanic of any race | Source: 2016 U.S. Census Bureau American Community Survey

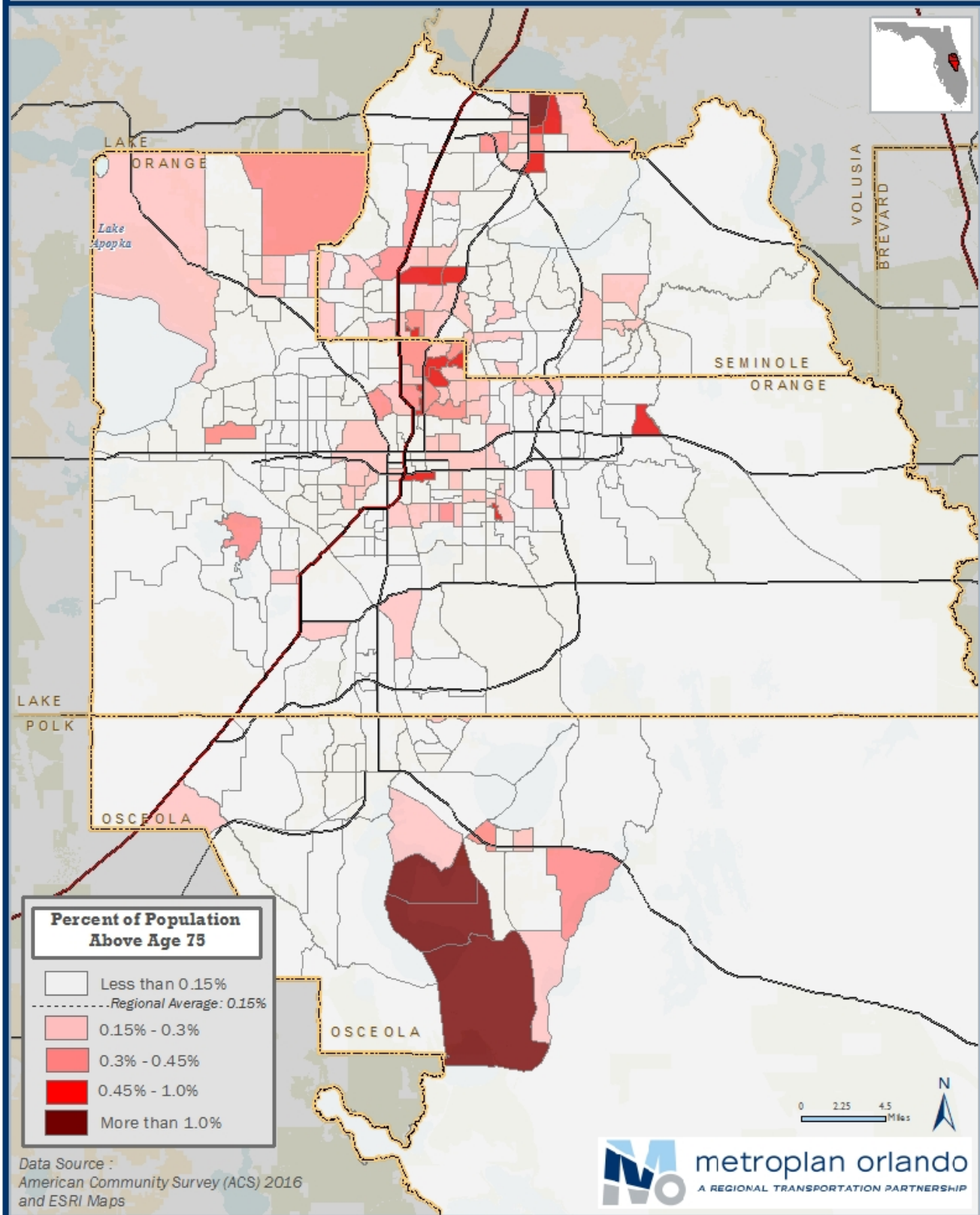
For more information on populations listed in the above table, see definitions on page 13 in *Which Communities Are Traditionally Underserved?* box.

Percentage of Minority Population



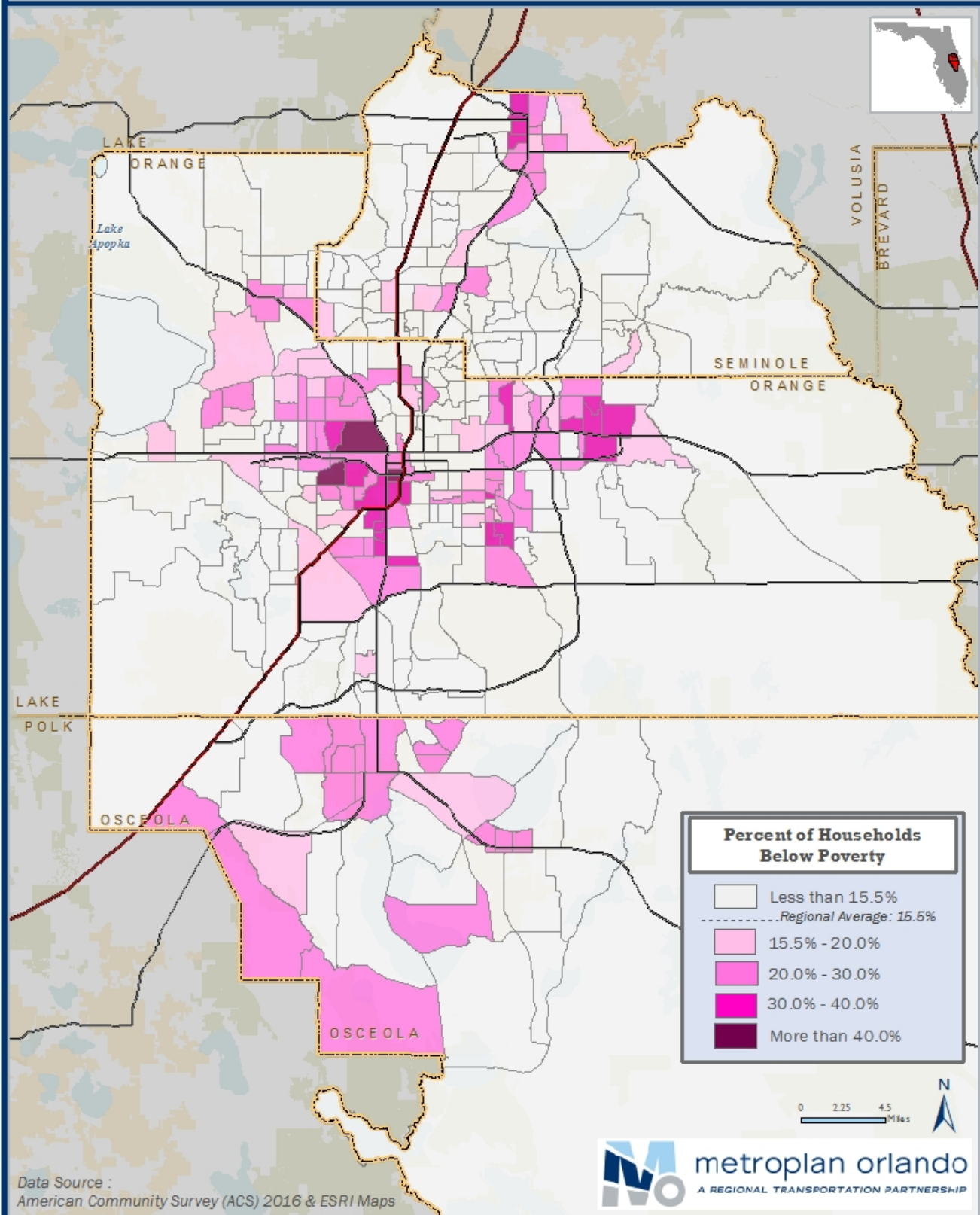
Note: Map shows census tracts

Percentage of Population Above Age 75



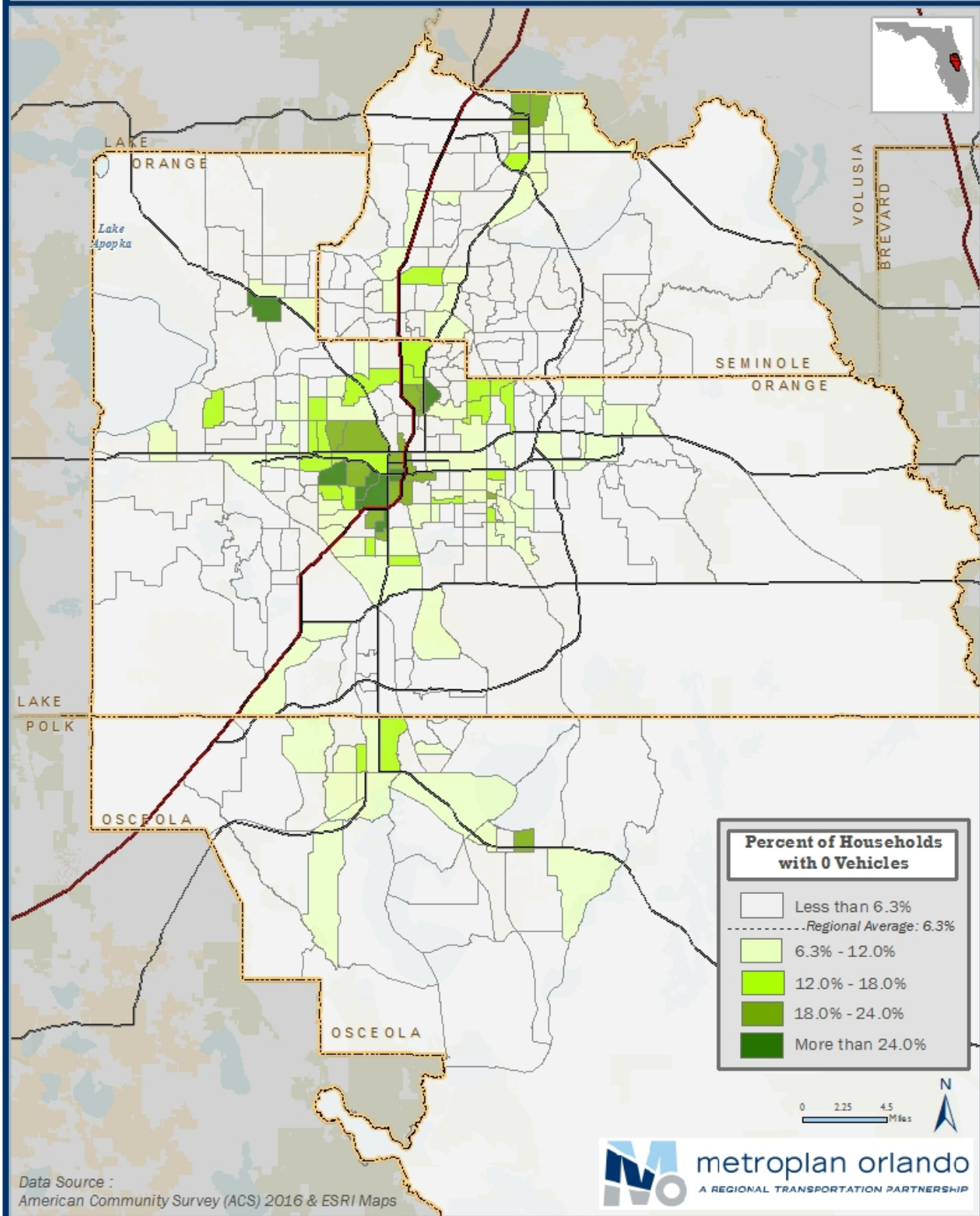
Note: Map shows census tracts

Percentage of Households below Poverty



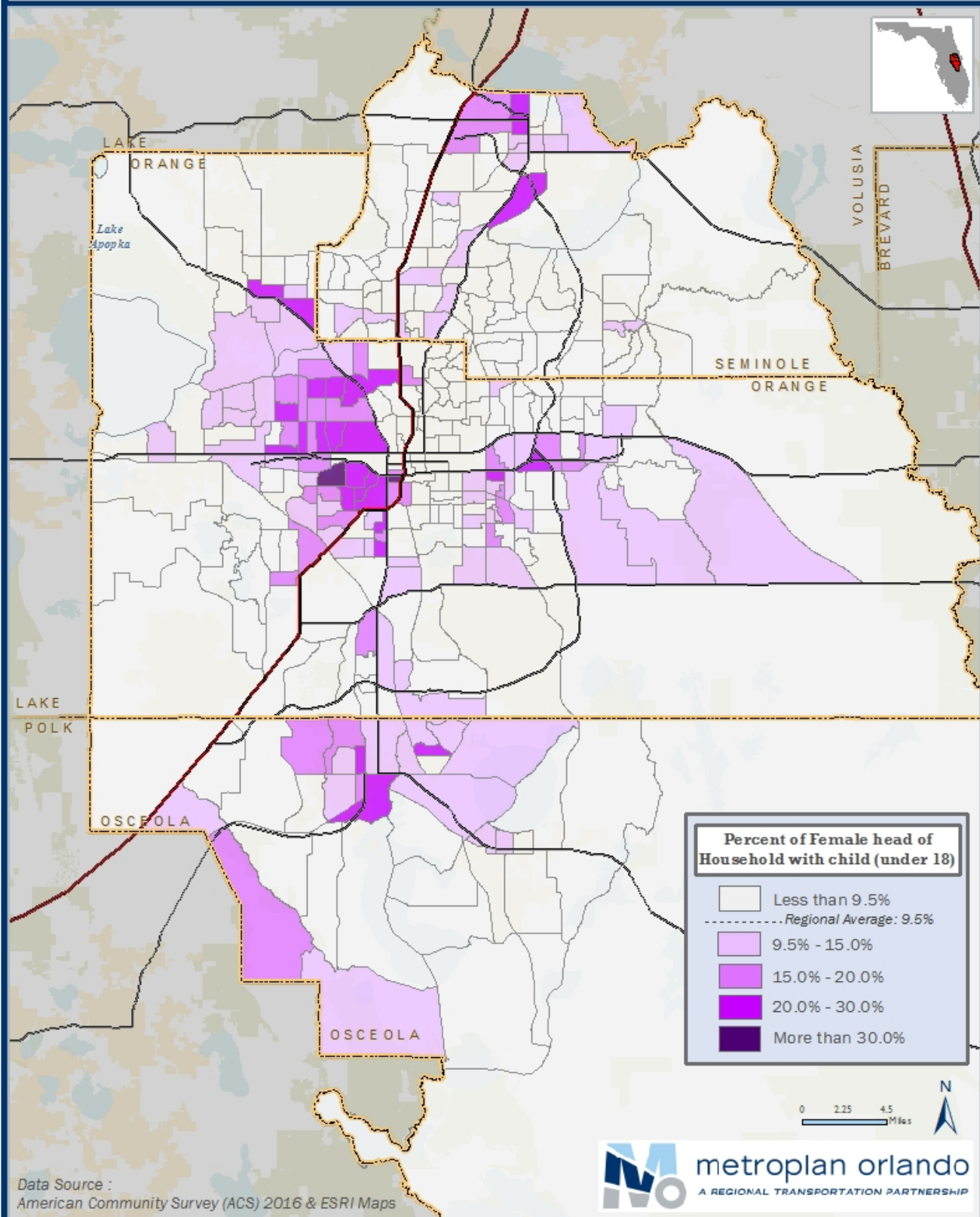
Note: Map shows census tracts

Percentage of Households with no vehicles



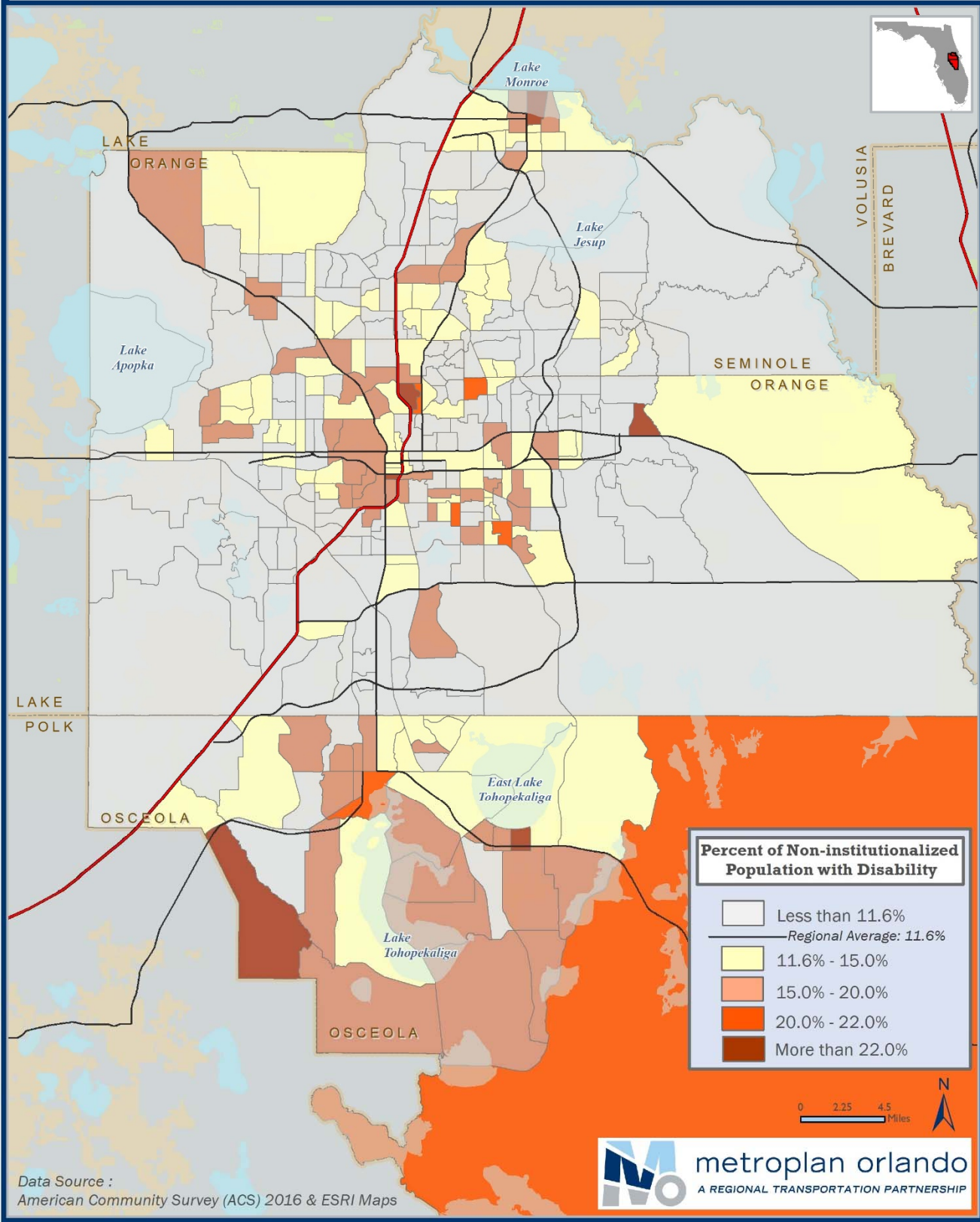
Note: Map shows census tracts

Percentage of Female Head of Household with child (under 18)



Note: Map shows census tracts

Percent of Non-Institutionalized Population with Disability



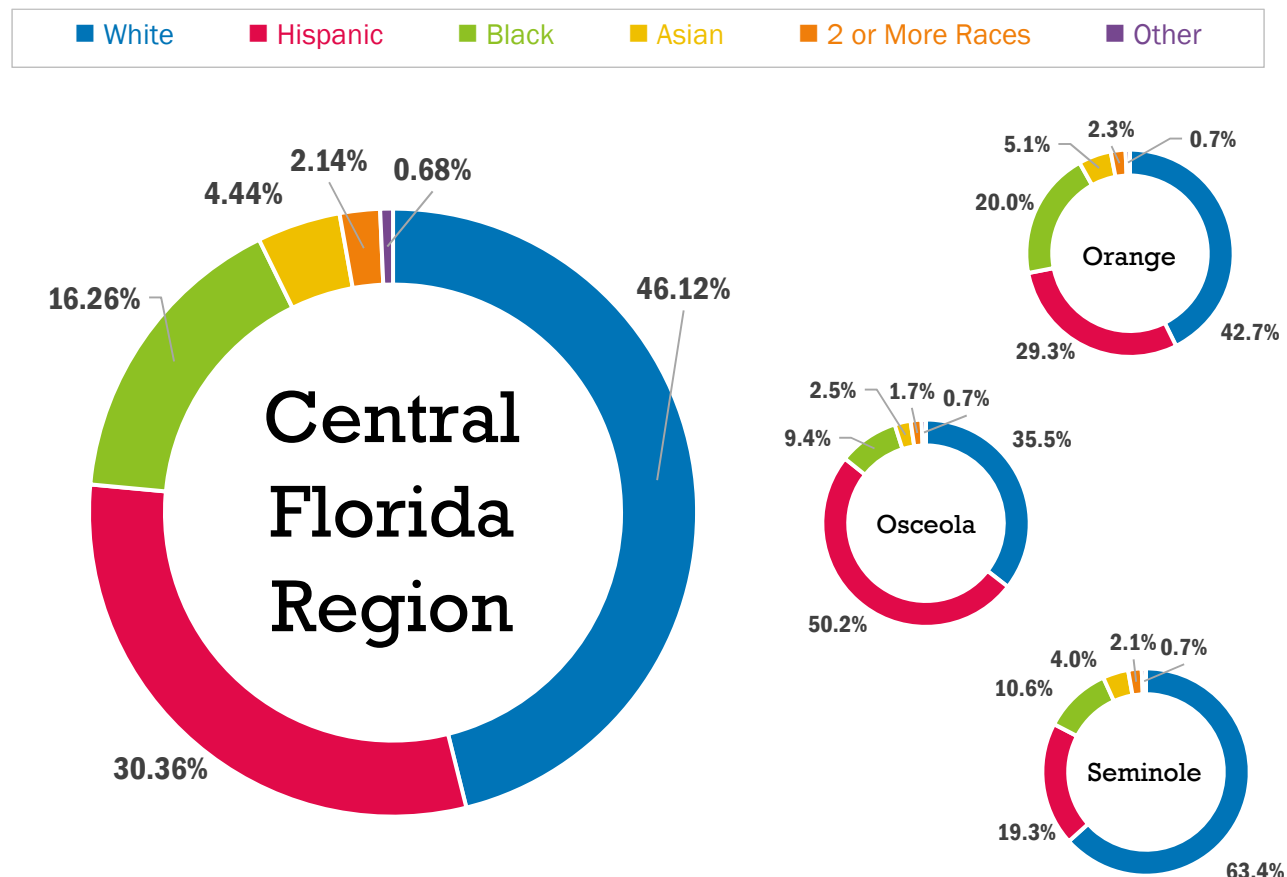
Note: Map shows census tracts

Reaching Underserved Communities

Central Florida is a majority-minority region – a beautiful multicultural melting pot. MetroPlan Orlando uses demographic information to locate underserved populations, allowing proactive community outreach efforts.

Analyzing the size and scope of underserved populations allows us to identify opportunities to minimize, mitigate, or avoid disparate impacts in transportation planning. Robust public involvement is also vital. We use demographics to guide our [Public Involvement Plan](#), which includes: 1) objectives, strategies, and tactics to ensure effective participation and meaningful community representation, 2) methods to disseminate information and receive input, and 3) outreach activities providing affirmative measures to ensure nondiscrimination. MetroPlan Orlando also allocates specific spots on our Community Advisory Committee and Transportation Disadvantaged Local Coordinating Board to underserved communities so they have a strong, constant voice in the transportation planning process.

Central Florida is a diverse community racially, ethnically, and economically. In the past decade, the three-county area has become a majority-minority region, meaning that the percentage of Central Florida's non-Hispanic white population is under 50%. This demographic make-up varies significantly from county to county, as seen in the charts below. Since the last update of this plan, the economic situation has gotten slightly better for Central Florida families, with the percentage of households at or below the poverty level going down about 2%.



Which Communities Are Traditionally Underserved?

Low Income: A person or family whose median household income is at or below the U.S. Department of Health and Human Services poverty guidelines.

Minority Population: An individual belonging to any of the following groups:

- *Black* – persons having origins in any of the black racial groups of Africa
- *Hispanic or Latino* – persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race
- *Asian American* – persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent
- *American Indian and Alaskan Native* – persons having origins in any of the original people of North America, South America (including Central America), and who maintain cultural identification through tribal affiliation or community recognition
- *Native Hawaiian and Other Pacific Islander* – persons having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands

Aging Population: Because of the increasing number of persons age 65 and older, the aging population is increasingly being categorized as young-old (65-74), old (75-84), and oldest-old (85+).

People with Disabilities: Persons who have mobility and/or self-care limitations, as defined by the U.S. Census. The disability may be physical or mental.

Zero-Car Households: Households without automobiles or access to an automobile.

Limited English Proficiency Persons: Individuals who do not speak, read, write, or understand the English language at a level that permits effective interaction. (NOTE: See further discussion and analysis in next section *Providing Meaningful Access to Limited English Proficiency Persons*.)

Female Head of Household with Child: Households led by a single mother with children under age 18.

For more information on underserved communities, see demographic statistics in *Central Florida Community Characteristics* section on page 5.

MetroPlan Orlando's Environmental Justice Focus Areas

MetroPlan Orlando works to ensure that transportation decisions do not cause disproportionately high and adverse effects on low-income and minority populations – a concept known as environmental justice (EJ). USDOT's definition of environmental justice is included in the box to the right.

Executive Order 12898, issued in 1994, focused attention on the environmental and human health effects of federal actions on minority and low-income populations with the goal of achieving environmental protection for all communities. In other words, this order made Title VI actionable.

One way MetroPlan Orlando constantly evaluates projects is through performance measures for the transportation system.

We have established **environmental justice focus areas** as a measure. If the transportation system within these EJ focus areas is under performing compared to the rest of the region, projects will be prioritized and programmed to meet established performance targets.

One example of how we use the EJ focus areas is in the compiling of Safe Routes to School applications. The Safe Routes to School program funds projects that make it safer and easier for students to walk and bike to school. MetroPlan Orlando coordinates with partners on the project applications. The process starts with MetroPlan Orlando generating a list of schools in the EJ focus areas, which is then evaluated by local governments for access needs.

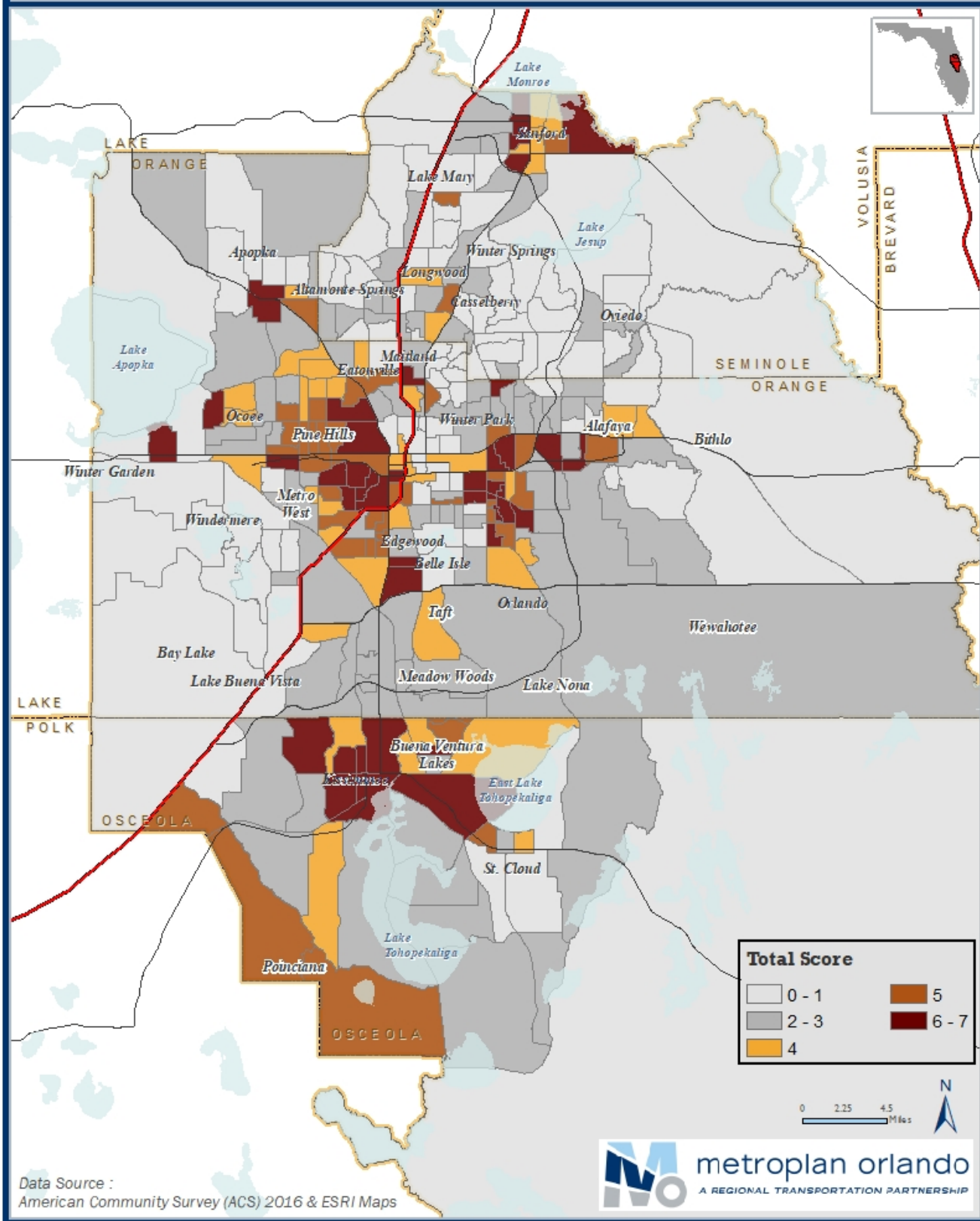
We also use the EJ focus areas to guide proactive public involvement efforts to underserved communities, particularly while we are creating the region's Metropolitan Transportation Plan.

The focus areas were established by layering maps of the following seven populations to locate high concentrations of underserved communities throughout the region: 1) percent of population above 75; 2) percent of households below poverty level; 3) percent of female households with child under 18 years; 4) percent of population with disabilities (measured against non-institutionalized population); 5) percent of minority population (population other than non-Hispanic white only); 6) percent of population with limited English proficiency (includes all people who speak English "less than very well" and "not at all"); 7) percent of households with no vehicles.

For each of these communities, the regional average was determined and then a score of "1" was given if the percentage was above the regional average. Then, all the scores were added together. Areas with higher scores of 4-7 are established as environmental justice focus areas. All the data for this effort was compiled using the 5-year 2016 American Community Survey data at the census tract level.

"Environmental justice" is the fair treatment and meaningful involvement of all people, regardless of race, ethnicity, income, national origin, or educational level with respect to the development, implementation and enforcement of environmental laws, regulations and policies. For the purpose of this strategy, fair treatment means that no population, due to policy or economic disempowerment, is forced to bear a disproportionate burden of the negative human health and environmental impacts, including social and economic effects, resulting from transportation decisions, programs and policies made, implemented and enforced at the Federal, State, local or tribal level." [U.S. Department of Transportation]

Environmental Justice Focus Areas



Note: Map shows census tracts

Providing Meaningful Access to Limited English Proficiency Persons

This assessment evaluates how often MetroPlan Orlando comes in contact with persons speaking English “less than very well” and how we provide meaningful access to the transportation planning process.

Factor One: Demography

The first part of MetroPlan Orlando’s self-assessment involves data on the number of Limited English Proficiency (LEP) persons eligible to be served, likely to be served, or likely to be encountered by the organization. MetroPlan Orlando collects data related to language from several sources, but the broadest data available is compiled by the U.S. Census Bureau in the American Community Survey.

Of persons who speak a language other than English, the percentage of individuals who also reported they speak English “less than very well” is of particular importance in identifying those likely to be encountered by the organization or eligible for language assistance. A map of limited English proficiency populations is included on the next page.

PERSONS SPEAKING ENGLISH “LESS THAN VERY WELL” (AGE 5+)

ORANGE COUNTY	OSCEOLA COUNTY	SEMINOLE COUNTY	3-COUNTY TOTAL
12.8%	18.3%	5.8%	12.1%
150,321 persons	53,303 persons	24,482 persons	228,106 persons

Source: 2016 U.S. Census Bureau American Community Survey, Selected Social Characteristics in the United States (Table DP02); Geographic Boundaries: Orange, Osceola, Seminole counties

The community profile further identifies the most common languages spoken at home for respondents who reported they speak English “less than very well.”

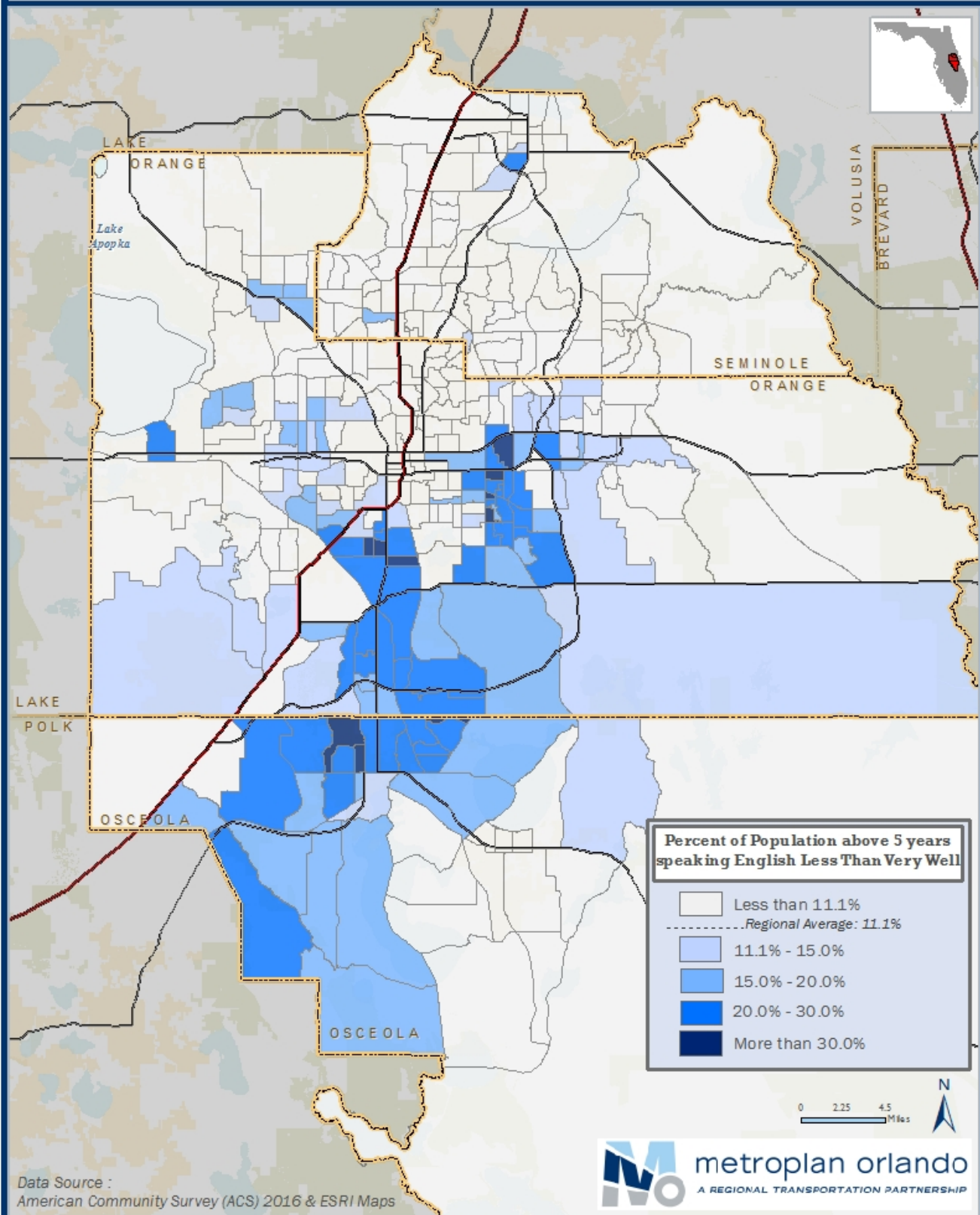
ENGLISH LANGUAGE PROFICIENCY FOR METRO AREA RESIDENTS

Language Spoken	Persons Speaking English Less Than Very Well	% of LEP Population	% of MetroPlan Orlando Region’s Population
Spanish	169,798	74.44%	8.99%
Haitian	16,412	7.19%	0.87%
Vietnamese	6,196	2.72%	0.33%
Portuguese	5,553	2.43%	0.29%
Chinese	5,725	2.51%	0.30%
Other - Various	24,422	10.71%	1.29%
TOTAL	228,106	100.00%	12.08%

Source: 2016 American Community Survey, Language Spoken at Home by Ability to Speak English for the Population 5 Years and Up (Table B16001); Geographic Boundary: Public Use Microdata Areas (PUMAs) covering entire Orange, Osceola and Seminole Counties of Florida

Based on the above analysis, MetroPlan Orlando provides select materials in Spanish on a regular basis. Translation into other languages is provided by request.

Percentage of Population with Limited English Proficiency



Note: Map shows census tracts

MetroPlan Orlando collects additional data to track limited English proficiency needs. Though results are not a formal survey, the information provides an overview of current requests and activities related to language assistance. As noted in the U.S. Census Bureau report and supported by data collected by the organization, Spanish is the most common language encountered at MetroPlan Orlando programs, services, and activities in the three-county area, especially in Osceola County.

ADDITIONAL DATA ON LIMITED ENGLISH PROFICIENCY NEEDS

Year	Category	Results
2017	Website: Visits received using Spanish-language browsers	170 (represents 0.5% of all visits)
2017	Website: Number of times Spanish language documents were accessed	5
2017	Community Events: Number of events where staff met a sizable number of limited English proficiency persons	6

Factor Two: Frequency of Contact

Though MetroPlan Orlando has regular meetings throughout the year, community outreach is the main source of contact (or potential contact) between the organization and Limited English Proficiency (LEP) persons. As a result, the frequency of contact is difficult to anticipate. Our [Public Involvement Plan](#) notes the special emphasis on outreach opportunities that engage traditionally underserved populations.

CONTACT INITIATED/ADMINISTERED BY METROPLAN ORLANDO

Program/Activity	Frequency	Resources Available
Board Meeting	8 meetings per year	Bilingual employees, special assistance notice in newspaper, LEP-specific notice on all agendas, case-by-case response, “I Speak” cards at front desk
Committee Meeting	Nearly Monthly	Bilingual employees, LEP-specific notice on all board agendas, case-by-case response, “I Speak” cards at front desk
Speakers Bureau	As Requested	Bilingual employees & staff at partner agencies, Spanish language brochures, Spanish language surveys
Community Events	Unpredictable	Bilingual employees, Spanish language brochures, Spanish language surveys, “I Speak” cards
Website	Unpredictable	Google Translate feature translating website text into 100+ languages, Spanish language brochures and Title VI nondiscrimination complaint form, LEP plan
Public Meetings	As Needed	Bilingual employees & staff at partner agencies, Spanish language brochures, Spanish language comment forms, notice in Spanish newspaper (if necessary)

Factor Three: Importance of Program

Metropolitan planning organizations receive federal funds to develop transportation plans for a designated urban area. The planning process is guided by federal and state law, including public involvement requirements to ensure diverse public outreach, notice, and opportunities for input.

The planning process does not include any direct service or program that requires vital, immediate or emergency assistance, such as medical treatment or services for basic needs like food or shelter. MetroPlan Orlando also does not require documents, such as completed applications, for participation. However, when determining whether materials, information, and/or notification related to an action is “vital,” the absence of direct services or application requirements is not the only consideration.

Future transportation projects and investments are shaped by three primary plans developed by MetroPlan Orlando: the Transportation Improvement Program, the Metropolitan Transportation Plan (formerly known as Long Range Transportation Plan), and the Unified Planning Work Program.

Given the impact of these plans on Central Florida’s future transportation system, MetroPlan Orlando places a special emphasis on language assistance for educational materials and public input tools related to our primary plans. These tools are often helpful with outreach related to other MetroPlan Orlando programs and studies.

Additionally, as discussed on page 14, limited English proficiency persons are taken into account when establishing MetroPlan Orlando’s environmental justice focus areas that show where underserved populations are located across the region. These areas are used as a performance measure in our planning process.

While meaningful access for all participants and Limited English Proficiency (LEP) persons is the intent

Definitions

Limited English Proficiency (LEP) Persons: Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English. These individuals may be entitled to language assistance with respect to a particular type of service, benefit, or encounter.

Recipient of Federal Financial Assistance: Includes grants, training, use of equipment, donations of surplus property, and other assistance. Sub-recipients are also covered, when federal funds are passed from one recipient to a sub-recipient.

Vital Communication: Any document containing information critical to benefits that are supported by federal funds or required by law. Vital documents include, for example: consent and complaint forms; and notices advising LEP persons of the availability of free language assistance. For many larger documents, translation of vital information contained within the document suffices.

Interpretation: The act of listening to spoken words in one language and orally translating it into another language.

Translation: The replacement of a written text from one language into an equivalent written text in another language.

behind services identified in the next section (*Language Assistance Plan*), the availability of resources may limit the language services in some areas.

Language assistance involving notification of services, translation of public input forms and/or surveys related to a formal public meetings, and maintenance of Spanish language materials on MetroPlanOrlando.org have high priority. Other activities, such as community events, optional meetings, and specialized speakers bureau programs have a lower priority if/when resources preclude the organization from executing all language assistance options.

Factor Four: Resources

In developing the Limited English Proficiency Plan, MetroPlan Orlando identified resources for potential recipients and associated costs. As noted above, the demand for Spanish language materials thus far has been limited. MetroPlan Orlando uses these resources, available for free or at minimal cost, for basic translation or interpretation needs:

- In-house bilingual staff (Spanish)
- Bilingual staff from partner organizations and consultants
- Maintenance of translation feature on MetroPlanOrlando.org
- “I Speak” language cards
- Google Translate mobile app with camera feature for on-the-spot translation into many languages. (A phone can be pointed at material written in English and see an instant translation on the screen. Though the translation is not perfect, this mobile app can help immediately meet translation needs at outreach events and public meetings.)



ESTIMATED TRANSLATION & INTERPRETATION COSTS

Service	Estimated Cost
Translation	\$0.12-\$0.25 per word
Interpretation	\$100+ per hour (2-hour minimum)

Language Assistance Plan

MetroPlan Orlando provides meaningful access to the transportation planning process in various ways for limited English proficiency persons.

We seek to provide language services to persons with limited English proficiency in a manner that achieves a balance between ensuring meaningful access to programs and services while not incurring undue burdens on our organization's resources. Though it is cost prohibitive to translate our primary plans and products in their entirety because they often include hundreds of pages, MetroPlan Orlando ensures that vital information about those plans is translated into Spanish, the primary translation need in Central Florida. Translation or interpretation into other languages is provided by request.

Current Language Services Provided

The table below outlines items that MetroPlan Orlando provides in Spanish so that limited English proficiency individuals receive 'vital communication' and have the opportunity to give input to the transportation planning process. (See examples of materials on page 23.)

Service	Description
Select MetroPlan Orlando outreach materials in Spanish	<ul style="list-style-type: none">• MetroPlan Orlando's organizational brochure provides an overview of our mission, board and committees, primary plans, and how to get involved in the planning process• Our Transportation Disadvantaged (TD) brochure discusses ACCESS LYNX, how to ride, and how to report concerns about the service.• We use bilingual interactive boards at community events where we expect a large LEP presence.• We evaluate LEP needs on a project-by-project basis for events, studies, and other materials.
Partner materials in Spanish	We keep copies of non-English materials from partner organizations. Examples: <ul style="list-style-type: none">• ACCESS LYNX applications (Spanish)• Best Foot Forward pedestrian safety laws handout (Spanish, Haitian Creole)• U.S. Department of Justice's Right to Work poster in Spanish (on website Jobs page)• U.S. Department of Homeland Security's E-Verify poster (on website Jobs page)
Phone access: <ul style="list-style-type: none">• Option for Spanish assistance• 711 Florida Relay	Callers who dial the MetroPlan Orlando office number hear an option to get routed to Spanish-speaking staff member. For those who are deaf, hard of hearing, deaf/blind, or speech disabled, the Florida Relay Service (711) is available to connect those who use text telephones (TTYs) with people who use voice telephones. Specially trained operators facilitate communications between the two callers. Florida Relay also offers English-to-Spanish and Spanish-to-English translation 24/7, 365 days a year.

Surveys, comment cards, forms	Customized Spanish-language surveys available; public meeting comment cards; nondiscrimination complaint form available in Spanish; “I Speak” cards available to identify additional language needs
Website	The translate function on MetroPlan Orlando’s website currently has the capability to translate into more than 100 languages.
Advertisements	Special assistance notice in newspaper, LEP-specific notice on agendas, targeted ads in Spanish publications (when vital)

Community Partners

MetroPlan Orlando’s local funding partners also provide language assistance services. In an effort to provide meaningful access to the broadest population of those with limited English proficiency, the organization will seek assistance from local funding partners and community partners for notification and access to translation and interpretation resources that already exist.

Notification of Language Assistance

MetroPlan Orlando will publicize the availability of Spanish interpreter services, free of charge, prior to board and committee meetings, workshops, and public hearings. Notification will be provided on the organization’s website, within meeting notices, and on each agenda. When appropriate, additional notification will be provided using the following outreach tools:

- Signage
- Public outreach materials
- Partner outreach materials
- Via community-based organizations
- Local Spanish newspapers/publications


The need for additional notification will be determined, in part, by the nature of the meeting or event and the degree in which such assistance is anticipated.

Standard notification regarding language assistance will read:

Public participation is conducted without regard to race, color, national origin, sex, age, disability, religion, or family status. Persons wishing to express concerns, who require special assistance under the Americans with Disabilities Act, or who require language services (free of charge) should contact MetroPlan Orlando by phone at (407) 481-5672 or by email at info@metroplanorlando.org at least three business days prior to the event.


La participación pública se lleva a cabo sin distinción de raza, color, origen nacional, sexo, edad, discapacidad, religión o estado familiar. Las personas que deseen expresar inquietudes, que requieran asistencia especial bajo la Ley de Americanos con Discapacidad (ADA) o que requieran servicios de traducción (sin cargo) deben ponerse en contacto con MetroPlan Orlando por teléfono (407) 481-5672 (marcar 0) o por correo electrónico info@metroplanorlando.org por lo menos tres días antes del evento.

EXAMPLES OF SPANISH LANGUAGE MATERIALS



metroplan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP

Survey



Blueprint
2040
for transportation

Encuesta

Pregunta #1

Dada la disminución de fondos, ¿cuales cree usted que son las 3 principales necesidades de transporte más importantes en su area?

<input type="checkbox"/> Aliviar la congestión del tráfico	<input type="checkbox"/> Control de la conducción distraída
<input type="checkbox"/> Añadir carriles para bicicletas y senderos	<input type="checkbox"/> Aumentar el servicio de los pasajeros en ferrocarril
<input type="checkbox"/> Aumentar el servicio de autobús	<input type="checkbox"/> Mejorar la seguridad peatonal
<input type="checkbox"/> Construir o ensanchar carreteras	<input type="checkbox"/> Otro _____

Pregunta #2

¿Debe invertir más dinero la Florida Central para mejorar su sistema de transporte?

<input type="checkbox"/> Sí	<input type="checkbox"/> No
-----------------------------	-----------------------------


Pregunta #3

Si la respuesta es sí, ¿qué ve usted que las 3 principales maneras de pagar por las mejoras al sistema?

<input type="checkbox"/> Fondos de impuestos a la propiedad	<input type="checkbox"/> Impuesto sobre millaje recorrido
<input type="checkbox"/> Fondos de impuestos sobre las ventas	<input type="checkbox"/> Cuota sobre los autos de renta para los visitantes
<input type="checkbox"/> Peajes	
<input type="checkbox"/> Aumento al impuesto sobre la gasolina	<input type="checkbox"/> Combinación/Otro _____

Conversación de la comunidad

Public Meeting Comment Card



metropolitan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP



Blueprint
2040
for transportation

COMMENT/COMENTARIO PUBLICO

Spoken Comment/Hablado Comentario ☐

Written Comment/Comentario Escrito ☐

NAME/NOMBRE: _____

ADDRESS/DIRECCION: _____

EMAIL ADDRESS/CORREO ELECTRONICO: _____

IF YOU WOULD LIKE TO SPEAK DURING THE HEARING, PLEASE GIVE THIS CARD TO A METROPOLIAN ORLANDO STAFFER.
OTHERWISE, PLEASE WRITE YOUR COMMENT ON THE BACK.

SI DESEA HABLAR DURANTE LA AUDIENCIA, DÉ POR FAVOR ESTA TARJETA A UN METROPOLIAN ORLANDO MIEMBRO DEL
PERSONAL. DE OTRA FORMA, POR FAVOR ESCRIBA SU COMENTARIO EN LA PARTE POSTERIOR.

Speakers will have 3 minutes each.
Los comentarios están limitados a 3 minutos por orador.



Brochure About MetroPlan Orlando and its Main Plans

Cómo usted puede participar

En línea en www.MetroPlanOrlando.org
Encuentre una gran cantidad de información en nuestro sitio web, incluyendo planes de transporte, acciones de los portadores de la agenda, fechas de reuniones y agendas, inscripción para mensajes por correo electrónico sobre noticias y mucho más.

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línea a
solicitar

Nuestros Comités Asesores

Es importante considerar diferentes puntos de vista durante el proceso de planificación de la transportation. Para ayudar a con la Junta del MetroPlan Orlando tomar decisiones informadas, los comités asesores revisar los planes y proveer sus opiniones antes de cualquier acción de la Junta. Los comités son:

Comité Asesor Comunitario

Este comité se asegura de que el público tenga la oportunidad de revisar y evaluar los planes de transportation propuestos. Los miembros emiten una variedad de ideas, preferencias, demográficas y de modos de transportation, lo que refleja la diversidad de nuestra comunidad y el sistema de transporte.

Comité Asesor Municipal

Este comité asegura que las opiniones de los funcionarios electos de las ciudades que no tienen representación directa en la Junta son parte del proceso de toma de decisiones en la transportation. El presidente de los comités tiene derecho al voto en la Junta.

Comité Asesor Técnico

Este comité está liderado por personal técnico, principalmente ingenieros y planificadores, de varias agencias locales y empresas operadoras de transporte. Los miembros evalúan la practicidad técnica y la viabilidad de los planes propuestos y proporcionan asesoramiento experto a la Junta.

Comité Asesor del Sistema Administrativo de Transportation y Operaciones

Este comité identifica y recomienda mejoras en la tecnología para hacer lo mejor del sistema de transportation existente. Los miembros incluyen planificadores e ingenieros expertos de las agencias estatales, regionales y locales.

Junta de Coordinación Local para Transporte de Desplazados

Esta Junta se centra en las necesidades de transporte de los desplazados en nuestra comunidad, incluyendo a las personas con discapacidades físicas y económicas y a las personas en edad. Los miembros proporcionan información sobre el servicio de paratransito de ACCESS LINK.

Planificando hoy para dar forma al mañana

MetroPlan Orlando dirige los esfuerzos de planificación de la transportation en los condados Orange, Osceola y Seminole. Trabajamos con los funcionarios electos, los expertos de la industria y los ciudadanos para establecer las prioridades de transporte y dar forma a un sistema futuro que eleve los niveles de viaje. Como una organización de planificación metropolitana, también determinamos el modo en que se interactúan los diversos

Nuestros planes

Produciendo los planes prioritarios de transporte, que son adoptados por la Junta después de la consideración de la opinión pública y revisión extendida por comités de asesoramiento.

Plan de Transporte a Largo Plazo

El Plan de Transporte a Largo Plazo crea una visión de transportation a largo plazo que abarca al menos 20 años hacia el futuro. Los proyectos deben ser incluidos en solo para recibir fondos federales. El plan se actualiza cada cinco años.

Lista de Proyectos por Prioridad

La lista priorizada de proyectos es una lista clasificada de los proyectos no financiados - es decir, los proyectos de transporte de inversión. Esta lista se actualiza anualmente y sitúa las prioridades de la región para los proyectos de contenido, tránsito, transporte, administración y operaciones, bicicleta y proyectos peatonales.

Programa de Mejoramiento de la Transportation

El Programa de Mejoramiento de la Transportation es un plan de cinco años que asigna fondos disponibles para proyectos seleccionados. El plan se actualiza anualmente e incluye todos los modos de transporte.

Planes adicionales

Nuestro sitio web para ver los planes sobre otros temas clave, incluyendo los proyectos de participación pública, de no discriminación y de largo plazo, programas para ciclistas y peatones, seguridad, el programa de trabajo en la organización y el presupuesto, etc. También llevamos a cabo investigaciones sobre una variedad de temas y tenemos los informes disponibles en línea en www.metroplanorlando.org.

Complaint Processing Procedure

This section explains how discrimination complaints are processed and investigated by MetroPlan Orlando.

Any person who believes they or a specific class of people have experienced discrimination, as defined by Title VI of the Civil Rights Act of 1964 and other nondiscrimination authorities, may file a verbal or written complaint with MetroPlan Orlando.

The *MetroPlan Orlando Title VI Discrimination Complaint Form* is available in English and Spanish, online and by request. A copy of the form is available in the appendix of this plan. This form, whether completed by the individual filing the complaint or by staff when reducing elements of a verbal complaint to writing, also serves as: (1) standard written notification transmitted to the Florida Department of Transportation (FDOT) District Five Title VI Coordinator and (2) documentation filed in the official MetroPlan Orlando log of Title VI complaints.

If a complaint is received, MetroPlan Orlando's (MPO's) Title VI Coordinator will follow these steps:

1. Verbal and non-written complaints will initially be addressed informally by MetroPlan Orlando's Title VI Coordinator. If the issue has not been satisfactorily resolved through this informal means, or if at any time the person requests to file a formal written complaint, MetroPlan Orlando's Title VI Coordinator shall refer the Complainant to the FDOT's District Five Title VI Coordinator for processing in accordance with approved state procedures.
2. MetroPlan Orlando's Title VI Coordinator will advise FDOT's District Five Title VI Coordinator within five (5) calendar days of receipt of the allegations.
3. The following information will be included in every notification to FDOT's District Five Title VI Coordinator:
 - a. Name, address, and phone number of the Complainant
 - b. Name(s) and address(es) of Respondent
 - c. Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation)



How to File a Discrimination Complaint

If you would like to report your complaint verbally, call MetroPlan Orlando's Title VI Coordinator at 407-481-5672 x320. To file a written complaint, please fill out the *MetroPlan Orlando Title VI Discrimination Complaint Form* located in the appendix of this plan and email it to info@metroplanorlando.org or mail it to MetroPlan Orlando, ATTN: Title VI Complaint, 250 S. Orange Avenue, Suite 200, Orlando, FL 32801.



Cómo Presentar una Queja por Discriminación

Si desea informar su queja verbalmente, llame al Coordinador del Título VI de MetroPlan Orlando al 407-481-5672 x320. Para presentar una queja por escrito, complete el formulario de queja de discriminación de MetroPlan Orlando Título VI ubicado en el apéndice de este plan y envíelo por correo electrónico a info@metroplanorlando.org o envíelo por correo a MetroPlan Orlando, ATTN: Title VI Complaint, 250 S. Orange Avenue, Suite 200, Orlando, FL 32801.

- d. Date of alleged discriminatory act(s)
 - e. Date of complaint received by the recipient
 - f. A statement of the complaint
 - g. Other agencies (state, local or federal) where the complaint has been filed
 - h. An explanation of the actions the MPO has taken or proposed to resolve the allegation(s) raised in the complaint
- 4. Within ten (10) calendar days, the MPO Title VI Coordinator will acknowledge receipt of the allegation(s), inform the Complainant of action taken or proposed action to process the allegation(s), and advise the Complainant of other avenues of redress available, such as the FDOT's Equal Opportunity Office (EOO).
- 5. Within sixty (60) calendar days, the MPO Title VI Coordinator will conduct and complete a review of the verbal or non-written allegation(s) and based on the information obtained, will render a recommendation for action in a report of findings to the head of the MPO.
- 6. Within ninety (90) calendar days of the verbal or non-written allegation(s) receipt, the MPO Title VI Coordinator will notify the Complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the Complainant of his/her right to file a formal complaint with the FDOT's EOO, if they are dissatisfied with the final decision rendered by the MPO. The MPO Title VI Coordinator will also provide the FDOT's District Five Title VI Coordinator with a copy of this decision and summary of findings.
- 7. The MPO Title VI Coordinator will maintain a log of all verbal and non-written complaints received by the MPO. The log will include the following information:
 - a. Name of Complainant
 - b. Name of Respondent
 - c. Basis of Complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation)
 - d. Date verbal or non-written complaint was received by the MPO
 - e. Date the MPO notified the FDOT's District Five Title VI Coordinator of the verbal or non-written complaint
 - f. Explanation of the actions the MPO has taken or proposed to resolve the issue raised in the complaint

Appendix

The following documents are included in the appendix to support MetroPlan Orlando's commitment to nondiscrimination.

- MetroPlan Orlando Title VI Complaint Form (English)
- MetroPlan Orlando Título VI Forma de Reclamo (Español)
- FDOT Assurance: Title VI Nondiscrimination Policy Statement & Related Contract Language – SAMPLE *[note: to be added after this plan is finalized]*
- Intergovernmental Review Certification – SAMPLE *[note: to be added after this plan is finalized]*
- Federal Transit Administration Civil Rights Assurance – SAMPLE *[note: to be added after this plan is finalized]*
- MetroPlan Orlando Assurance Concerning Nondiscrimination on the Basis of Handicap – SAMPLE *[note: to be added after this plan is finalized]*



MetroPlan Orlando Title VI Complaint Form

Name	Daytime Phone (if available)	Evening Phone (if available)
Address (Street, P.O. Box, etc.)		City, State, Zip Code
Name of person(s) who discriminated against you, position (if known):		
Please describe the event, occasion, place, etc. where the discrimination took place:		
Date of alleged incident:		
Discrimination on the basis of (please check):		
Race	Retaliation	Sex
Color	National Origin	Age
Familial Status		Religion
Disability		
Please briefly explain the incident that triggered a Title VI violation, including the nature of the event, who was involved and any other details necessary for an investigation. (NOTE: You may use the other side of this paper and/or attach a separate document.)		
Signature	Date	
Mail to: Cynthia Lambert, MetroPlan Orlando, 250 S. Orange Avenue, Suite 200, Orlando, FL., 32801 Email: clambert@metroplanorlando.org Fax: (407) 481-5680		



MetroPlan Orlando Título VI

Forma de Reclamo

Nombre de la persona discriminada		Número de teléfono diurno (si disponible)	Número de teléfono nocturno (si disponible)	
Dirección de residencia (número y calle, número de departamento)			Ciudad, estado, y código postal de residencia	
Nombre de la persona que discriminó contra usted, y la posición de trabajo (si conocido):				
Describa por favor el acontecimiento, la ocasión, el lugar, etc. donde la discriminación sucedió:				
Fecha del incidente discriminatorio:				
Causa de la discriminación (marque por favor):				
Raza	Retaliación	Sexo	Estado Civil	Religión
Color de Piel	Nacionalidad	Edad	Impedimento Físico o Mental	
Por favor explique brevemente el incidente que provocó una infracción de Título VI, incluyendo quienes participaron y cualquier otros detalles necesarios para una investigación. (Puede utilizar el otro lado de este papel y/o conectar un documento adicional.)				
Firma			Fecha	
Envíe por correo a: Cynthia Lambert, MetroPlan Orlando, 250 S. Orange Avenue, Suite 200, Orlando, FL., 32801 Correo Electrónico: clambert@metroplanorlando.org Fax: (407) 481-5680				

TAB 6





November 14, 2018

To: Commissioner Cheryl Grieb, Board Chairwoman
MetroPlan Orlando Board Members

From: Gary Huttman, Executive Director

Subject: Executive Director's Report

- The Executive Committee will be meeting in December to discuss rail to the airport. This is consistent with Board action at the July meeting.
- I attended and served on a panel at the inaugural event for the Alliance for Regional Transportation of the Orlando Economic Partnership on September 17. This event was held at the new Intermodal Facility at OIA and attended by approximately 200 guests. Other panelists included Mike Shannon FDOT 5, Laura Kelley CFX, Edward Johnson Lynx, and Nicola Liquori from SunRail.
- I attended and spoke at the Tri-County League of Cities meeting in Lake Mary on September 20.
- I attended the AMPO Annual Meeting in San Antonio, Texas from September 23-28.
- I attended the NARC Executive Director's Conference in Cleveland, Ohio from September 30-October 3. On Monday, October 1, I was a panelist for a session entitled "*Healthy Communities: A Regional Approach*." I served with Josh Brown, executive director of the Puget Sound Regional Council (Seattle).
- The due date for proposals to FDOT for use of the I-4 right of way was November 7. FDOT will review the proposals and make their decision on November 28.
- I was approved as one of two representatives of District V (Georgia & Florida) of the NARC Executive Directors Council.
- The Executive Committee met on October 25 to discuss: 1) 2019 Legislative Issues and 2) 2019 Board Officers. The 2019 Board Officers will be presented to the full Board in December for approval.
- FDOT Mobility Week was October 27-November 3.
- I served on a panel at the final meeting of the TBARTA Regional Transportation Leadership Workshop on Monday, October 29, 2018.
- I was welcomed to the Board of the Central Florida Commission on Homelessness with a new Board Member orientation on October 31.
- I started my one on one meetings with community leaders
 - I met with Frankie Elliott of the Orlando Realtors Association on October 8
 - I met with Dave Krepcho from Second Harvest Food Bank on October 8
 - I met with Deidre McNab and Theo Webster of the Orange County League of Women Voters on October 30
 - I met with Don Whyte and toured the Deseret Ranch property on October 30
 - I met with Eric Gray and toured the United Against Poverty facility on October 30

- I toured Space Florida with Mark Bontrager on November 2. Nick Lepp and Mary Ann Horne accompanied me on this tour.
- I attended the ECFRPC Meeting on November 7.
- I met with Edward Bass, the Apopka City Manager on November 6.
- I met with Mike Steigerwald, the Kissimmee City Manager on November 8.
- I met with Norton Bonaparte, the Sanford City Manager on November 13.



Florida Department of Transportation

**RICK SCOTT
GOVERNOR**

719 South Woodland Boulevard
DeLand, Florida 32720

**MIKE DEW
SECRETARY**

October 4, 2018

Mr. Gary Huttman
Executive Director
MetroPlan Orlando MPO
250 South Orange Avenue
Suite 200
Orlando, Florida 32801

RE: First Quarter Variance Report (July 2018 – September 2018)

Dear Mr. Huttman:

This letter is in reference to a request made by MetroPlan Orlando Metropolitan Planning Organization (MPO) regarding the first quarter variance report for the period of July 2018 through September 2018. This quarter's variance report compares the July 1, 2018 adopted work program with changes made to the adopted work program in the first quarter of Fiscal Year 2018/2019. The projects listed below includes a cost increase that is equal to or greater than the minimum parameters set by MetroPlan Orlando.

ORANGE COUNTY PROJECTS

FM#437634-1 – State Road 551 (Goldenrod Road) from State Road 408 to State Road 50 – Safety Project

7/1/18 Adopted Phase Cost: Right of Way Acquisition Phase = \$828,563 (FY 2018/2019)

Revised Phase Cost: Right of Way Acquisition Phase = \$1,334,880 (FY 2018/2019)

Phase Cost Increase: Right of Way Acquisition Phase = (61%)

Reason for Cost Increase

Funding added due to Right of Way estimate updates along the corridor

Impact of Phase Cost Increase

The cost increase has no impact on the work program.

OSCEOLA COUNTY PROJECTS

FM#239714-1 – State Road 600 (US 17/92) from 1900' West of Poinciana Boulevard to County Road 535 - Add Lanes and Reconstruct Project

7/1/18 Adopted Phase Cost: Construction Engineering Inspection Phase = \$2,083,348 (FY 2018/2019)

Revised Phase Cost: Construction Engineering Inspection Phase = \$3,246,232 (FY 2018/2019)

Phase Cost Increase: Construction Engineering Inspection Phase = (55%)

Reason for Cost Increase

Funding added due to Construction cost estimate updates along the corridor.

Impact of Phase Cost Increase

The cost increase has no impact on the work program.

FM#418403-3 – State Road 600 (US 17/92) from Pleasant Hill Road to Portage Street – Add Lanes and Reconstruct Project

7/1/18 Adopted Phase Cost: Right of Way Acquisition Phase = \$1,600,000 (FY 2022/2023)

Revised Phase Cost: Right of Way Acquisition Phase = \$6,000,000 (FY 2022/2023)

Phase Cost Increase: Right of Way Acquisition Phase = (275%)

7/1/18 Adopted Phase Cost: Right of Way Relocation Phase = \$15,000 (FY 2022/2023)

Revised Phase Cost: Right of Way Relocation Phase = \$47,834 (FY 2022/2023)

Phase Cost Increase: Right of Way Relocation Phase = (218%)

Reason for Cost Increase

Funding added due to Right of Way estimate updates along the corridor

Impact of Phase Cost Increase

The cost increase has no impact on the work program.

OSCEOLA COUNTY PROJECTS (CONTINUED)

FM#431456-1 – State Road 400 (I-4) West of County Road 532 to East of State Road 522 (Osceola Parkway) – Add Lanes and Reconstruct Project

7/1/18 Adopted Phase Cost: Right of Way Support = \$2,466,397 (FY 2018/2019)

Revised Phase Cost: Right of Way Support = \$3,387,560 (FY 2018/2019)

Phase Cost Increase: Right of Way Acquisition Phase = (37%)

7/1/18 Adopted Phase Cost: Right of Way Acquisition Phase = \$38,335,622 (FY 2018/2019)

Revised Phase Cost: Right of Way Acquisition Phase = \$51,520,600 (FY 2018/2019)

Phase Cost Increase: Right of Way Acquisition Phase = (34%)

Reason for Cost Increase

Funding added due to Right of Way estimate updates along the corridor

Impact of Phase Cost Increase

The cost increase has no impact on the work program.

SEMINOLE COUNTY PROJECTS

FM#436679-1 – State Road 15/600 (US 17/92) from North of Lake Mary Boulevard to North of Airport Boulevard – Add Right Turn Lane(s) Project, Extending Existing Right Turn Lanes

7/1/18 Adopted Phase Cost: Right of Way Acquisition Phase = \$1,709,000 (FY 2018/2019)

Revised Phase Cost: Right of Way Acquisition Phase = \$3,152,000 (FY 2018/2019)

Phase Cost Increase: Right of Way Acquisition Phase = (84%)

7/1/18 Adopted Phase Cost: Construction Engineering Inspection Phase = \$52,750 (FY 2019/2020)

Revised Phase Cost: Construction Engineering Inspection Phase = \$273,621 (FY 2019/2020)

Phase Cost Increase: Construction Engineering Inspection Phase = (418%)

Reason for Cost Increase

Right of Way and Construction Engineering Inspection funding added due to updated cost estimates along the corridor.

Impact of Phase Cost Increase

The cost increase has no impact on the work program.

SEMINOLE COUNTY PROJECTS (CONTINUED)

**FM#441365-1 – State Road 436 from South Howell Branch Road to North Howell Branch Road
Intersection - Safety Project**

7/1/18 Adopted Phase Cost: Design Phase = \$50,000 (FY 2018/2019)

Revised Phase Cost: Design Phase = \$175,000 (FY 2018/2019)

Phase Cost Increase: Design Phase = (250%)

Reason for Cost Increase

Funding added due to design cost estimate updates along the corridor

Impact of Phase Cost Increase

The cost increase has no impact on the work program.

As always, we appreciate all the opportunities that we get to work with MetroPlan Orlando staff and if you should have any additional questions or concerns please do not hesitate to contact me at 386-943-5427.

Sincerely,



Kellie, Smith

Government Liaison Administrator

cc: Keith Caskey, Manager of Planning Services, MetroPlan Orlando



FDOT District Five - Orlando and Oviedo Operations
420 West Landstreet Road, Orlando, 32824
2400 Camp Road, Oviedo, 32765
Orlando: 321-319-8100 Oviedo: 407-278-2800

Outside Consultant

In-House Construction

Maintenance

Project Status Report as of September 21, 2018

ORANGE

SR 15 (Hoffner Avenue) from North of Lee Vista Boulevard to Conway Road

FIN # 239266-3-52-01, 239266-4-52-01

CONTRACT # T5521

Conventional

PROJECT DESCRIPTION: Widen Hoffner Avenue from two to four lanes, with bike lanes and sidewalk

					TIME	COST
CONTRACTOR:	Prince Contracting LLC	LET DATE:	3/25/2015	ORIGINAL:	1,300	\$37,089,690.00
FED. AID #:	N/A	NTP:	6/10/2015	CURRENT:	1,429	\$37,800,264.15
FUND TYPE	Construction	TIME BEGAN:	8/10/2015	ELAPSED:	1,134	\$37,406,394.44
		WORK BEGAN:	8/10/2015	% ORIGINAL:	87.23%	100.85%
		EST. COMPLETION:	Summer 2019	% TO DATE:	79.36%	98.96%

CONTACT		PHONE		EMAIL
PROJECT ADMINISTRATOR	Dan Barbato	O: 561-578-4500 C: 561-719-9885		dbarbato@targetengineering.com
FDOT PROJECT MANAGER	Trevor Williams	O: 407-482-7820		trevor.williams@dot.state.fl.us
CONTRACTOR'S PROJECT MANAGER:	Thomas F. Hill	O: 407-374 2931 C: 407-702-8579		thill@princecontracting.com

ORANGE

SR 423 (John Young Parkway) from SR 50 to Shader Road

FIN # 239496-3-52-01

CONTRACT # T5538

Conventional

PROJECT DESCRIPTION: Widen SR 423 (John Young Parkway) from four to six lanes from SR 50 to Shader Road.

					TIME	COST
CONTRACTOR:	Southland Construction Inc.	LET DATE:	8/30/2017	ORIGINAL:	765	\$27,752,000.00
FED. AID #:	8785019U	NTP:	11/07/2017	CURRENT:	796	\$27,752,000.00
FUND TYPE	Conventional	TIME BEGAN:	1/7/2017	ELAPSED:	252	\$6,764,478.42
		WORK BEGAN:	1/7/2017	% ORIGINAL:	32.94%	24.37%
		EST. COMPLETION:	Spring 2020	% TO DATE:	31.66%	24.37%

CONTACT		PHONE		EMAIL
PROJECT ADMINISTRATOR	John Bailey	C: 407-466-4387		john.bailey@kisingercampo.com
FDOT PROJECT MANAGER	Carlton Daley	O: 321-319-8129 C: 407-832-1694		carlton.daley@dot.state.fl.us
CONTRACTOR'S PROJECT MANAGER:	Jomo K. Forbes	O: 407-889-9844 C: 407-496-4274		JomoF@southlandconstruction.com

ORANGE

SR 482 (Sand Lake Road) from West of International Drive to East of Florida's Turnpike

FIN # 407143-4-52-01, 407143-5-52-01, 407143-6-62-01

CONTRACT # T5552

Conventional

PROJECT DESCRIPTION: Widen and reconstruct Sand Lake Boulevard from west of International Drive to east of Florida's Turnpike, including International Drive from Jamaican Court to North of Sand Lake Road

					TIME	COST
CONTRACTOR:	Prince Contracting LLC	LET DATE:	6/08/2016	ORIGINAL:	1,050	\$75,824,482.00
FED. AID #:	MULT009R	NTP:	8/18/2016	CURRENT:	1,131	\$76,905,189.40
FUND TYPE	Conventional Pay Item	TIME BEGAN:	10/14/2016	ELAPSED:	703	\$42,405,023.05
		WORK BEGAN:	10/14/2016	% ORIGINAL:	66.95%	55.93%
		EST. COMPLETION:	Spring 2020	% TO DATE:	62.16%	55.14%

CONTACT		PHONE		EMAIL
PROJECT ADMINISTRATOR	Robert Murphy	O: 407-875-8900 C: 813-918-6390		rmurphy@transystems.com
FDOT PROJECT MANAGER	Trevor Williams	O: 321-319-8138 C: 407-625-4360		trevor.williams@dot.state.fl.us
CONTRACTOR'S PROJECT MANAGER:	Neil Parekh	O: 407-737-6741 C: 305-753-8621		nparekh@princecontracting.com

Project Status Report as of September 21, 2018

OSCEOLA						
SR 500 (US 192) from Aeronautical Drive to Budinger Avenue						
FIN #	239682-1-52-01					
CONTRACT #	T5530					
Conventional						
PROJECT DESCRIPTION: Widening U.S. 192 from four to six lanes. Additional improvements include milling and resurfacing, drainage improvements, removal and replacement of an existing bridge on S.R. 500 over the St. Cloud canal.						
					TIME	COST
CONTRACTOR:	JR Davis Construction	LET DATE:	6/24/2015	ORIGINAL:	1,100	\$37,673,820.99
FED. AID #:	N/A	NTP:	8/31/2015	CURRENT:	1,320	\$38,579,417.74
FUND TYPE	Conventional Pay Item	TIME BEGAN:	3/31/2016	ELAPSED:	901	\$27,555,046.37
		WORK BEGAN:	3/31/2016	% ORIGINAL:	81.91%	73.14%
		EST. COMPLETION:	Fall 2019	% TO DATE:	68.26%	71.42%
CONTACT			PHONE		EMAIL	
PROJECT ADMINISTRATOR		Jignesh Vyas	C: 407-406-0300		ivyas@saiengr.com	
FDOT PROJECT MANAGER		Ray Gopal	O: 321-319-8133 C: 321-229-8213		uvendra.gopal@dot.state.fl.us	
CONTRACTOR'S PROJECT MANAGER:		Bruce Baker	C: 407-572-3881		bruce.baker@jr-davis.com	

OSCEOLA						
SR 423/SR 600 (John Young Parkway) from Portage Street to Vine Street						
FIN #	418403-2-52-01					
CONTRACT #	T5506					
Conventional						
PROJECT DESCRIPTION: Pavement widening, median access changes, drainage improvements, curb and gutter, sidewalk, milling and resurfacing, pavement markings and signing, signalization, and water and sanitary sewer construction.						
					TIME	COST
CONTRACTOR:	Masci Construction	LET DATE:	6/17/2015	ORIGINAL:	800	\$12,348,616.43
FED. AID #:	N/A	NTP:	8/17/2015	CURRENT:	1,049	\$13,441,375.63
FUND TYPE	Conventional Pay Item	TIME BEGAN:	11/16/2015	ELAPSED:	1,037	\$12,254,395.48
		WORK BEGAN:	11/16/2015	% ORIGINAL:	129.63%	99.24%
		EST. COMPLETION:	Summer 2018	% TO DATE:	98.86%	91.17%
CONTACT			PHONE		EMAIL	
PROJECT ADMINISTRATOR		Kris Morgan	C: 813-614-3776		kris.morgan@jacobs.com	
FDOT PROJECT MANAGER		Ryan Flipse	O: 321-319-8134 C: 407-625-0342		ryan.flipse@dot.state.fl.us	
CONTRACTOR'S PROJECT MANAGER:		Michael Anderson	O: 386-322-4500		michaelanderson@mascigc.com	

OSCEOLA						
SR 15 (US 441) from East of the Bridge over Florida's Turnpike to North of Tyson Creek Bridge						
FIN #	434406-1-52-01					
CONTRACT #	E5Y74					
Construction Lump Sum						
PROJECT DESCRIPTION: Mill and resurfacing 16.9 miles of US 441 from east of the bridge over Florida's Turnpike to north of the Tyson Creek Bridge. Other improvements include widening to create a turn lane for Canoe Creek Road.						
					TIME	COST
CONTRACTOR:	Hubbard Construction Co.	LET DATE:	2/06/2018	ORIGINAL:	330	\$8,870,872.73
FED. AID #:	N/A	NTP:	4/04/2018	CURRENT:	344	\$8,896,059.63
FUND TYPE	Lump Sum	TIME BEGAN:	4/9/2018	ELAPSED:	159	\$8,525,256.42
		WORK BEGAN:	4/9/2018	% ORIGINAL:	48.18%	96.10%
		EST. COMPLETION:	Early 2019	% TO DATE:	46.22%	95.83%
CONTACT			PHONE		EMAIL	
PROJECT ADMINISTRATOR		Herb Potter	C: 863-258-6540		hpotter@adaptiveCE.com	
FDOT PROJECT MANAGER		Ryan Flipse	O: 321-319-8134		ryan.flipse@dot.state.fl.us	
CONTRACTOR'S PROJECT MANAGER:		Javier Saldana	C: 407-280-5357		javier.saldana@hubbard.com	

Project Status Report as of September 21, 2018

SEMINOLE						
Widening US 17/92 from Shepard Road to Lake Mary Boulevard						
FIN #	240196-1-52-01					
CONTRACT #	T5557					
Conventional						
PROJECT DESCRIPTION: Reconstruct US 17/92 from Shepard Road to Lake Mary Boulevard from a rural four-lane roadway to an urban six-lane roadway. This contract includes construction of a new bridge to replace the existing box culvert at Soldiers Creek.						
					TIME	COST
CONTRACTOR:	Bergeron Land Development	LET DATE:	12/09/2015	ORIGINAL:	990	\$53,326,000.00
FED. AID #:	N/A	NTP:	2/09/2016	CURRENT:	1,128	\$54,454,262.75
FUND TYPE	Conventional Pay Item	TIME BEGAN:	5/31/2016	ELAPSED:	839	\$35,252,671.54
		WORK BEGAN:	5/31/2016	% ORIGINAL:	84.75%	66.11%
		EST. COMPLETION:	Summer 2019	% TO DATE:	74.38%	64.74%
CONTACT			PHONE		EMAIL	
PROJECT ADMINISTRATOR		Chris Davis	O: 321-972-8616 C: 407-466-4151		cdavis@metriceng.com	
FDOT PROJECT MANAGER		Jeff Oakes	O: 407-482-7835 C: 407-832-1354		jeff.oakes@dot.state.fl.us	
CONTRACTOR'S PROJECT MANAGER:		Michael Heim	C: 954-295-2045		mheim@bergeroninc.com	

SEMINOLE						
SR 46 (East 25th Street) from Mellonville Avenue to SR 415 (East Lake Mary Boulevard)						
FIN #	240216-2-52-01					
CONTRACT #	T5548					
Conventional						
PROJECT DESCRIPTION: Widen SR 46 (East 25th Street) to a four-lane roadway, including the addition of bike lanes and sidewalk.						
					TIME	COST
CONTRACTOR:	Southland Construction, Inc	LET DATE:	2/24/2016	ORIGINAL:	860	\$26,475,089.42
FED. AID #:	3141040P	NTP:	4/20/2016	CURRENT:	1,016	\$26,075,596.26
FUND TYPE	Conventional Pay Item	TIME BEGAN:	5/9/2016	ELAPSED:	860	\$20,272,457.46
		WORK BEGAN:	5/9/2016	% ORIGINAL:	100.00%	76.57%
		EST. COMPLETION:	Spring 2019	% TO DATE:	84.65%	77.74%
CONTACT			PHONE		EMAIL	
PROJECT ADMINISTRATOR		Charles Long	O: 407-482-7830 C: 407-625-7591		charles.long@dot.state.fl.us	
CONTRACTOR'S PROJECT MANAGER:		George Jaoude	C: 407-889-9844		georgej@southlandconstruction.com	

LAKE AND SEMINOLE COUNTIES						
SR 429/46 from west of Old McDonald Road to east of Wekiva Park Road (Wekiva Parkway Section 6)						
FIN #	238275-7-52-01					
CONTRACT #	E5Y47					
Design Build						
PROJECT DESCRIPTION: Design 5.5 miles of limited access toll road largely along the existing State Road 46 corridor from west of Old MacDonald Road to east of Wekiva Park Road. The project will include designing: an additional non-tolled, service road for local travel; a new, higher-profile bridge that is aesthetically pleasing over the Wekiva River; and, three wildlife bridges to allow animals to pass safely between the Seminole State Forest, Rock Springs Run State Reserve and Lower Wekiva River Preserve.						
					TIME	COST
CONTRACTOR:	Superior Construction Co. Southeast	LET DATE:	3/22/2017	ORIGINAL:	1,270	\$234,544,468.00
FED. AID #:	3141036P	NTP:	6/27/2017	CURRENT:	1,323	\$232,375,345.09
FUND TYPE	Design Build	TIME BEGAN:	10/18/2017	ELAPSED:	448	\$87,868,992.45
		WORK BEGAN:	10/18/2017	% ORIGINAL:	35.28%	37.46%
		EST. COMPLETION:	Early 2021	% TO DATE:	33.86%	37.81%
CONTACT			PHONE		EMAIL	
CEI PROJECT ADMINISTRATOR		Arnaldo Larrazabal	C: 786-205-2699		arnaldo.larrazabal@rsandh.com	
FDOT PROJECT MANAGER:		Rick Vallier	O: 386-943-5283 C: 386-846-4149		rick.vallier@dot.state.fl.us	
CONTRACTOR'S PROJECT MANAGER:		Jeremy Andrews	C: 904-509-0868		jandrews@superiorfla.com	

Project Status Report as of September 21, 2018

SEMINOLE						
SR 436 from Boston Avenue to east of Anchor Road						
FIN #	434412-1-52-01					
CONTRACT #	T5609					
Construction Lump Sum						
PROJECT DESCRIPTION: Mill and resurface, provide a continuous turn lane on westbound SR 436 at the hospital entrance, pedestrian and drainage improvements, and intersection improvements at Maitland Avenue						
					TIME	COST
CONTRACTOR:	Atlantic Civil Constructors Corp.	LET DATE:	3/28/2018	ORIGINAL:	240	\$2,876,724.92
FED. AID #:	D517111B	NTP:	6/01/2018	CURRENT:	247	\$2,876,724.92
FUND TYPE	Lump Sum	TIME BEGAN:	6/24/2018	ELAPSED:	85	\$1,150,477.04
		WORK BEGAN:	6/24/2018	% ORIGINAL:	35.42%	39.99%
		EST. COMPLETION:	Spring 2019	% TO DATE:	34.41%	39.99%
CONTACT			PHONE		EMAIL	
CEI PROJECT ADMINISTRATOR		Scott Stagg	O: 407-319-7460 C: 407-362-1309		ssagg@drmp.com	
FDOT PROJECT MANAGER		Charles Long	O: 407-482-7830 C: 407-625-7591		charles.long@dot.state.fl.us	
CONTRACTOR'S PROJECT MANAGER:		Chris Sousa	C: 407-277-8410		chris.sousa@atlantic-civil.com	

SEMINOLE						
Pedestrian Safety Improvements - Ronald Reagan Blvd. from SR 434 to north of Palmetto Avenue						
FIN #	437931-1-52-01					
CONTRACT #	T5615					
Conventional Construction						
PROJECT DESCRIPTION: Pedestrian safety improvements along Ronald Reagan Blvd., including construction of buffered bike lanes, on-street parallel parking, brick pavers and signal modifications.						
					TIME	COST
CONTRACTOR:	American Lighting and Signalization LLC	LET DATE:	3/28/2018	ORIGINAL:	200	\$1,435,272.80
FED. AID #:	D517088B	NTP:	5/23/2018	CURRENT:	202	\$1,435,272.80
FUND TYPE	Conventional	TIME BEGAN:	6/27/2018	ELAPSED:	77	\$208,788.08
		WORK BEGAN:	6/27/2018	% ORIGINAL:	38.50%	14.55%
		EST. COMPLETION:	Early 2019	% TO DATE:	38.12%	14.55%
CONTACT			PHONE		EMAIL	
PROJECT ADMINISTRATOR		Eric Planter	O: 407-482-7847		eric.planter@dot.state.fl.us	
CONTRACTOR'S PROJECT MANAGER:		Travis Church	O: 904-886-4300 C: 904-334-7083		tchurch1@asplundh.com	

LAKE AND SEMINOLE COUNTIES						
SR 429/46 from Wekiva Park Road to Orange Boulevard (Wekiva Parkway Section 7A)						
FIN #	240200-2					
CONTRACT #	T5626					
Design Build						
PROJECT DESCRIPTION: This project includes 3.53 miles of limited access toll road largely along the existing State Road 46 corridor from a half mile east of Wekiva Park Road to Orange Boulevard. The project also includes design of a non-tolled road for local travel.						
					TIME	COST
CONTRACTOR:	Astaldi Construction Corp.	LET DATE:	12/06/2017	ORIGINAL:	1,454	\$108,299,973.17
FED. AID #:	3141042P	NTP:	3/02/2017	CURRENT:	1,484	\$108,299,973.17
FUND TYPE	Design Build	TIME BEGAN:	4/2/2018	ELAPSED:	172	\$15,384,531.29
		WORK BEGAN:	4/2/2018	% ORIGINAL:	11.83%	14.21%
		EST. COMPLETION:	Summer 2022	% TO DATE:	11.59%	14.21%
CONTACT			PHONE		EMAIL	
CEI PROJECT ADMINISTRATOR		David Bowden	O: 386-333-9537 C: 407-873-1905		dbowden@go-IEI.com	
FDOT PROJECT MANAGER:		Jeff Oakes	O: 407-482-7835 C: 407-832-1354		jeff.oakes@dot.state.fl.us	
CONTRACTOR'S PROJECT MANAGER:		Allan Fadullon	C: 954-594-5848		a.fadullon@astaldi.com	