



**DATE:** Wednesday, February 10, 2021

**TIME:** 9:00 a.m.

**Wireless access available**

Network = MpoBoardRoom

Password = mpoaccess

**LOCATION:** MetroPlan Orlando  
250 S. Orange Ave, Suite 200  
Orlando, Florida 32801

**Parking Garage:** 25 W. South Street

**PUBLIC ACCESS:** To join the meeting from your computer, tablet or smartphone, please use this link:

<https://us02web.zoom.us/j/83734023324?pwd=NUt1Qm4vbFNhQ2QvYjRwTHFvY1hOUT09>

Passcode: 133062

To dial in, please see the calendar item for this meeting:

[MetroPlan Orlando Board Hybrid Meeting](#)

***In Person:** The MetroPlan Orlando offices, in response to the COVID-19 pandemic, are following guidelines for group gatherings by limiting access for the board meeting to maintain safe social distancing. Members of the public may access this meeting virtually and participate via the Zoom link above, or by dialing in. A limited number of the public may attend in person space permitting. We strongly encourage virtual participation in order to provide the safest meeting environment for board members, staff and the public. Masks are required and temperature checks will be conducted upon entrance. The agenda packet is available at MetroPlanOrlando.org in the Calendar section. New to Zoom? You can get the app ahead of time and be ready for the meeting. Visit Zoom.com. **For technical support during the meeting, use the Raise Hand function (located in the Participants tab) to be contacted by a meeting moderator.***

MetroPlan Orlando offers tips for virtual meeting participation on our website. Tip sheets include:

- [How to get technically set up for the virtual meeting](#)
- [How meeting roles and public participation happen virtually](#)
- [Steps and options for making a public comment at a virtual meeting](#)

*This information can be accessed at: [MetroPlanOrlando.org/Virtualmeetings](https://metroplanorlando.org/Virtualmeetings)*

Thank you for silencing your cell phones during the meeting and for those of you attending virtually for keeping microphones muted unless you are recognized to speak.

- |      |  |                    |
|------|--|--------------------|
| I.   | CALL TO ORDER AND PLEDGE OF ALLEGIANCE (Boardroom) | Chairwoman Janer   |
| II.  | CHAIR'S ANNOUNCEMENTS                              | Chairwoman Janer   |
| III. | EXECUTIVE DIRECTOR'S ANNOUNCEMENTS                 | Mr. Gary Huttman   |
| IV.  | ROLL CALL AND CONFIRMATION OF QUORUM               | Ms. Cathy Goldfarb |
| V.   | AGENDA REVIEW                                      | Mr. Gary Huttman   |

VI. COMMITTEE REPORTS

|  |                     |
|--|---------------------|
| Municipal Advisory Committee                             | Mayor Dale McDonald |
| Community Advisory Committee                             | Ms. Sarah Elbadri   |
| Technical Advisory Committee                             | Mr. Nabil Muhaisen  |
| Transportation Systems Management & Operations Committee | Mr. Doug Jamison    |

VII. PUBLIC COMMENTS ON ACTION ITEMS

Public comments relating to **Action Items** may be submitted in advance of the meeting, by email to [Comment@MetroPlanOrlando.org](mailto:Comment@MetroPlanOrlando.org). Emailed comments will be read into the record by a meeting moderator. Public comments may be submitted prior to the meeting by dialing 407-906-2347 to leave a voice message. Voice messages will be summarized and read into the record by the meeting moderator.

Anyone wishing to speak during the hybrid meeting should complete an [electronic speaker card](#). The Chairperson will first recognize online attendees. When called upon, speakers should use the Raise Hand feature on the Zoom platform, and you will then be invited to unmute your microphone to speak. Each speaker should state his/her name and address for the record and is limited to two minutes. In-person speakers will be called next. Again, each speaker is limited to two minutes. People wishing to speak on other items will be acknowledged in the same way, under Agenda Item XII.

VIII. CONSENT AGENDA (Tab 1)

- A. Approval of Minutes from December 9, 2020 Board meeting
- B. Approval of Financial Report for November & December 2020
- C. Ratification of Emergency Budget Amendment #4
- D. Approval of Budget Amendment #5

- E. Approval of MetroPlan Orlando Board Committee Appointments
- F. Approval of two-year contract extension with Mateer & Harbert
- G. Approval of FDOT Joint Certification Report

IX. OTHER ACTION ITEMS

- A. FDOT Amendment to FY 2020/21 - 2024/25 TIP (Roll Call Vote) (Tab 2)  
Mr. Keith Caskey- MetroPlan Orlando Staff
- B. Approval to Support Performance Measures & Targets (Tab 3)  
Mr. Nick Lepp-MetroPlan Orlando Staff
- C. Approval of Regional TSMO Program (Tab 4)  
Mr. Eric Hill – MetroPlan Orlando Staff
- D. Approval of Legislative Priorities for 2021 (Tab 5)  
Ms. Virginia Whittington – MetroPlan Orlando Staff

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

- A. Executive Director's Report page
- B. FDOT Monthly Construction Status Report
- C. MetroPlan Orlando Mobility Profile
- D. CFX SR 414 Extension Fact Sheet
- E. Orlando Urban Interchange Public Hearing
- F. Letter of Support for additional Transit Funding-NARC
- G. FDOT Macroeconomic Analysis
- H. FDOT Revenue Estimating Conference Executive Summary
- I. FDOT D5 Amendments to Executive Office of the Governor
- J. COVID-19 Emergency Relief Package – NARC Topline Summary of New Agreement

**K. Featured Research and Articles:**

Bloomberg: The Swift Disruptive Rise of Slow Streets

STREETSBLOG USA: USDOT Needs an Active Transportation Administration

**XI. OTHER BUSINESS/PRESENTATIONS**

**A. FDOT D5 Work Program**

Ms. Katherine Alexander, FDOT

**B. FDOT FTE Work Program**

Mr. Sjaosi Fine, FTE

**XII. PUBLIC COMMENTS (GENERAL)**

Comments from the public, of a general nature, will be heard during this comment period. Public comments submitted in advance of the meeting, by email to [Comment@MetroPlanOrlando.org](mailto:Comment@MetroPlanOrlando.org) or phone to 407-906-2347, will be read into the record by a meeting moderator. People wishing to speak during the hybrid meeting should complete an [electronic speaker card](#). The Chairperson will first recognize online attendees. When called upon, speakers should use the Raise Hand feature on the Zoom platform, and you will then be invited to unmute your microphone to speak. Each speaker should state his/her name and address for the record and is limited to two minutes. In-person speakers will be called next. Again, each speaker will have two minutes to speak.

**XIII. NEXT MEETING: Wednesday, March 10, 2021**

**XIV. ADJOURNMENT**

*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](mailto: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](mailto:info@metroplanorlando.org) por lo menos tres días antes del evento.*

*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, December 9, 2020  
**TIME:** 9:00 a.m.  
**LOCATION:** MetroPlan Orlando – Hybrid Virtual  
Park Building  
250 S. Orange Ave, Suite 200  
Orlando, FL 32801

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**Commissioner Bob Dallari, Board Chairman, Presided**

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#### **Members**

Hon. Brandon Arrington, Central Florida Expressway Authority  
Hon. Pat Bates, City of Altamonte Springs  
Hon. Bob Dallari, Seminole County  
Hon. Jerry L. Demings, Orange County  
Hon. Buddy Dyer, City of Orlando  
Mr. M. Carson Good, GOAA  
Hon. Viviana Janer, LYNX/Central Florida Commuter Rail Commission  
Hon. Cheryl L. Grieb, Osceola County  
Hon. Dale McDonald, Municipal Advisory Committee  
Hon. Bryan Nelson, City of Apopka  
Hon. Victoria Siplin, Orange County  
Mr. Stephen Smith, Sanford Airport Authority  
Hon. Mayra Uribe, Orange County  
Hhon. Maribel Gomez Cordero for Hon. Betsy VanderLey, Orange County  
Hon. Art Woodruff, City of Sanford  
Hon. Jay Zembower, Seminole County

**Advisors in Attendance:**

Mr. Alex Laffey, Transportation Systems Management & Operations Committee  
Mr. Nabil Muhaisen, Technical Advisory Committee  
Ms. Sarah Elbadri, Community Advisory Committee

**Members/Advisors not in Attendance:**

Hon. Emily Bonilla, Orange County  
Hon. Jim Fisher, City of Kissimmee  
Mr. Thomas Kapp, Kissimmee Gateway Airport  
Hon. Christine Moore, Orange County  
Hon. Tony Ortiz, City of Orlando  
FDOT Secretary Jared Perdue, District 5

**Staff in Attendance :**

Mr. Jay Small, Mateer & Harbert  
Mr. Gary Huttman  
Mr. Jason Loschiavo  
Mr. Keith Caskey  
Mr. Nick Lepp  
Mr. Eric Hill  
Mr. Joe Davenport  
Ms. Lisa Smith  
Ms. Cathy Goldfarb  
Ms. Mary Ann Horne  
Ms. Sally Morris  
Mr. Alex Trauger  
Ms. Virginia Whittington  
Mr. Mighk Wilson  
Ms. Leilani Vaiaoga  
Ms. Lara Bouck  
Mr. Mighk Wilsom  
Ms. Sarah Larsen  
Ms. Jasmine Blais

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Commissioner Bob Dallari called the meeting to order at 9:00 a.m. and welcomed everyone. Mayor Dale McDonald led the Pledge of Allegiance.

**II. CHAIRMAN'S ANNOUNCEMENTS**

Chairman Dallari reviewed the virtual meeting procedures, including public comments. He officially welcomed Mayor Art Woodruff, City of Sanford. Chairman Dallari noted that additional new board member appointments are anticipated.

### **III. EXECUTIVE DIRECTOR'S ANNOUNCEMENTS**

Mr. Gary Huttman thanked board members for helping to ensure a quorum for the hybrid meeting. He reviewed the virtual procedures. He recognized alternates: Commissioner Gomez Cordero attending for Orange County and Mr. Alex Laffey attending for Mr. Doug Jamison. Mr. Huttman reported on the legislative action on an Omnibus Appropriations bill. He called attention to his attendance at a NARC event and meeting with FDOT leadership. In addition, he noted the MPOAC Institute will be held in March and April in an online format. Mr. Huttman reported that an Executive Committee meeting to discuss 2021 legislative positions, was scheduled immediately following the board meeting. He congratulated Ms. Virginia Whittington, the 2020 recipient of the WTS Harold W. Barley award for advancing the regional transportation network.

### **IV. CONFIRMATION OF QUORUM**

Ms. Virginia Whittington conducted the roll call and confirmed a quorum of 16 voting members present.

### **V. AGENDA REVIEW**

Mr. Huttman reported there were no changes to the agenda, and they were ready to move forward.

### **VI. COMMITTEE REPORTS**

Mayor Dale McDonald Reported that The Municipal Advisory Committee met December 3rd, in a virtual workshop format. Items presented for review and discussion included November meeting minutes, An FDOT request to amend the FY 2020/21 - 2024/25 TIP and the 2045 Metropolitan Transportation Plan (MTP) Cost Feasible Plan and unfunded needs. Mac members, he noted, didn't have any other presentations scheduled. The next meeting is scheduled on February 4, 2021.

Ms. Sarah Elbadri reported that Community Advisory Committee members met on December 4, 2020 and heard a final update on the 2045 MTP cost-feasible plan and MTP public participation. CAC members expressed support for the plan, while acknowledging that many areas of transportation technology are moving so quickly that the plan will continue to need significant updates in the years ahead. Committee members engaged in discussion with staff on several topics related to the plan. These included: the need for transit funding, how technology advances will affect future plan updates, changes in the roles of Connected and Automated Vehicles, diminishing gas tax receipts, transportation equity and accessibility, and how changes in work and living habits brought on by the pandemic may affect future needs. Ms. Elbadri called attention to two important issues CAC members discussed which included shifting funding from road projects to transit and although technology is advancing attention needs to be paid to transportation costs for the cost burdened.

Mr. Nabil Muhaisen reported that the TAC met on December 4<sup>th</sup>.and reviewed and discussed: the amendments to the TIP requested by FDOT under agenda item IX-A and the 2045 MTP Cost Feasible Plan.

Mr. Alex Laffey reported that the TSMO Committee met on December 4, 2020. Based on direction from the Board at the September meeting, this meeting was held as a virtual workshop. TSMO members reviewed and discussed the October 23, 2020, TSMO Meeting Minutes; FDOT's request that the FY 2020/21 - 2024/25 TIP be amended and MetroPlan Orlando's update of the 2045 Metropolitan Transportation Plan (MTP) Cost Feasible Plan and unfunded needs. In addition, TSMO members also reviewed and discussed the appointment of a Workforce Development Task Force to address some of the technical skills and human resource needs in the local transportation industry and engage technical institutions and high schools on careers in transportation.

## **VII. PUBLIC COMMENTS ON ACTION ITEMS**

Mr. David Thomas Moran, Central Floridians for Public Transit, commented that the 2045 MTP was not a new vision and more needed to be done to make transit more accessible. Additionally, transit funding needed to be brought up to a true 19% allocation. Mr. Moran questioned why toll road revenues remained separate.

Ms. Theo Webster, League of Women Voters, commented that their transportation report card gave the Central Florida area a grade of "D" and more needed to be done to remedy shortfalls. She noted that the LRTP process needed to be more transparent and flexible and a dedicated funding source was needed.

## **VIII. CONSENT AGENDA**

**A. Approval of Minutes from November 18, 2020 Board meeting**

**B. Approval of Financial Report for October 2020**

**C. Approval of Resolution 20-18 to conduct virtual Advisory Committee workshops through June 30 if needed**

**D. Authorization for Board and Committee Member Travel in 2021**

**E. Approval of NARC Travel in 2021 for Commission**

**F. Approval of contribution to the UCF Foundation for the Urban & Regional Planning Program's Distinguished Lecture Series**

**MOTION:** Commissioner Viviana Janer moved approval of Consent Agenda, Action Items A-F. Commissioner Mayra Uribe seconded the motion, which passed unanimously.

## IX. OTHER ACTION ITEMS

### A. FDOT Amendment to FY 2020/21 - 2024/25 TIP

FDOT requested that the FY 2020/21 - 2024/25 TIP be amended to include a pedestrian lighting project, a traffic signal project, a LYNX project and a traffic operations project in downtown Orlando. Mr. Keith Caskey, MetroPlan Orlando staff, presented an overview of the amendment request. A letter from FDOT explaining the amendment request was provided, along with a fact sheet prepared by MetroPlan Orlando staff and the draft resolution.

**MOTION:** Mayor Dale McDonald moved approval of the amendment to the FY 2020/21 - 2024/25 TIP. Mayor Art Woodruff seconded the motion, which passed unanimously. (Roll Call Vote conducted)

### B. Final Presentation & Approval of the 2045 MTP

MetroPlan Orlando staff requested approval of the 2045 Metropolitan Transportation Plan (MTP) Cost Feasible Plan and unfunded needs. Cynthia Lambert and Mr. Alex Trauger, MetroPlan Orlando staff, reviewed public comments on the MTP and changes that have been made to the Cost Feasible Plan since the preview was given at the October/November committee and Board meetings. The MTP Cost Feasible Plan was accessible at:

[https://metroplanorlando.org/wp-content/uploads/2045MTP\\_CostFeasiblePlan\\_ForAdoption\\_20201124.pdf](https://metroplanorlando.org/wp-content/uploads/2045MTP_CostFeasiblePlan_ForAdoption_20201124.pdf) and the official record of public comments was accessible at: <https://metroplanorlando.org/wp-content/uploads/Public-Comments-on-Draft-2045-Plan-OFFICIAL-RECORD.pdf>.

**MOTION:** Mayor Dale McDonald moved approval of the 2045 Metropolitan Transportation Plan. Commissioner Viviana Janer seconded the motion, which passed unanimously. (Roll Call Vote conducted)

### C. Election of Board Officers for 2021

Mr. Jay Small, General Counsel, reviewed the rules pertaining to Board Officers (Chairman, Vice-Chairman and Secretary-Treasurer) and conducted elections for the period January 1, 2021 – December 31, 2021. A copy of the history of past Chairs was provided.

#### Office of Chairman

Commissioner Cheryl Grieb nominated Commissioner Viviana Janer for the office of Chairman.

Commissioner Mayra Uribe seconded the motion. The motion passed unanimously.

**MOTION:** Commissioner Bob Dallari moved nominations cease, seconded by Mayor Dale McDonald. The motion passed unanimously.

**MOTION:** Commissioner Cheryl Grieb moved approval of Commissioner Viviana Janer for Chairwoman, seconded by Commissioner Mayra Uribe. The motion passed unanimously.

Commissioner Janer was declared Chairwoman by acclamation.

**Office of Vice Chairman**

Commissioner Viviana Janer nominated Commissioner Mayra Uribe for the office of Vice-Chairman. Oner Mayra Uribe

Commissioner Bob Dallariy seconded the motion. The motion passed unanimously.

**MOTION:** Mayor Buddy Dyer moved nominations cease, seconded by Mayor Dale McDonald. The motion passed unanimously.

**MOTION:** Commissioner Viviana Janer moved approval of Commissioner Mayra Uribe for Vice Chair, seconded by Commissioner Bob Dallari The motion passed unanimously

Commissioner Uribe was declared Vice-Chairwoman by acclamation.

**Office of Secretary, Treasurer**

Mr. Stephen Smith nominated Commissioner Dallari for the office of Secretary/Treasurer.

Commissioner Jay Zembower seconded the motion. The motion passed unanimously.

**MOTION:** Mayor Dale McDonald moved nominations cease, seconded by Mayor Buddy Dyer. The motion passed unanimously.

**MOTION:** Mr. Stephen Smith moved approval of Commissioner Bob Dallari for Secretary/Treasurer, seconded by Commissioner Jay Zembower The motion passed unanimously

Commissioner Dallari was declared Secretary/Treasurer by acclamation.

**X. INFORMATION ITEMS FOR ACKNOWLEDGEMENT**

**A. Executive Director's Report**

**B. FDOT Monthly Construction Status Report**

**C. FY 2019-2020 Federally Funded Projects**

**D. BEBR 2020 Population Estimates**

**E. Memorandum to the Board with highlights of the population estimates**

F. FDOT Work Program on line hearing January 11-15, 2021

G. FDOT Work Program Public Hearing – January 14 , 2021

H. Featured Research and Articles:

American Public Health Association, December 2020

[Climate change and health justice: New perspectives on pressing challenges](#)

T4America Blog: Driving Down Emissions, Transportation, land use & climate change

<https://t4america.org/2020/11/17/answers-to-your-questions-about-driving-down-emissions/?eType=EmailBlastContent&eld=a30cf1f4-5776-4e4a-b1c5-41a11547ac8d>

**MOTION:** Commissioner Viviana Janer moved approval of the information items for acknowledgement. Commissioner Mayra Uribe seconded the motion, which passed unanimously.

## XI. OTHER BUSINESS/PRESENTATIONS

### A. Status Update – BEEP

Ms. Racquel Asa and Ms. Jennifer Foote provided an update on the BEEP autonomous shuttle that currently in service in Lake Nona. Board members viewed a video on the shuttle service which has been running for a year. Ms. Foote noted that Florida has the largest fleet, and the company is building on that success. She added that BEEP works with local public transit.

## XII. PUBLIC COMMENTS (GENERAL)

None.

XIII. NEXT MEETING: Wednesday, February 10, 2021

#### XIV. ADJOURN BOARD MEETING

There being no further business, the meeting adjourned at 10:40 a.m. The meeting was transcribed by Ms. Cathy Goldfarb.

Approved this 10th day of February 2021.

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Commissioner Viviana Janer, Chairwoman

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Ms. Lisa Smith  
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 12/31/20**

**ASSETS**

|                              |    |              |
|------------------------------|----|--------------|
| Operating Cash in Bank       | \$ | 1,993,712.02 |
| Petty Cash                   | \$ | 125.00       |
| SBA Investment Account       | \$ | 1,121,123.05 |
| FL CLASS Investment Account  | \$ | 1,176,103.43 |
| Rent Deposit                 | \$ | 20,000.00    |
| Prepaid Expenses             | \$ | 10,607.39    |
| Accounts Receivable - Grants | \$ | 671,883.31   |
| Fixed Assets-Equipment       | \$ | 603,475.02   |
| Accumulated Depreciation     | \$ | (437,848.71) |

|                      |           |                     |
|----------------------|-----------|---------------------|
| <b>TOTAL ASSETS:</b> | <b>\$</b> | <b>5,159,180.51</b> |
|----------------------|-----------|---------------------|

**LIABILITIES**

|                        |    |            |
|------------------------|----|------------|
| Accrued Personal Leave | \$ | 376,943.81 |
|------------------------|----|------------|

|                           |           |                   |
|---------------------------|-----------|-------------------|
| <b>TOTAL LIABILITIES:</b> | <b>\$</b> | <b>376,943.81</b> |
|---------------------------|-----------|-------------------|

**EQUITY**

FUND BALANCE:

Nonspendable:

|               |    |              |
|---------------|----|--------------|
| Prepaid Items | \$ | 10,607.39    |
| Deposits      | \$ | 20,000.00    |
| Unassigned:   | \$ | 4,751,629.31 |

|                      |           |                     |
|----------------------|-----------|---------------------|
| <b>TOTAL EQUITY:</b> | <b>\$</b> | <b>4,782,236.70</b> |
|----------------------|-----------|---------------------|

|  |           |                     |
|--|-----------|---------------------|
| <b>TOTAL LIABILITIES &amp; EQUITY:</b> | <b>\$</b> | <b>5,159,180.51</b> |
|--|-----------|---------------------|

|                                  |    |   |
|----------------------------------|----|---|
| Net difference to be reconciled: | \$ | - |
|----------------------------------|----|---|

**METROPLAN ORLANDO**  
**AGENCYWIDE REVENUES & EXPENDITURES**  
For Period Ending 12/31/20

| REVENUES                    | Current                | Y-T-D                  | Budget                 | Variance<br>Un/(Ovr)   | % OF<br>BUDGET |
|-----------------------------|------------------------|------------------------|------------------------|------------------------|----------------|
| Federal Revenue             | \$ 447,622.54          | 1,841,930.28           | \$ 7,694,171.00        | 5,852,240.72           | 23.94%         |
| State Revenue               | \$ 47,481.54           | 106,346.66             | \$ 319,887.00          | 213,540.34             | 33.25%         |
| Local Revenue               | \$ 0.00                | 729,251.50             | \$ 1,239,185.00        | 509,933.50             | 58.85%         |
| Interest Income             | \$ 359.48              | 3,410.24               | \$ 60,000.00           | 56,589.76              | 5.68%          |
| Other                       | \$ 0.00                | 2,234.30               | \$ 12,500.00           | 10,265.70              | 17.87%         |
| Contributions               | \$ 0.00                | 25,000.00              | \$ 25,000.00           | -                      | 100.00%        |
| Cash Carryforward           | \$ 0.00                | 0.00                   | \$ 358,129.00          | 358,129.00             | 0.00%          |
| Local Match - Transfers In  | \$ 23,955.76           | 67,477.98              | \$ 217,601.00          | 150,123.02             | 31.01%         |
| <b>TOTAL REVENUES:</b>      | <b>\$ 519,419.32</b>   | <b>\$ 2,775,650.96</b> | <b>\$ 9,926,473.00</b> | <b>\$ 7,150,822.04</b> | <b>27.96%</b>  |
| <b>EXPENDITURES</b>         |                        |                        |                        |                        |                |
| Salaries                    | \$ 138,849.85          | 818,152.74             | \$ 1,822,218.00        | 1,004,065.26           | 44.90%         |
| Fringe Benefits             | \$ 47,667.18           | 280,871.86             | \$ 602,422.00          | 321,550.14             | 46.62%         |
| Local Match - Transfers Out | \$ 23,955.76           | 67,477.98              | \$ 217,601.00          | 150,123.02             | 31.01%         |
| Audit Fees                  | \$ 0.00                | 27,500.00              | \$ 41,500.00           | 14,000.00              | 66.27%         |
| Computer Operations         | \$ 7,025.28            | 37,039.10              | \$ 99,636.00           | 62,596.90              | 37.17%         |
| Dues & Memberships          | \$ 970.00              | 10,432.51              | \$ 20,579.00           | 10,146.49              | 50.69%         |
| Equipment & Furniture       | \$ 146,017.72          | 152,233.22             | \$ 242,000.00          | 89,766.78              | 62.91%         |
| Graphic Printing/Binding    | \$ 0.00                | 308.04                 | \$ 25,920.00           | 25,611.96              | 1.19%          |
| Insurance                   | \$ 2,272.08            | 10,833.77              | \$ 29,023.00           | 18,189.23              | 37.33%         |
| Legal Fees                  | \$ 1,219.00            | 9,884.50               | \$ 50,000.00           | 40,115.50              | 19.77%         |
| Office Supplies             | \$ 1,294.01            | 3,363.79               | \$ 37,500.00           | 34,136.21              | 8.97%          |
| Postage                     | \$ 145.45              | 1,550.45               | \$ 3,300.00            | 1,749.55               | 46.98%         |
| Books, Subscrips/Pubs       | \$ 223.20              | 5,943.72               | \$ 8,716.00            | 2,772.28               | 68.19%         |
| Exec. Dir 457 Def. Comp.    | \$ 1,307.70            | 8,115.40               | \$ 18,000.00           | 9,884.60               | 45.09%         |
| Rent                        | \$ 28,755.54           | 157,894.84             | \$ 243,269.00          | 85,374.16              | 64.91%         |
| Equipment Rent/Maint.       | \$ 785.00              | 3,714.78               | \$ 18,779.00           | 15,064.22              | 19.78%         |
| Seminar & Conf. Regist.     | \$ 20.00               | 2,431.06               | \$ 41,640.00           | 39,208.94              | 5.84%          |
| Telephone                   | \$ 495.94              | 2,401.13               | \$ 9,250.00            | 6,848.87               | 25.96%         |
| Travel                      | \$ 213.92              | 1,418.57               | \$ 100,792.00          | 99,373.43              | 1.41%          |
| Small Tools/Office Mach.    | \$ 0.00                | 1,840.41               | \$ 1,200.00            | (640.41)               | 153.37%        |
| HSA/FSA Annual Contrib.     | \$ 0.00                | 0.00                   | \$ 12,500.00           | 12,500.00              | 0.00%          |
| Computer Software           | \$ 0.00                | 0.00                   | \$ 5,000.00            | 5,000.00               | 0.00%          |
| Contingency                 | \$ 0.00                | 0.00                   | \$ 15,831.00           | 15,831.00              | 0.00%          |
| Contractual/Temp Svcs.      | \$ 232.00              | 1,392.00               | \$ 3,530.00            | 2,138.00               | 39.43%         |
| Interest Expense            | \$ 0.00                | 0.00                   | \$ 72,283.00           | 72,283.00              | 0.00%          |
| Pass-Thru Expenses          | \$ 215,087.18          | 215,087.18             | \$ 1,353,531.00        | 1,138,443.82           | 15.89%         |
| Consultants                 | \$ 144,199.44          | 695,246.89             | \$ 4,686,858.00        | 3,991,611.11           | 14.83%         |
| Repair & Maintenance        | \$ 338.95              | 338.95                 | \$ 1,800.00            | 1,461.05               | 18.83%         |
| Advertising/Public Notice   | \$ 150.94              | 3,038.78               | \$ 11,855.00           | 8,816.22               | 25.63%         |
| Other Misc. Expense         | \$ 191.30              | 1,692.77               | \$ 14,690.00           | 12,997.23              | 11.52%         |
| Contributions               | \$ 0.00                | 100,237.23             | \$ 100,950.00          | 712.77                 | 99.29%         |
| Educational Reimb.          | \$ 0.00                | 0.00                   | \$ 1,800.00            | 1,800.00               | 0.00%          |
| Comm. Rels. Sponsors        | \$ 5,000.00            | 5,000.00               | \$ 12,500.00           | 7,500.00               | 40.00%         |
| Indirect Expense Carryfwd.  | \$ 0.00                | 0.00                   | \$ 0.00                | -                      | 0.00%          |
| <b>TOTAL EXPENDITURES:</b>  | <b>\$ 766,417.44</b>   | <b>\$ 2,625,441.67</b> | <b>\$ 9,926,473.00</b> | <b>\$ 7,301,031.33</b> | <b>26.45%</b>  |
| <b>AGENCY BALANCE:</b>      | <b>\$ (246,998.12)</b> | <b>\$ 150,209.29</b>   |                        |                        |                |



## **Board Action Fact Sheet**

**Meeting Date:** February 10, 2021

**Agenda Item:** VIII.C. (Tab 1)

**Roll Call Vote:** No

**Action Requested:** Ratification of FY'21 Emergency Budget Amendment #4

**Reason:** To ratify the budget amendment which was approved by the Board Chairwoman on December 21.

**Summary/Key Information:** Due to the financial constraints experienced by FDOT from COVID-19, FDOT has looked at ways to reduce their expenditures during Fiscal Year 2021 and beyond. One of the impacts of this is the State and Local match requirements of the FTA 5305(d) grant. FDOT will be using toll credits as a soft match for this grant instead of hard dollars. This has resulted in a 20% reduction in FTA funds for FY'21 to MetroPlan Orlando.

This amendment was done in an emergency fashion to expedite the funding authorization of the FTA 5305(d) grant. FTA grants normally begin in October of each year. This grant was held up by FDOT while they determined their course of action. Waiting for the next scheduled board meeting would have postponed the funding allocation even further.

**MetroPlan Budget Impact:** \$121,638 reduction of State matching funds

**Local Funding Impact:** \$121,638 reallocation of local funds as a match to the FTA 5305(d) grant to local fund activities

**Committee Action:**

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

**Staff Recommendation:** Recommends approval

**Supporting Information:** The budget amendment document and updated agencywide budget are available under tab 1.

## FINANCE USE ONLY:

Approved Bd Mtg:  
Agenda Item #:

Entered:

B E No. :

FDOT No. :

FY 2020

4A4

## REQUEST FOR UPWP BUDGET AMENDMENT

DATE: 12/18/2020

(WHOLE DOLLARS ONLY)

| PROJECT   | ELEMENT | CODE  | DESCRIPTION              | AMOUNT       |              |
|-----------|---------|-------|--------------------------|--------------|--------------|
|           |         |       |                          | REVENUES     | EXPENDITURES |
| 36021     | --      | 41000 | State Revenue            | (121,638)    |              |
| 36021     | --      | 49800 | Local Match Transfer In  | (121,638)    |              |
| 36021     | 621100  | 50000 | Salaries                 |              | (81,555)     |
| 36021     | 621100  | 50500 | Fringe Benefits          |              | (27,459)     |
| 36021     | 621100  | 59700 | Indirect Costs           |              | (20,404)     |
| 36021     | 621100  | 63000 | Consultants              |              | (34,858)     |
| 36021     | 621350  | 62900 | Pass-Thru Expenses       |              | (79,000)     |
| 37021     | 721100  | 50000 | Salaries                 |              | 81,555       |
| 37021     | 721100  | 50500 | Fringe Benefits          |              | 27,459       |
| 37021     | 721100  | 59700 | Indirect Costs           |              | 20,404       |
| 37021     | 721100  | 59800 | Local Match Transfer Out |              | (121,638)    |
| 37021     | 721100  | 61900 | Travel Expenses          |              | (7,780)      |
| TOTAL: \$ |         |       |                          | (243,276.00) | (243,276.00) |

## REASON(S):

To remove FTA match (FDOT will be using toll credits as soft match)

Finance Director's Signature:

\_\_\_\_\_  
Jason S. Loschiavo

Executive Director's Signature:

\_\_\_\_\_  
Gary D. Huttman

MetroPlan Orlando Board Chairman

\_\_\_\_\_  
Commissioner Viviana Janer

REMARKS: \_\_\_\_\_

**METROPLAN ORLANDO**  
**AGENCYWIDE REVENUE AND EXPENDITURE LINE ITEM BUDGET**  
**FY 2020/2021**

**REVENUES**

| <b>ACCOUNT</b> |   | BE4                 |
|----------------|---|---------------------|
| <b>CODE</b>    | <b>DESCRIPTION</b>                                | <b>FY 2021</b>      |
| 40000          | <b>FEDERAL REVENUES</b>                           |                     |
|                | FHWA PL Planning Funds                            | 2498737             |
|                | NEW FTA Sec 5305d Planning Funds X015             | 973106              |
|                | Carryfwd from FTA X014                            | 531577              |
|                | Carryfwd from FTA X013                            | 236129              |
|                | SU (NEW) TSR & TSMO Position                      | 3160130             |
|                | STIC Grant FHWA                                   | \$ 100,000          |
|                | DOT - CPED Grant                                  | \$ 294,492          |
|                | <b>TOTAL FEDERAL REVENUES</b>                     | <b>\$ 7,794,171</b> |
| 41000          | <b>STATE REVENUES</b>                             |                     |
|                | NEW FTA Sec 5305d Planning Funds X015             | 0                   |
|                | Carryfwd from FTA X014                            | 66447               |
|                | Carryfwd from FTA X013                            | 29516               |
|                | Transportation Disadvantaged Planning Funds NEW   | 102286              |
|                | <b>TOTAL STATE REVENUES</b>                       | <b>\$ 198,249</b>   |
|                | <b>LOCAL REVENUES</b>                             |                     |
| 42900          | Orange Co. Assessment                             | \$ 520,938          |
| 43000          | Osceola Co. Assessment                            | \$ 147,876          |
| 43100          | Seminole Co. Assessment                           | \$ 183,087          |
| 43200          | Altamonte Springs Assessment                      | \$ 22,647           |
| 43300          | Kissimmee Assessment                              | \$ 37,400           |
| 43400          | Orlando Assessment                                | \$ 145,900          |
| 43500          | Sanford Assessment                                | \$ 30,135           |
| 44300          | Apopka Assessment                                 | \$ 26,202           |
| 43700          | CFX   | \$ 25,000           |
| 43800          | Sanford Airport Authority                         | \$ 25,000           |
| 43900          | GOAA  | \$ 25,000           |
| 44000          | LYNX  | \$ 25,000           |
| 44100          | Belle Isle  | \$ 519              |
| 44110          | Eatonville  | \$ 165              |
| 44120          | Edgewood  | \$ 191              |
| 44130          | Maitland  | \$ 1,487            |
| 44140          | Oakland   | \$ 237              |
| 44150          | Ocoee   | \$ 3,354            |
| 44160          | Windermere  | \$ 209              |
| 44170          | Winter Garden                                     | \$ 3,330            |
| 44180          | Winter Park                                       | \$ 2,131            |
| 44190          | St. Cloud   | \$ 3,374            |
| 44200          | Casselberry                                       | \$ 2,117            |
| 44210          | Lake Mary   | \$ 1,230            |
| 44220          | Longwood  | \$ 1,115            |
| 44230          | Oviedo  | \$ 2,821            |
| 44240          | Winter Springs                                    | \$ 2,720            |
|                | <b>TOTAL LOCAL ASSESSMENTS</b>                    | <b>\$ 1,239,185</b> |
|                | <b>OTHER REVENUES</b>                             |                     |
| 45000          | Interest Income                                   | 60000               |
| 47000          | Reimbursement of Claims & Expenses                | 12500               |
| 48900          | Other Grant/Contribution Income (MPO Alliance)    | 25000               |
| 49700          | Cash Carryforward                                 | 383129              |
|                | <b>TOTAL LOCAL REVENUES (ASSESSMENTS + OTHER)</b> | <b>\$ 1,719,814</b> |

**METROPLAN ORLANDO**  
**AGENCYWIDE REVENUE AND EXPENDITURE LINE ITEM BUDGET**  
**FY 2020/2021**

|                          |  |    |                  |
|--------------------------|--|----|------------------|
| 49800                    | Local Match Transfer Out for New FTA X015      | \$ | -                |
| 49800                    | Local Match Transfer Out for Rollover FTA X014 | \$ | 66,447           |
| 49800                    | Local Match Transfer Out for Rollover FTA X013 | \$ | 29,516           |
| <b>TOTAL LOCAL MATCH</b> |  | \$ | 95,963           |
| <b>TOTAL REVENUES:</b>   |  | \$ | <b>9,808,197</b> |

**EXPENDITURES**

**ACCOUNT**

| <b>CODE</b>                | <b>DESCRIPTION</b>               |                  |
|----------------------------|----------------------------------|------------------|
| 50000                      | Salaries, Leave & Car Allow.     | 1,822,218        |
| 50600                      | Fringe - FICA Employer           | 126,099          |
| 50700                      | Fringe - Unemployment Ins        | 10,000           |
| 50800                      | Fringe - Health Insurance Emplr. | 270,861          |
| 50900                      | Fringe - Dental Insurance Emplr. | 5,699            |
| 51000                      | Fringe - Life Insurance Emplr.   | 1,282            |
| 51100                      | Fringe - Long-Term Disability    | 2,331            |
| 51200                      | Fringe - Workers Comp Ins.       | 4,000            |
| 51300                      | Fringe Pension Fund ICMA 401     | 180,722          |
| 51500                      | Fringe - VisionCare Insurance    | 1,428            |
| 51600                      | Fringe - Short-Term Disability   | 0                |
| 51700                      | Fringe - Grant Carry Forward     | 0                |
| 59800                      | Local Match Transfer Out         | 95,963           |
| 60400                      | Audit Fees                       | 41,500           |
| 60500                      | I-Computer Operations            | 99,636           |
| 60600                      | Dues and Memberships             | 20,579           |
| 60700                      | Equipment                        | 242,000          |
| 60800                      | Graphic Printing & Binding       | 25,920           |
| 60900                      | Insurance                        | 29,023           |
| 61000                      | Legal Fees                       | 50,000           |
| 61100                      | Office Supplies                  | 37,500           |
| 61200                      | Postage                          | 3,300            |
| 61300                      | Books, Subscrips & Pubs          | 8,716            |
| 61400                      | Deferred Comp 457 Ex Dir         | 18,000           |
| 61500                      | I- Rent                          | 243,269          |
| 61600                      | I-Equipment Rent & Maintenance   | 18,779           |
| 61700                      | Seminars & Conf. Registration    | 41,640           |
| 61800                      | I - Telephone                    | 9,250            |
| 61900                      | Travel Expenses                  | 93,012           |
| 62000                      | Small Tools/Office Machinery     | 1,200            |
| 62100                      | HSA Employer Contribution        | 12,500           |
| 62200                      | Computer Software                | 5,000            |
| 62500                      | Contingency                      | 15,831           |
| 62600                      | Contractual/Temporary Services   | 3,530            |
| 62700                      | Interest Expense                 | 72,283           |
| 62900                      | Pass-Through Expenses            | 1,274,531        |
| 63000                      | Consultants                      | 4,777,000        |
| 63100                      | Repair & Maintenance             | 1,800            |
| 63400                      | Advertising/Public Notice        | 11,855           |
| 64100                      | Other Miscellaneous Expense      | 6,690            |
| 64300                      | Awards & Promotional Expense     | 8,000            |
| 64400                      | Contributions                    | 100,950          |
| 64500                      | Educational Reimbursement        | 1,800            |
| 64600                      | Comm. Relations Sponsorships     | 12,500           |
| 64700                      | Grant Carry Forward - Indirect   | 0                |
| <b>TOTAL EXPENDITURES:</b> |                                  | <b>9,808,197</b> |



## **Board Action Fact Sheet**

**Meeting Date:** February 10, 2021

**Agenda Item:** VIII.D. (Tab 1)

**Roll Call Vote:** No

**Action Requested:** Approval of FY'21 Budget Amendment #5

**Reason:** This budget amendment will reallocate PL and SU funds for consultant services projects and reallocate local funding for a new staff planner position.

**Summary/Key Information:** This reallocation does not change the total budget. Funds for consultant services will be moved to UPWP tasks that better align with the approved project types.

**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 budget amendment document and updated agencywide budget are available under tab 1.

## FINANCE USE ONLY:

Approved Bd Mtg:  
Agenda Item #:

Entered:

B E No. :  
FDOT No. :

FY 2020

5  
M5

## REQUEST FOR UPWP BUDGET AMENDMENT

DATE: 1/27/2021

(WHOLE DOLLARS ONLY)

| <u>PROJECT</u> | <u>ELEMENT</u> | <u>CODE</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u>   |                     |
|----------------|----------------|-------------|--------------------|-----------------|---------------------|
|                |                |             |                    | <u>REVENUES</u> | <u>EXPENDITURES</u> |
| 34321          | 321130         | 63000       | Consultants        |                 | (91,095)            |
| 34321          | 321340         | 63000       | Consultants        |                 | 91,095              |
| 38021          | 821130         | 63000       | Consultants        |                 | (160,000)           |
| 38021          | 821300         | 63000       | Consultants        |                 | 226,000             |
| 38021          | 821320         | 63000       | Consultants        |                 | (44,000)            |
| 38021          | 821330         | 63000       | Consultants        |                 | (88,000)            |
| 38021          | 821340         | 63000       | Consultants        |                 | 66,000              |
| 37021          | 721100         | 50000       | Salaries           |                 | 2,994               |
| 37021          | 721100         | 50500       | Fringe Benefits    |                 | 1,027               |
| 37021          | 721100         | 59700       | Indirect Costs     |                 | 776                 |
| 37021          | 721100         | 61900       | Travel             |                 | (45,723)            |
| 37021          | 721120         | 50000       | Salaries           |                 | 998                 |
| 37021          | 721120         | 50500       | Fringe Benefits    |                 | 342                 |
| 37021          | 721120         | 59700       | Indirect Costs     |                 | 259                 |
| 37021          | 721130         | 50000       | Salaries           |                 | 1,996               |
| 37021          | 721130         | 50500       | Fringe Benefits    |                 | 684                 |
| 37021          | 721130         | 59700       | Indirect Costs     |                 | 517                 |
| 37021          | 721300         | 50000       | Salaries           |                 | 1,996               |
| 37021          | 721300         | 50500       | Fringe Benefits    |                 | 684                 |
| 37021          | 721300         | 59700       | Indirect Costs     |                 | 517                 |
| 37021          | 721310         | 50000       | Salaries           |                 | 3,992               |
| 37021          | 721310         | 50500       | Fringe Benefits    |                 | 1,369               |
| 37021          | 721310         | 59700       | Indirect Costs     |                 | 1,035               |
| 37021          | 721320         | 50000       | Salaries           |                 | 1,996               |
| 37021          | 721320         | 50500       | Fringe Benefits    |                 | 684                 |
| 37021          | 721320         | 59700       | Indirect Costs     |                 | 517                 |
| 37021          | 721330         | 50000       | Salaries           |                 | 1,996               |
| 37021          | 721330         | 50500       | Fringe Benefits    |                 | 684                 |
| 37021          | 721330         | 59700       | Indirect Costs     |                 | 517                 |
| 37021          | 721340         | 50000       | Salaries           |                 | 12,574              |
| 37021          | 721340         | 50500       | Fringe Benefits    |                 | 4,311               |
| 37021          | 721340         | 59700       | Indirect Costs     |                 | 3,258               |

TOTAL: \$ 0.00 0.00

FINANCE USE ONLY:

Approved Bd Mtg:  
Agenda Item #:

Entered:

B E No. :  
FDOT No. :

FY 2020

5  
M5

REASON(S):

1) To reallocate PL and SU consultant funds; 2) To reallocate local funds for new staff position

Finance Director's Signature:

\_\_\_\_\_  
Jason S. Loschiavo

Executive Director's Signature:

\_\_\_\_\_  
Gary D. Huttman

REMARKS:

\_\_\_\_\_  
\_\_\_\_\_

Revised 10/24/16

**METROPLAN ORLANDO**  
**AGENCYWIDE REVENUE AND EXPENDITURE LINE ITEM BUDGET**  
**FY 2020/2021**

**REVENUES**

| <b>ACCOUNT</b> |   | <b>BE5</b>          |
|----------------|---|---------------------|
| <b>CODE</b>    | <b>DESCRIPTION</b>                                | <b>FY 2021</b>      |
| 40000          | <b>FEDERAL REVENUES</b>                           |                     |
|                | FHWA PL Planning Funds                            | 2498737             |
|                | NEW FTA Sec 5305d Planning Funds X015             | 973106              |
|                | Carryfwd from FTA X014                            | 531577              |
|                | Carryfwd from FTA X013                            | 236129              |
|                | SU (NEW) TSR & TSMO Position                      | 3160130             |
|                | STIC Grant FHWA                                   | \$ 100,000          |
|                | DOT - CPED Grant                                  | \$ 294,492          |
|                | <b>TOTAL FEDERAL REVENUES</b>                     | <b>\$ 7,794,171</b> |
| 41000          | <b>STATE REVENUES</b>                             |                     |
|                | NEW FTA Sec 5305d Planning Funds X015             | 0                   |
|                | Carryfwd from FTA X014                            | 66447               |
|                | Carryfwd from FTA X013                            | 29516               |
|                | Transportation Disadvantaged Planning Funds NEW   | 102286              |
|                | <b>TOTAL STATE REVENUES</b>                       | <b>\$ 198,249</b>   |
|                | <b>LOCAL REVENUES</b>                             |                     |
| 42900          | Orange Co. Assessment                             | \$ 520,938          |
| 43000          | Osceola Co. Assessment                            | \$ 147,876          |
| 43100          | Seminole Co. Assessment                           | \$ 183,087          |
| 43200          | Altamonte Springs Assessment                      | \$ 22,647           |
| 43300          | Kissimmee Assessment                              | \$ 37,400           |
| 43400          | Orlando Assessment                                | \$ 145,900          |
| 43500          | Sanford Assessment                                | \$ 30,135           |
| 44300          | Apopka Assessment                                 | \$ 26,202           |
| 43700          | CFX   | \$ 25,000           |
| 43800          | Sanford Airport Authority                         | \$ 25,000           |
| 43900          | GOAA  | \$ 25,000           |
| 44000          | LYNX  | \$ 25,000           |
| 44100          | Belle Isle  | \$ 519              |
| 44110          | Eatonville  | \$ 165              |
| 44120          | Edgewood  | \$ 191              |
| 44130          | Maitland  | \$ 1,487            |
| 44140          | Oakland   | \$ 237              |
| 44150          | Ocoee   | \$ 3,354            |
| 44160          | Windermere  | \$ 209              |
| 44170          | Winter Garden                                     | \$ 3,330            |
| 44180          | Winter Park                                       | \$ 2,131            |
| 44190          | St. Cloud   | \$ 3,374            |
| 44200          | Casselberry                                       | \$ 2,117            |
| 44210          | Lake Mary   | \$ 1,230            |
| 44220          | Longwood  | \$ 1,115            |
| 44230          | Oviedo  | \$ 2,821            |
| 44240          | Winter Springs                                    | \$ 2,720            |
|                | <b>TOTAL LOCAL ASSESSMENTS</b>                    | <b>\$ 1,239,185</b> |
|                | <b>OTHER REVENUES</b>                             |                     |
| 45000          | Interest Income                                   | 60000               |
| 47000          | Reimbursement of Claims & Expenses                | 12500               |
| 48900          | Other Grant/Contribution Income (MPO Alliance)    | 25000               |
| 49700          | Cash Carryforward                                 | 383129              |
|                | <b>TOTAL LOCAL REVENUES (ASSESSMENTS + OTHER)</b> | <b>\$ 1,719,814</b> |

**METROPLAN ORLANDO**  
**AGENCYWIDE REVENUE AND EXPENDITURE LINE ITEM BUDGET**  
**FY 2020/2021**

|                          |  |    |                  |
|--------------------------|--|----|------------------|
| 49800                    | Local Match Transfer Out for New FTA X015      | \$ | -                |
| 49800                    | Local Match Transfer Out for Rollover FTA X014 | \$ | 66,447           |
| 49800                    | Local Match Transfer Out for Rollover FTA X013 | \$ | 29,516           |
| <b>TOTAL LOCAL MATCH</b> |  | \$ | 95,963           |
| <b>TOTAL REVENUES:</b>   |  | \$ | <b>9,808,197</b> |

**EXPENDITURES**

**ACCOUNT**

| <b>CODE</b>                | <b>DESCRIPTION</b>               |                  |
|----------------------------|----------------------------------|------------------|
| 50000                      | Salaries, Leave & Car Allow.     | 1,850,760        |
| 50600                      | Fringe - FICA Employer           | 129,134          |
| 50700                      | Fringe - Unemployment Ins        | 10,000           |
| 50800                      | Fringe - Health Insurance Emplr. | 276,861          |
| 50900                      | Fringe - Dental Insurance Emplr. | 6,199            |
| 51000                      | Fringe - Life Insurance Emplr.   | 1,532            |
| 51100                      | Fringe - Long-Term Disability    | 2,331            |
| 51200                      | Fringe - Workers Comp Ins.       | 4,000            |
| 51300                      | Fringe Pension Fund ICMA 401     | 180,722          |
| 51500                      | Fringe - VisionCare Insurance    | 1,428            |
| 51600                      | Fringe - Short-Term Disability   | 0                |
| 51700                      | Fringe - Grant Carry Forward     | 0                |
| 59800                      | Local Match Transfer Out         | 95,963           |
| 60400                      | Audit Fees                       | 41,500           |
| 60500                      | I-Computer Operations            | 99,636           |
| 60600                      | Dues and Memberships             | 20,579           |
| 60700                      | Equipment                        | 242,000          |
| 60800                      | Graphic Printing & Binding       | 25,920           |
| 60900                      | Insurance                        | 29,023           |
| 61000                      | Legal Fees                       | 50,000           |
| 61100                      | Office Supplies                  | 37,500           |
| 61200                      | Postage                          | 3,300            |
| 61300                      | Books, Subscrips & Pubs          | 8,716            |
| 61400                      | Deferred Comp 457 Ex Dir         | 18,000           |
| 61500                      | I- Rent                          | 250,665          |
| 61600                      | I-Equipment Rent & Maintenance   | 18,779           |
| 61700                      | Seminars & Conf. Registration    | 41,640           |
| 61800                      | I - Telephone                    | 9,250            |
| 61900                      | Travel Expenses                  | 47,289           |
| 62000                      | Small Tools/Office Machinery     | 1,200            |
| 62100                      | HSA Employer Contribution        | 12,500           |
| 62200                      | Computer Software                | 5,000            |
| 62500                      | Contingency                      | 15,831           |
| 62600                      | Contractual/Temporary Services   | 3,530            |
| 62700                      | Interest Expense                 | 72,283           |
| 62900                      | Pass-Through Expenses            | 1,274,531        |
| 63000                      | Consultants                      | 4,777,000        |
| 63100                      | Repair & Maintenance             | 1,800            |
| 63400                      | Advertising/Public Notice        | 11,855           |
| 64100                      | Other Miscellaneous Expense      | 6,690            |
| 64300                      | Awards & Promotional Expense     | 8,000            |
| 64400                      | Contributions                    | 100,950          |
| 64500                      | Educational Reimbursement        | 1,800            |
| 64600                      | Comm. Relations Sponsorships     | 12,500           |
| 64700                      | Grant Carry Forward - Indirect   | 0                |
| <b>TOTAL EXPENDITURES:</b> |                                  | <b>9,808,197</b> |



## **Board Action Fact Sheet**

**Meeting Date:** February 10, 2021

**Agenda Item:** VIII.E. (Tab 1)

**Roll Call Vote:** No

**Action Requested:** Approval of Board Committee Appointments for 2021

**Reason:** Board Committee membership is updated annually with changes in Board membership and to comply with our Board-approved Internal Operating Procedures.

**Summary/Key Information:** MetroPlan Orlando's Internal Operating Procedures define the composition of the Executive Committee, the Personnel Committee, and the Finance Committee.

Board appointments to the Florida MPO Advisory Council, the Central Florida MPO Alliance, and the Transportation Disadvantaged Local Coordinating Board are governed by these entities' procedures that afford some flexibility to the MetroPlan Orlando Board in making appointments.

**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:** Roster of Proposed 2021 Board Committee Appointments



metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

**Proposed 2021 Board Committee Appointments**

**Executive Committee**

Commissioner Viviana Janer (C)  
Commissioner Mayra Uribe (VC)  
Commissioner Bob Dallari (S/T)  
Mayor Pat Bates  
Mayor Demings  
Mayor Dyer  
Commissioner Brandon Arrington

**Personnel Committee**

Commissioner Viviana Janer (C)  
Commissioner Mayra Uribe (VC)  
Commissioner Bob Dallari (S/T)  
Commissioner Brandon Arrington  
Commissioner Jay Zembower

**Finance Committee**

Commissioner Viviana Janer (C)  
Commissioner Mayra Uribe (VC)  
Commissioner Dallari (S/T)  
Commissioner Jay Zembower  
Commissioner Jim Fisher  
Mayor Bryan Nelson

**Other Appointments:**

**Florida MPO Advisory Council**

Primary Member: Commissioner Mayra Uribe  
Alternate Member: Commissioner Brandon Arrington

**Central Florida MPO Alliance**

**Designated Member**

Commissioner Jay Zembower  
Commissioner Christine Moore  
Commissioner Ricky Booth

**Alternate Member**

Commissioner Bob Dallari  
Commissioner Emily Bonilla  
Commissioner Viviana Janer

**Transportation Disadvantaged Local Coordinating Board**

Commissioner Mayra Uribe, Chairwoman  
Mayor Pat Bates  
Commissioner Jim Fisher

*C- Chairperson; VC- Vice-Chairperson; S/T- Secretary/Treasurer, IPC-Immediate Past Chairperson*



## **Board Action Fact Sheet**

**Meeting Date:** February 10, 2021

**Agenda Item:** VIII.F. (Tab 1)

**Roll Call Vote:** No

|                                 |  |
|---------------------------------|--|
| <b>Action Requested:</b>        | Approval to renew General Counsel Contract with Mateer & Harbert, P.A. for an additional two (2) years. There is no proposed change in the rates for the next two years.   |
| <b>Reason:</b>                  | The current contract is set to expire on March 18, 2021  |
| <b>Summary/Key Information:</b> | MetroPlan Orlando's contract with Mateer & Harbert, P.A. for general counsel services has a clause for renewal on a continuing basis measured by successive two (2) year renewal terms. The scope of services and billing rates may be adjusted by mutual agreement of the parties at the expiration of any renewal term. Counsel has requested an extension with no change in their contract hourly rates for the next two year renewal. The rate will continue be \$265 per hour for partners and associates; paralegals/clerks will be \$100 per hour. Staff requests authorization to exercise the option to renew the attorney services contract with Mateer & Harbert, P.A. for two years effective March 19, 2021, at the current hourly contract rate of \$265.00 per hour for an attorney who is a member of the Florida Bar and \$100.00 per hour for paralegals/clerks, effective with the renewal date. All other provisions of the engagement contract remain the same. |
| <b>MetroPlan Budget Impact:</b> | Minor increases to future MetroPlan Orlando operating budgets may be needed  |
| <b>Local Funding Impact:</b>    | None – Paid from MetroPlan Orlando operating budget  |
| <b>Committee Action:</b>        | CAC: N/A<br>TSMO: N/A<br>TAC: N/A<br>MAC: N/A  |
| <b>Staff Recommendation:</b>    | Recommends approval  |
| <b>Supporting Information:</b>  | None   |



## **Board Action Fact Sheet**

**Meeting Date:** February 10, 2021

**Agenda Item:** VIII.G. (Tab 1)

**Roll Call Vote:** No

**Action Requested:** Acknowledgement of MetroPlan Orlando's Annual Certification Report prepared by FDOT/D5.

**Reason:** MetroPlan Orlando undergoes a certification review each year. This is to ensure that MetroPlan Orlando is complying with all federal and state laws governing the transportation planning process, to identify noteworthy practices, to identify areas requiring additional attention and to evaluate the federal-state-regional partnership.

**Summary/Key Information:** The report covers a range of topics selected by FDOT/D5. A new format was implemented last year for statewide consistency. This and the fact that MetroPlan Orlando staff can now provide responses to questions electronically are very positive steps that have been taken by the Department.

Another feature with this new format is the Risk Assessment Process pertaining to finances and invoicing. Based on the criteria established by the Department and with the business practices established by MetroPlan Orlando, we were given a Risk Assessment Point Total of "0" which is the best possible score. This will result in monitoring our invoices on an annual basis, rather than more frequently as will be done with higher risk organizations.

**MetroPlan Budget Impact:** None

**Local Funding Impact:** None

**Committee Action:**

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

**Staff Recommendation:** Staff recommends acknowledgement.

**Supporting Information:** MetroPlan Orlando's 2021 Annual Certification Report (attached)

This Certification review will be completed after the FDOT presents their findings to the MetroPlan Board in May.



**MetroPlan Orlando**

**Joint Certification – 1/1/2020-12/31/2020**

**January 11, 2021**

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## Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process as described in [23 C.F.R. §450.336](#). The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The certification package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

## Certification Process

Please read and answer each question using the checkboxes to provide a “yes” or “no.” Below each set of checkboxes is a box where an explanation for each answer is to be inserted. The explanation given must be in adequate detail to explain the question.

FDOT's [MPO Joint Certification Statement](#) document must accompany the completed Certification report. Please use the electronic form fields to fill out the document. Once all the appropriate parties sign the MPO Joint Certification Statement, scan it and email it with this completed Certification Document to your District MPO Liaison.

Please note that the District shall report the identification of, and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

## **Part 1**

Part 1 of the Joint Certification is to be completed by the MPO.

## Part 1 Section 1: MPO Overview

1. Does the MPO have up-to-date agreements such as the interlocal agreement that creates the MPO, the intergovernmental coordination and review (ICAR) agreement; and any other applicable agreements? Please list all agreements and dates that they need to be readopted. The ICAR Agreement should be reviewed every five years and updated as necessary. Please note that the ICAR Agreement template was updated in 2020.

**Please Check:** Yes ☒ No ☐

The Interlocal Agreement was last updated on 08/14/15 and is updated as needed. The ICAR agreement was last updated on 04/28/15 and auto-renews every five years or is reviewed for changes before that time. We were waiting for the State to update its template before updating our ICAR and finally received the template. The agreement is currently being reviewed and updated. The PL JPA is current for this 2-year UPWP and expires on 06/30/2022. The FY'21 FTA PTGA was delayed again and has not been received by MetroPlan Orlando yet.

2. Does the MPO coordinate the planning of projects that cross MPO boundaries with the other MPO(s)?

**Please Check:** Yes ☒ No ☐

MetroPlan Orlando coordinates in two forums. The first is the Central Florida MPO Alliance where regional priorities are discussed, and the second is the LRTP coordination meetings set up by FDOT to coordinate on schedule and projects.

3. How does the MPOs planning process consider the 10 Federal Planning Factors ([23 CFR § 450.306](#))?

**Please Check:** Yes ☒ No ☐

The 2045 Metropolitan Transportation Plan (MTP) goals, objectives, measures and targets incorporate all 10 Federal Planning Factors. The performance measures used to represent the planning factors are used to develop the 2045 cost feasible plan using the performance based planning prioritization process adopted within the plan.

4. How are the transportation plans and programs of the MPO based on a continuing, comprehensive, and cooperative process?

**Please Check:** Yes ☒ No ☐

Regularly scheduled meetings with local government staff and FDOT to discuss project status. Plans and work products are coordinated with local government staff also, so work products are complementary and not duplicative prior to the technical advisory committee review.

5. When was the MPOs Congestion Management Process last updated?

**Please Check:** Yes ☒ No ☐ N/A ☐

MetroPlan has their Congestion Management Process (CMP) adopted by resolution with the adoption of the 2045 Metropolitan Transportation Plan, and can be found on the MTP documents page <https://metroplanorlando.org/2045-mtp/whats-in-the-2045-plan/documents-for-review/>

6. Has the MPO recently reviewed and/or updated its Public Participation Plan? If so, when?

**Please Check:** Yes ☒ No ☐

In 2019, MetroPlan Orlando updated its organizational Public Participation Plan, found on our website here: <https://metroplanorlando.org/wp-content/uploads/2019-PPP-Public-Participation-Plan-Approved-9-11-19-1.pdf>. We also created a PPP for our 2045 Metropolitan Transportation Plan: <https://metroplanorlando.org/wp-content/uploads/2045-MTP-PPP-Public-Participation-Plan-Approved-9-11-19.pdf>. Both plans were adopted by the MetroPlan Orlando Board on September 11, 2019.

7. Was the Public Participation Plan made available for public review for at least 45 days before adoption?

**Please Check:** Yes ☒ No ☐

The public comment period on the two PPPs went more than 45 days (July 26-September 10, 2019).

8. Does the MPO utilize one of the methods of procurement identified in [2 C.F.R. 200.320 \(a-f\)](#)?

**Please Check:** Yes ☒ No ☐

MetroPlan Orlando complies fully with 2 CFR 200 for procurement. MetroPlan uses all methods available under 2 CFR 200.320 which is described in the MetroPlan Orlando purchasing policy. The purchasing policy can be found at the following link. [https://metroplanorlando.org/wp-content/uploads/purchasing\\_policy.pdf](https://metroplanorlando.org/wp-content/uploads/purchasing_policy.pdf)

9. Does the MPO maintain sufficient records to detail the history of procurement? These records will include, but are not limited to: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

Note: this documentation is required by 2 C.F.R. 200.324 (a) to be available upon request by the Federal awarding agency, or pass-through entity when deemed necessary.

**Please Check:** Yes ☒ No ☐

MetroPlan Orlando maintains sufficient records to detail the history of procurement. This includes rationale for the purchase and all purchasing documentation.

10. Does the MPO have any intergovernmental or inter-agency agreements in place for procurement or use of goods or services?

**Please Check:** Yes ☒ No ☐

MetroPlan Orlando is part of a consortium with Orange County for obtaining employee insurances. This is a favorable agreement for MetroPlan Orlando which can leverage the staff and size of Orange County to obtain better services at lower rates than could be obtained by MetroPlan Orlando alone.

11. What methods or systems does the MPO have in place to maintain oversight to ensure that consultants or contractors are performing work in accordance with the terms, conditions and specifications of their contracts or work orders?

**Please Check:** Yes ☒ No ☐

MetroPlan Orlando assigns project managers and project directors for each project. Progress reports are required with each invoice which are reviewed for accuracy and corrected when needed. Finance staff also reviews invoices for accuracy before payment. Staff uses a pass-thru invoice review checklist to facilitate easier oversight.

## Part 1 Section 2: Finances and Invoicing

1. How does the MPO ensure that Federal-aid funds are expended in conformity with applicable Federal and State laws, the regulations in 23 C.F.R. and 49 C.F.R., and policies and procedures prescribed by FDOT and the Division Administrator of FHWA?

MetroPlan Orlando Finance staff reviews JPAs, FDOT documents, and applicable federal and state laws. In addition, MetroPlan Orlando has policies, procedures, and checklists in place to ensure compliance and consistency including a board approved purchasing policy. Invoices are reviewed for correctness before payment. Invoices are signed off by a director for payment, vouchers for payment are signed by the Director of Finance, and checks are signed by two directors with signature authority including the Executive Director, Director of Finance, and the Director of Regional Partnerships.

2. How often does the MPO submit invoices to the District for review and reimbursement?

PL, SU, and FTA invoices are submitted monthly. TD is submitted quarterly.

3. Is the MPO, as a standalone entity, a direct recipient of federal funds and in turn, subject to an annual single audit?

MetroPlan Orlando is a standalone entity but is not a direct recipient. Grants are passed through FDOT. However, since we receive federal funds, we are subject to and receive a federal single audit each year.

4. How does the MPO ensure their financial management system complies with the requirements set forth in [2 C.F.R. §200.302?](#)

MetroPlan Orlando complies fully with 2 CFR 200. The Director of Finance as well as the Fiscal Manager have received training directly from FHWA on 2 CFR 200. The financial management system is well equipped to handle grant accounting and applying fringe and indirect rates. The system also can track expenditures to the UPWP task level in each grant.

5. How does the MPO ensure records of costs incurred under the terms of the MPO Agreement maintained and readily available upon request by FDOT at all times during the period of the MPO Agreement, and for five years after final payment is made?

MetroPlan Orlando utilizes the record retention schedule GS1-SL as well as grant JPAs to determine the amount of time necessary to retain a document and always chooses the longest required duration (or longer) if a conflict exists to ensure compliance with both.

6. Is supporting documentation submitted, when required, by the MPO to FDOT in detail sufficient for proper monitoring?

Proper documentation is submitted to FDOT with all invoices. Additional documents are scanned and saved to a network drive to complete yearly invoice monitoring, as necessary.

7. How does the MPO comply with, and require its consultants and contractors to comply with applicable Federal law pertaining to the use of Federal-aid funds?

MetroPlan Orlando complies with all applicable Federal laws pertaining to the use of Federal-aid funds and requires all consultants and contractors to do the same. Contracts with consultants include necessary language for compliance.

## Part 1 Section 3: Title VI and ADA

1. Has the MPO signed an FDOT Title VI/Nondiscrimination Assurance, identified a person responsible for the Title VI/ADA Program, and posted for public view a nondiscrimination policy and complaint filing procedure?"

**Please Check:** Yes ☒ No ☐

See the nondiscrimination & language plan page on our website for our plan, policy, and complaint filing procedure: <https://metroplanorlando.org/plans/nondiscrimination-language-plans/> The policy, complaint form, and key parts of the plan are also available on the website in Spanish.

2. Do the MPO's contracts and bids include the appropriate language, as shown in the appendices of the [Nondiscrimination Agreement](#) with the State?

**Please Check:** Yes ☒ No ☐

The nondiscrimination language is included in all MetroPlan Orlando contracts

3. Does the MPO have a procedure in place for the prompt processing and disposition of Title VI and Title VIII complaints, and does this procedure comply with FDOT's procedure?

**Please Check:** Yes ☒ No ☐

See Title VI Program: Nondiscrimination & Language Plan for complaint procedure on pages 24-25 and appendix: <https://metroplanorlando.org/wp-content/uploads/Title-VI-Program-Nondiscrimination-and-Language-Plan-2018-FINAL.pdf>. Title VIII not applicable.

4. Does the MPO collect demographic data to document nondiscrimination and equity in its plans, programs, services, and activities?

**Please Check:** Yes ☒ No ☐

See Community Characteristics, Reaching Underserved Communities, and Providing Meaningful Access sections of our Title VI plan (pages 5-17). Additionally, the recently adopted 2045 Metropolitan Transportation Plan (MTP) includes equity performance measures and thorough demographic data in the existing conditions and area profile. See MTP technical series reports for more details.

5. Has the MPO participated in any recent Title VI training, either offered by the State, organized by the MPO, or some other form of training, in the past three years?

**Please Check:** Yes ☒ No ☐

Staff attends training on a regular basis.

6. Does the MPO keep on file for five years all complaints of ADA noncompliance received, and for five years a record of all complaints in summary form?

**Please Check:** Yes ☒ No ☐

We have not had any complaints to date.

## Part 1 Section 4: Disadvantaged Business Enterprises

1. Does the MPO have a FDOT-approved Disadvantaged Business Enterprise (DBE) plan?

**Please Check:** Yes ☒ No ☐

MetroPlan Orlando follows the FDOT DBE plan for any awards using Federal or State funds

2. Does the MPO use the Equal Opportunity Compliance (EOC) system or another FDOT process to ensure that consultants are entering bidders opportunity list information, as well as accurately and regularly entering DBE commitments and payments?"

**Please Check:** Yes ☐ No ☒

MetroPlan Orlando uses both the Bid Opportunity List and DBE Participation Statement for all RFP and RFP-like procurements and tracks DBE usage. MetroPlan Orlando cannot obtain the proper access to the EOC system for reporting. MetroPlan Orlando, however, does report DBE to FDOT and FTA every six months through the use of the UNIFORM REPORT OF DBE COMMITMENTS/AWARDS AND PAYMENTS worksheet.

3. Does the MPO include the DBE policy statement in its contract language for consultants and subconsultants?

**Please Check:** Yes ☒ No ☐

DBE policy statements are available on our website, included in RFP documentation and incorporated into contracts for consultants.

## Part 1 Section 5: Noteworthy Practices & Achievements

One purpose of the certification process is to identify improvements in the metropolitan transportation planning process through recognition and sharing of noteworthy practices. Please provide a list of the MPOs noteworthy practices and achievements below.

**[SAFETY GRANT FOR SAFETY VISUALIZATION]** MetroPlan Orlando, partnered with the University of Central Florida and the FDOT D5 to receive nearly \$300,000 from the U.S. Department of Transportation (U.S. DOT) to expand the use of data analytics to predict and prevent traffic accidents before they happen. This innovative technology, piloted by engineers at the UCF, was selected as the nationwide winner of the U.S. DOT's Solving for Safety Visualization Challenge. The safety data visualization tool uses real-time traffic conditions to estimate the likelihood of a crash at specific locations. This tool will help system operators identify crashes, deploy first responders, and clear crash scenes more quickly - reducing the probability of secondary crashes occurring at those locations.

**[2045 MTP – MORE MULTIMODAL, DATA-DRIVEN, AND ADOPTED ON TIME]** The 2045 Metropolitan Transportation Plan was unanimously adopted by the MetroPlan Orlando Board on December 9, 2020. It's a \$27.9 billion plan including \$13.19 billion in federal, state, and locally funded projects, and another \$14.69 billion in projects funded with tolls. This data-driven plan diversifies our transportation system more than ever, investing in multimodal projects for all users. It represents a shift from moving cars to moving people. Some of the projects in the plan would have never been funded through the traditional roads-focused approach of years past.

**[2045 MTP – PUBLIC PARTICIPATION]** We had a successful public participation process for the 2045 Plan despite a global pandemic. We started out strong in November 2019 with a focus on in-person outreach. After the pandemic began, we made significant adjustments to strategies and switched to all-digital outreach with a series of virtual programs, videos, social media messages, and market research. This was successful, allowing us to meet the objectives in our MTP Public Participation Plan. Our two most popular webinars were [Future Fest: What the Year 2045 Holds for Transportation](#) and our final MTP program, [2045 Plan – The Reveal](#).

**[VIRTUAL MEETINGS]** Due to the pandemic, MetroPlan Orlando transitioned to virtual meetings using the Zoom webinar platform to ensure the continuity of the transportation planning process. Virtual meetings have resulted in good attendance from members, partners, and increased public participation. We had our first all virtual Transportation Improvement Program (TIP) public meeting, which was attended by more individuals than any previous TIP public meeting.

**[NEW YOUTH ACTIVITY BOOK]** One of the MetroPlan Orlando Board's emphasis areas is outreach to younger populations. To reach our youngest residents (elementary and middle-school students), we created a new youth activity book called *Future Path Central Florida*: <https://metroplanorlando.org/wp-content/uploads/MetroPlan-Orlando-2045-Plan-Youth-Activity-Book-for-web.pdf> This bright, engaging publication teaches kids basic principles of transportation planning and safety. It even includes a fill-in-the-blank letter that they can send in their thoughts on transportation in the year 2045. This book was an immediate hit with young audiences and we distributed about 1,000 copies.

**[VIDEOS]** MetroPlan Orlando has posted dozens of videos to its YouTube channel in the past year, including topic-focused informative videos. Examples include: [2045 Plan Safety](#); [Healthy Mobility & Planning](#); [Virtual meetings video](#); [Tutorial on new interactive TIP web map](#), webinar recordings, and meeting recordings. In the past year, we've had about 5.3k views and nearly 650 hours of watch time.

**[INCREASED DATA VISUALIZATION WITH NEW INTERACTIVE WEB MAPS]**

Over the past two years the MPO has developed multiple web based maps to allow stakeholders and members of the public to view transportation data and other spatial information online using interactive maps and dashboards. These include our "Data Viewer", "Crash Data Dashboard", and "Existing Conditions and Area Profile Story Map". Each of these tools and others in development are located in the Maps and Tools section of our website: <https://metroplanorlando.org/maps-tools/>

The Data Viewer provides a tool to view a variety of transportation-related spatial data at a regional scale. Users can obtain attribute information for specific map features by selecting the desired roadway segment or selected polygon. The Data Viewer also provides the platform to display MTP identified multimodal needs and cost feasible projects. Hyperlink: <https://metroplanorlando.org/maps-tools/dataviewer/>

The Crash Data Dashboard is an interactive tool showing crash data locations and summary statistics for the region. It allows users to narrow down the crash selection by geographic area, year, crash type, and severity. The data is updated on a periodic basis to offer the latest information. Hyperlink: <https://metroplanorlando.org/maps-tools/crashdata/>

The 2045 MTP Existing Conditions and Area Profile Story Map shows existing conditions (transportation and other regional trends) in Central Florida. You can scroll through the visual story to learn about trends, area profile, infrastructure assets, and system performance. This Story Map was created to increase public accessibility and to provide a virtual alternative to typical technical documentation. Hyperlink: <https://metroplanorlando.org/maps-tools/existingconditions/>

In addition, pertaining to data visualization although not web-based, the 2045 MTP's Origin-Destination Analyses (Technical Series #3) included multiple data visualizations summarizing US Census ACS commuter flows (Figure 3.3), origin-destination trip intensity (desire lines) of StreetLight Data (Figure 3.6), and SunRail boarding and alightings (Figure 3.7 and 3.8).

**[PROJECT ADVISORY MEETINGS]** Due to the pandemic, MetroPlan Orlando transitioned to virtual meetings using the Zoom webinar platform to ensure the continuity of the transportation planning process. Additionally MetroPlan Orlando utilized ConceptBoard ([Conceptboard | Collaborative Online Whiteboard | Visual Collaboration](#)) to replicate the same interaction the Project Advisory Group would have had in a studio with a map on the table. The platform incorporated a whiteboard approach with digital maps and exhibits, allowing our local government partners who

participate on Advisory Groups to ability to mark up maps or place comments as if they were at the same table.

[insert other noteworthy achievements]

## Part 1 Section 6: MPO Comments

The MPO may use this space to make any additional comments or ask any questions, if they desire. This section is not mandatory, and its use is at the discretion of the MPO.

We encourage FDOT to be better stewards of Federal funds belonging to MPOs and to allocate and disburse funds and grant agreements in a timely manner for all funding sources. This past year, PL, FTA 5305(d), and SU funds were all delayed, causing serious disruptions to our organization and probably all MPOs in the State. If the Department wants to change processes or funding allocations, the onus should be on them to make those changes timely OR to do so in a way that allows the funds to be directed to the MPOs while the changes are made.

We received and discussed a comment from the department on spending down our reserve boxes during last years Joint Certification. ~~Based on our discussion,~~ MetroPlan Orlando asked for the Departments Commitment (in writing) to fund cost over-runs. We were told last year that we would receive that written commitment but we never did. Over the course of the year MetroPlan did attempt to spend down all of the funds in the first 3 years, and successfully spent down the boxes to an amount less than 3% of total TMA funding. However, on two occasions throughout the year the department determined there were not enough funds in our reserve box to cover cost increases and instead of covering those increases MetroPlan had to work with the Department on some last minute Advance Construction (AC) swaps to keep the projects moving forward in the TIP. Though considered a best practice by the department, we have found that keeping a portion of our TMA funds available for cost increases has proven successful in maintaining project delivery and to avoid deferrals.



**MetroPlan Orlando**

**Joint Certification 1/1/2020-12/31/2020**

**January 2021**

**Part 2 – FDOT District**

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## Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process as described in [23 C.F.R. §450.336](#). The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The Certification Package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

## Certification Process

Please read and answer each question within this document.

Since all of Florida's MPOs adopt a new Transportation Improvement Program (TIP) annually, many of the questions related to the TIP adoption process have been removed from this certification, as these questions have been addressed during review of the draft TIP and after adoption of the final TIP.

As with the TIP, many of the questions related to the Unified Planning Work Program (UPWP) and Long-Range Transportation Plan (LRTP) have been removed from this certification document, as these questions are included in the process of reviewing and adopting the UPWP and LRTP.

Note: This certification has been designed as an entirely electronic document and includes interactive form fields. Part 2 Section 9: Attachments allows you to embed any attachments to the certification, including the [MPO Joint Certification Statement](#) document that must accompany the completed certification report. Once all the appropriate parties sign the MPO Joint Certification Statement, scan it and attach it to the completed certification in Part 2 Section 9: Attachments.

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

The final Certification Package should include Part 1, Part 2, and any required attachments and be transmitted to Central Office no later than June 1 of each year.

## Risk Assessment Process

Part 2 Section 1: Risk Assessment evaluates the requirements described in [2 CFR §200.331 \(b\)-\(e\)](#), also expressed below. It is important to note that FDOT is the recipient and the MPOs are the subrecipient, meaning that FDOT, as the recipient of Federal-aid funds for the State, is responsible for ensuring that Federal-aid funds are expended in accordance with applicable laws and regulations.

*(b) Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in paragraphs (d) and (e) of this section, which may include consideration of such factors as:*

- (1) The subrecipient's prior experience with the same or similar subawards;*
- (2) The results of previous audits including whether the subrecipient receives a Single Audit in accordance with Subpart F—Audit Requirements of this part, and the extent to which the same or similar subaward has been audited as a major program;*
- (3) Whether the subrecipient has new personnel or new or substantially changed systems; and*
- (4) The extent and results of Federal awarding agency monitoring (e.g., if the subrecipient also receives Federal awards directly from a Federal awarding agency).*

*(c) Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in §200.207 Specific conditions.*

*(d) Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:*

- (1) Reviewing financial and performance reports required by the pass-through entity.*
- (2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and other means.*

*(3) Issuing a management decision for audit findings pertaining to the Federal award provided to the subrecipient from the pass-through entity as required by §200.521 Management decision.*

*(e) Depending upon the pass-through entity's assessment of risk posed by the subrecipient (as described in paragraph (b) of this section), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:*

*(1) Providing subrecipients with training and technical assistance on program-related matters; and*

*(2) Performing on-site reviews of the subrecipient's program operations;*

*(3) Arranging for agreed-upon-procedures engagements as described in §200.425 Audit services.*

**If an MPO receives a Management Decision as a result of the Single Audit, the MPO may be assigned the high-risk level.**

**After coordination with the Office of Policy Planning, any of the considerations in 2 CFR §200.331 (b) may result in an MPO being assigned the high-risk level.**

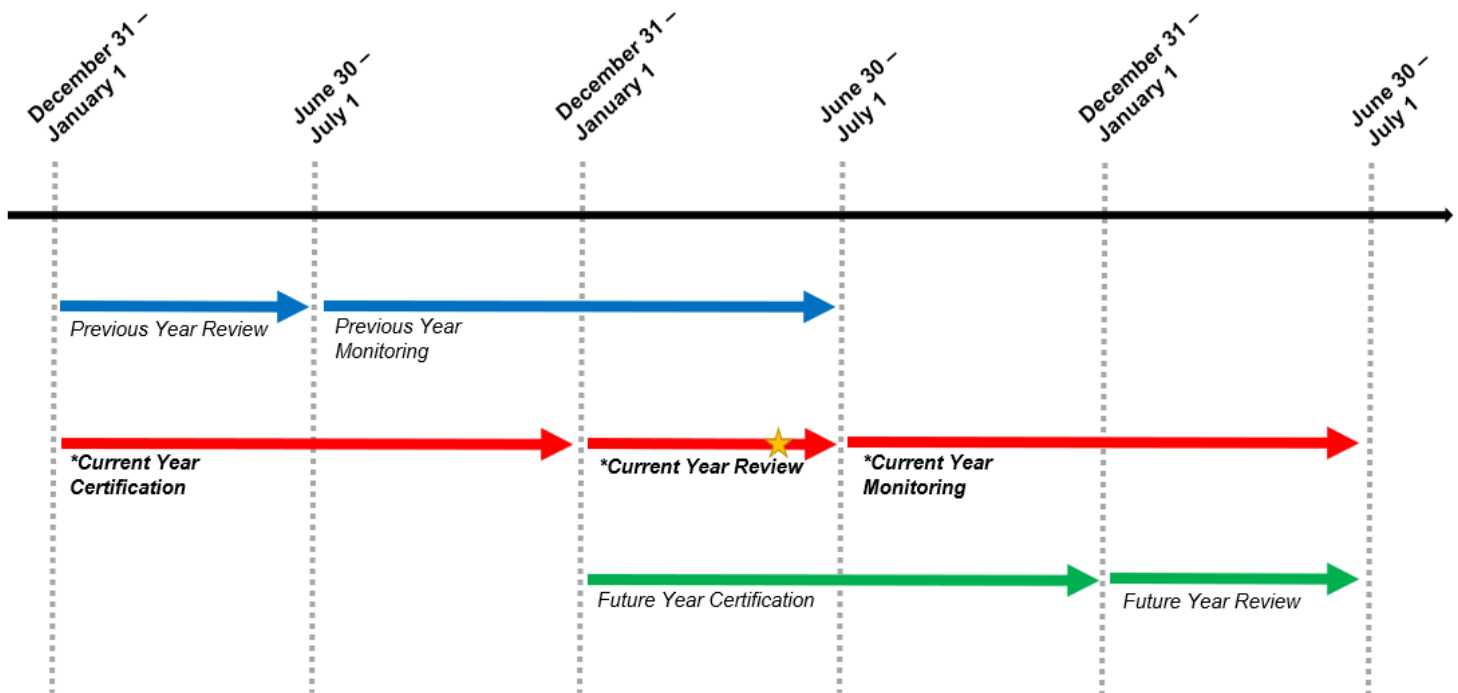
The questions in Part 2 Section 1: Risk Assessment are quantified and scored to assign a level of risk for each MPO, which will be updated annually during the joint certification process. The results of the Risk Assessment determine the minimum frequency by which the MPO's supporting documentation for their invoices is reviewed by FDOT MPO Liaisons for the upcoming year. The frequency of review is based on the level of risk in **Table 1**.

**Table 1. Risk Assessment Scoring**

| Score              | Risk Level | Frequency of Monitoring |
|--------------------|------------|-------------------------|
| > 85 percent       | Low        | Annual                  |
| 68 to < 84 percent | Moderate   | Bi-annual               |
| 52 to < 68 percent | Elevated   | Tri-annual              |
| < 52 percent       | High       | Quarterly               |

The Risk Assessment that is part of this joint certification has two main components – the Certification phase and the Monitoring phase – and involves regular reviewing, checking, and surveillance. The first step is to complete this Risk Assessment during the joint certification for the current year (*The red line in **Figure 1***). The current year runs for a 12-month period from January 1 to December 31 of the same year (**Example: January 1, 2018 through December 31, 2018**). There is a 6-month period when the joint certification for the current year is reviewed before the Risk Assessment enters the Monitoring phase. The joint certification review runs from January 1 to June 30 (**Example: January 1, 2019 through June 30, 2019**). After the review has been completed, the Risk Assessment enters the Monitoring phase, where the MPO is monitored for a 12-month period (**Example: July 1, 2019 to June 30, 2020**). The entire Risk Assessment runs for a total of 30-months. However, there will always be an overlapping of previous year, current year, and future year Risk Assessments. **Figure 1** shows the timeline of Risk Assessment phases and how Risk Assessments can overlap from year to year.

**Figure 1. Risk Assessment: Certification Year vs. Monitoring**



★ June 1<sup>st</sup> - Joint Certifications are due to FDOT

## **Part 2**

Part 2 of the Joint Certification is to be completed by the District MPO Liaison.

## Part 2 Section 1: Risk Assessment

### MPO Invoice Submittal

List all invoices and the dates that the invoices were submitted for reimbursement during the certification period in **Table 2** below.

**Table 2. MPO Invoice Submittal Summary**

| Invoice #       | Invoice Period       | Date the Invoice was Forwarded to FDOT for Payment | Was the Invoice Submitted More than 90 days After the End of the Invoice Period? (Yes or No) |
|-----------------|----------------------|--|--|
| <b>G0W38-23</b> | 12/01/2019-1/31/2020 | 2/10/2020  | No   |
| <b>G0W38-24</b> | 9/01/2019-1/31/2020  | 2/10/2020  | No   |
| <b>G0W38-25</b> | 12/01/2019-2/29/2020 | 3/10/2020  | No   |
| <b>G0W38-26</b> | 9/01/2019-2/29/2020  | 3/10/2020  | No   |
| <b>G0W38-27</b> | 1/01/2020-3/31/2020  | 4/09/2020  | No   |
| <b>G0W38-28</b> | 12/01/2019-3/31/2020 | 4/9/2020   | No   |
| <b>G0W38-29</b> | 3/01/2020-4/30/2020  | 5/08/2020  | No   |
| <b>G0W38-30</b> | 1/01/2020-4/30/2020  | 5/08/2020  | No   |

|   |                           |            |           |
|---|---------------------------|------------|-----------|
| <b>G0W38-31</b>   | 4/01/2020-<br>5/31/2020   | 6/16/2020  | No        |
| <b>G0W38-32</b>   | 1/01/2020-<br>5/31/2020   | 6/16/2020  | No        |
| <b>G0W38-33</b>   | 5/01/2020-<br>6/30/2020   | 8/13/2020  | No        |
| <b>G0W38-34</b>   | 03/01/2020-<br>6/30/2020  | 8/13/2020  | No        |
| <b>G1L89-1</b>  | 7/01/2020-<br>7/31/2020   | 8/20/2020  | No        |
| <b>G1L89-2</b>  | 7/01/2020-<br>8/31/2020   | 9/10/2020  | No        |
| <b>G1L89-3</b>  | 07/01/2020-<br>09/30/2020 | 10/16/2020 | No        |
| <b>G1L89-4</b>  | 07/01/2020-<br>10/31/2020 | 11/12/2020 | No        |
| <b>G1L89-5</b>  | 07/01/2020-<br>11/30/2020 | 12/09/2020 | No        |
| <b>MPO Invoice Submittal Total</b>                          |                           |            |           |
| <b>Total Number of Invoices that were Submitted on Time</b> |                           |            | <b>17</b> |
| <b>Total Number of Invoices Submitted</b>                   |                           |            | <b>17</b> |

### MPO Invoice Review Checklist

List all MPO Invoice Review Checklists that were completed in the certification period in **Table 3** and attach the checklists to this risk assessment. Identify the total number of materially significant finding questions that were correct on each MPO Invoice Review Checklist (i.e. checked yes). The

MPO Invoice Review Checklist identifies questions that are considered materially significant with a red asterisk. Examples of materially significant findings include:

- Submitting unallowable, unreasonable or unnecessary expenses or corrections that affect the total amounts for paying out.
- Exceeding allocation or task budget.
- Submitting an invoice that is not reflected in the UPWP.
- Submitting an invoice that is out of the project scope.
- Submitting an invoice that is outside of the agreement period.
- Documenting budget status incorrectly.

Corrections or findings that are not considered materially significant do not warrant elevation of MPO risk. Examples of corrections or findings that are not considered materially significant include:

- Typos.
- Incorrect budgeted amount because an amendment was not recorded.
- Incorrect invoice number.

**Table 3. MPO Invoice Review Checklist Summary**

| MPO Invoice Review Checklist         | Number of Correct<br>Materially Significant<br>Finding Questions |
|--------------------------------------|--|
| <b>G0W38-23</b> Review Date: 2/12/20 | 7  |
| <b>G0W38-24</b> Review Date: 2/12/20 | 7  |
| <b>G0W38-25</b> Review Date: 3/11/20 | 7  |
| <b>G0W38-26</b> Review Date: 3/11/20 | 7  |
| <b>G0W38-27</b> Review Date: 4/10/20 | 7  |
| <b>G0W38-28</b> Review Date: 4/10/20 | 7  |
| <b>G0W38-29</b> Review Date: 5/11/20 | 7  |
| <b>G0W38-30</b> Review Date: 5/15/20 | 7  |

|   |            |
|---|------------|
| <b>G0W38-31</b> <i>Review Date: 6/16/20</i>                                       | 7          |
| <b>G0W38-32</b> <i>Review Date: 5/15/20</i>                                       | 7          |
| <b>G0W38-33</b> <i>Review Date: 8/20/20</i>                                       | 7          |
| <b>G0W38-34</b> <i>Review Date: 8/20/20</i>                                       | 7          |
| <b>G1L89-1</b> <i>Review Date: 8/24/20</i>  | 7          |
| <b>G1L89-2</b> <i>Review Date: 9/11/20</i>  | 7          |
| <b>G1L89-3</b> <i>Review Date: 10/16/20</i>                                       | 7          |
| <b>G1L89-4</b> <i>Review Date: 11/16/20</i>                                       | 7          |
| <b>G1L89-5</b> <i>Review Date: 12/11/20</i>                                       | 7          |
| <b>MPO Invoice Review Checklist Total</b>   |            |
| <b>Total Number of Materially Significant Finding Questions that were Correct</b> | <b>119</b> |

*\*Note: There are 7 materially significant questions per MPO Invoice Review Checklist.*

### MPO Supporting Documentation Review Checklist

List all MPO Supporting Documentation Review Checklists that were completed in the certification period in **Table 4** and attach the checklists and supporting documentation to this risk assessment. Identify the total number of materially significant finding questions that were correct on each MPO Supporting Documentation Review Checklist (i.e. checked yes). The MPO Supporting Documentation Review Checklist identifies questions that are considered materially significant with a red asterisk. Examples of materially significant findings include:

- Submitting an invoice with charges that are not on the Itemized Expenditure Detail Report.
- Submitting an invoice with an expense that is not allowable.
- Failing to submit supporting documentation, such as documentation that shows the invoice was paid.
- Submitting travel charges that do not comply with the MPO's travel policy.

**Table 4. MPO Supporting Documentation Review Checklist Summary**

| MPO Supporting Documentation Review Checklist   | Number of Correct<br>Materially Significant<br>Finding Questions |
|---|--|
| <i>Invoice #G0W38-28, Risk Assessment Review Date 11/19/20<br/>(Invoice #28 period 12/1/2019-3/31/20)</i> | 7  |
| <i>*Only 7 Questions Applicable for MetroPlan Orlando</i>   |  |
|   |  |
|   |  |
|   |  |
| <b>MPO Supporting Documentation Review Checklist Total</b>  |  |
| <b>Total Number of Materially Significant Finding Questions that were<br/>Correct</b>                     | <b>7</b>   |

*\*Note: There are 25 materially significant questions per MPO Supporting Documentation Review Checklist.*

### Technical Memorandum 19-04: Incurred Cost and Invoicing Practices

Were incurred costs billed appropriately at the end of the contract period?

Please Check: Yes ☒ No ☐ N/A ☐

### Risk Assessment Score

Please use the Risk Assessment worksheet to calculate the MPO's risk score. Use **Table 5** as a guide for the selecting the MPO's risk level.

**Table 5. Risk Assessment Scoring**

| Score              | Risk Level | Frequency of Monitoring |
|--------------------|------------|-------------------------|
| > 85 percent       | Low        | Annual                  |
| 68 to < 84 percent | Moderate   | Bi-annual               |

|                    |          |            |
|--------------------|----------|------------|
| 52 to < 68 percent | Elevated | Tri-annual |
| < 52 percent       | High     | Quarterly  |

**Risk Assessment Percentage:** 100%

**Level of Risk:** Low

## Part 2 Section 2: Long-Range Transportation Plan (LRTP)

Did the MPO adopt a new LRTP in the year that this certification is addressing?

Please Check: Yes ☒ No ☐

If yes, please ensure any correspondence or comments related to the draft and final LRTP and the LRTP checklist used by Central Office and the District are in the [MPO Document Portal](#) or attach it to Part 2 Section 9: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

Draft LRTP to be uploaded

Final agency review and comments ongoing due to adoption. Correspondence and comments will be uploaded when available.

## Part 2 Section 3: Transportation Improvement Program (TIP)

Did the MPO update their TIP in the year that this certification is addressing?

Please Check: Yes ☒ No ☐

If yes, please ensure any correspondence or comments related to the draft and final TIP and the TIP checklist used by Central Office and the District are in the [MPO Document Portal](#) or attach it to Part 2 Section 9: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

12/16/20 Amendments to the MetroPlan Orlando FY 2020/21 - 2024/25

11/10/2020 Amendment 2020-21 This TIP document includes amendments approved by the MetroPlan Orlando Board on 11/18/20.

## Part 2 Section 4: Unified Planning Work Program (UPWP)

Did the MPO adopt a new UPWP in the year that this certification is addressing?

Please Check: Yes ☒ No ☐

If yes, please ensure any correspondence or comments related to the draft and final UPWP and the UPWP checklist used by Central Office and the District are in the [MPO Document Portal](#) or attach it to Part 2 Section 9: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

### Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

|   |
|---|
| 12/21/2020 Amending UPWP to remove State and Local Match from new 5305(d) funds.  |
| 11/20/2020 This amendment adds the new STIC grant to the FHWA agreement. It includes a \$25,000 match of local funds which is tracked separately from the grant. To reconcile the budget, SU funds were modified. |
| 11/10/2020 Amendment 2020-21 To add SU funds for StreetLight Data, SunRail corridor study, and a corridor study in Osceola County.  |
| 10/26/2020 Metro Plan Close-out information   |
| 9/10/2020 Signed TIP Amendment Resolutions (Roll forwards)  |
| 4/15/2020 FDOT comments for draft UPWP for Fiscal Years 2021 and 2022   |
| 3/13/2020 Draft UPWP for MetroPlan Orlando MPO  |
| 2/25/2020 Amendment number 10 is to De-Obligate \$447,500 of PL funding from Fiscal Year 2019.  |
| 1/29/2020 UPWP Amendment #8   |



## Part 2 Section 5: Clean Air Act

The requirements of [Sections 174](#) and [176 \(c\) and \(d\)](#) of the Clean Air Act.

The Clean Air Act requirements affecting transportation only applies to areas designated nonattainment and maintenance for the National Ambient Air Quality Standards (NAAQS). Florida currently is attaining all NAAQS. No certification questions are required at this time. In the event the Environmental Protection Agency issues revised NAAQS, this section may require revision.

Title(s) of Attachment(s)

|     |
|-----|
| N/A |
|-----|

## **Part 2 Section 6: Technical Memorandum 19-03REV: Documentation of FHWA PL and Non-PL Funding**

Did the MPO identify all FHWA Planning Funds (PL and non-PL) in the TIP?

**Please Check:** Yes ☒ No ☐ N/A ☐

## Part 2 Section 7: District Questions

The District may ask up to five questions at their own discretion based on experience interacting with the MPO that were not included in the sections above. Please fill in the question, and the response in the blanks below. This section is optional and may cover any topic area of which the District would like more information.

1. Question

PLEASE EXPLAIN

2. Question

PLEASE EXPLAIN

3. Question

PLEASE EXPLAIN

4. Question

PLEASE EXPLAIN

5. Question

PLEASE EXPLAIN

## Part 2 Section 8: Recommendations and Corrective Actions

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board. The District may identify recommendations and corrective actions based on the information in this review, any critical comments, or to ensure compliance with federal regulation. The corrective action should include a date by which the problem must be corrected by the MPO.

### Status of Recommendations and/or Corrective Actions from Prior Certifications

FDOT Recommendation Part 1 Section 8 (Feb 4, 2020):

The Department continues to work in coordination with MetroPlan Orlando MPO on spending Urban Attributable (SU) Funding to effectively help to reduce the obligatory constraints placed on future allocations. These funds are intended to be used for productive purposes within the first three years of the Department's Work Program System. The funds are subject to redistribution or loss if certain requirements are not met. The MPO shall commit priority projects within the first three years of the department's work program system every tentative work program cycle. The Department will continue to use the MPOs Priority List for programming the SU funds to fulfill the requirements for programming federal funding per Florida Statute 339.135(4)(b)(3).

January 20, 2021:

The Department appreciates the effort MetroPlan Orlando put forward this last year in working to spend down their first three years of allocations of the Urban Attributable (SU) funding. However, at minimum, the first three years should be completely committed every tentative work program cycle.

### Recommendations

FDOT Recommendation (Jan 2021): We appreciate the hard work behind MetroPlan Orlando efforts to update their priority lists. However, the Department would still like to see a singular list for the regions priority projects to allow the Department to be most effective in prioritizing and funding projects.

In our recent review we noticed inconsistencies in the MPOs invoicing periods. In accordance with the MPO Handbook, the Department requires that the MPO commit to a consistent submittal schedule either on a monthly or quarterly basis. All eligible activities for reimbursement must fall within the invoice submittal period. Please see Section 3.10 below for clarification.

### **3.10 MPO Invoicing**

The MPO Agreement requires MPOs to submit invoices to FDOT on a quarterly or monthly basis. Invoices are due to the District within 90 days after the end of the reporting period, and final reports are due 90 days after the end of the second year of the two-year UPWP. The MPO sends the UPWP Progress Report to the District MPO Liaison. At a minimum, the invoice package shall include: • An invoice, using the required format reflected in the section below; • An itemized expenditure detail report; and • A progress report. Each of these items is discussed below. Additional documentation may be required to be submitted at the time of invoice, as determined by FDOT's District MPO Liaison

### **In Response to MetroPlan Orlando's Part 1 Section 6: MPO Comments**

FDOT has not changed any processes or funding allocations. We recognize that the second authorization of FHWA federal funds (PL and SU) was delayed this year. The US Congress was late approving their budget and posting appropriations from the extension of the FAST Act which resulted in the delay of the authorization of FHWA funds for federal fiscal year 2021. All 5305(d) funds were authorized and disbursed after FDOT received the notice of apportionment from FTA. FDOT has no control over the timing of the notice of federal apportionments. We understand that these delays negatively affected many of our partners.

### **Corrective Actions**

The Department has no corrective actions at this time.

## Part 2 Section 9: Attachments

Please attach any documents required from the sections above or other certification related documents here or through the [MPO Document Portal](#). Please also sign and attached the [MPO Joint Certification Statement](#).

---

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

|  |
|--|
|  |
|--|

**TAB 2**





## **Board Action Fact Sheet**

**Meeting Date:** February 10, 2021

**Agenda Item:** IX.A (Tab 2)

**Roll Call Vote:** Yes

**Action Requested:** FDOT requests approval of an amendment to the FY 2020/21 - 2024/25 Transportation Improvement Program.

**Reason:** An existing project in the TIP is receiving additional funds.

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

- This amendment increases the funding for the utilities relocation phase for the interchange improvement at I-4 and Sand Lake Road in FY 2020/21 and FY 2021/22 from a total of \$4,250,000 in federal and state funds to a total of \$12,220,000 in federal, state and local funds, an increase of \$7,970,000, to provide for utility relocations not included in the original utilities cost estimate due to expanding the scope of the project.
- The amendment also increases the total funding for the construction phase for this interchange improvement from approx. \$143.1 million in federal and state funds to approx. \$177.0 million in federal, state and local funds for the period of FY 2021/22 through FY 2024/25, an increase of about \$33.9 million.
- This funding increase is due to a design change to expand the scope of the project to include adding the resurfacing of the gap on I-4 between the Ultimate and the Beyond the Ultimate projects as well as changing a new loop ramp bridge over I-4 from concrete to steel in order to expedite the construction time frame for the bridge. Maintenance work on a retaining wall was also added to the project.

**MetroPlan Budget Impact:** None

**Local Funding Impact:** None

**Committee Action:**

|       |                                    |
|-------|------------------------------------|
| TSMO: | Reviewed on January 22, 2021       |
| TAC:  | Reviewed on January 22, 2021       |
| CAC:  | Reviewed on January 27, 2021       |
| MAC:  | To be reviewed on February 4, 2021 |

**Staff Recommendation:** Recommends approval

**Supporting Information:** These documents are provided at Tab 2:

FDOT letter dated January 8, 2021

Proposed Board Resolution No. 21-01



## Florida Department of Transportation

RON DESANTIS  
GOVERNOR

719 S. Woodland Boulevard  
DeLand, Florida 32720-6834

KEVIN J. THIBAUT, P.E.  
SECRETARY

January 8, 2021

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 (FDOT) requests the following changes to be made to MetroPlan Orlando Metropolitan Planning Organization's Adopted Fiscal Years 2020/2021 – 2024/2025 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#444315-1 I-4 @ SAND LAKE RD INTERCHANGE FROM E OF SR 528 TO W OF SR 435**

**Current TIP Status:**

Project is in current TIP for Fiscal Years 2020/2021 – 2024/2025.

| Phase                  | Original Funding Type | Original Amount      | Fiscal Year |
|------------------------|-----------------------|----------------------|-------------|
| Railroad and Utilities | ACNP (Fed funds)      | \$3,000,000          | 2021        |
| Railroad and Utilities | GMR (State funds)     | \$250,000            | 2021        |
| Railroad and Utilities | ACNP (Fed funds)      | \$1,000,000          | 2022        |
| Construction           | ACNP (Fed funds)      | \$121,842,000        | 2022        |
| Construction           | GMR (State funds)     | \$18,956,000         | 2022        |
| Construction           | ACNP (Fed funds)      | \$2,000,000          | 2024        |
| INC                    | ACNP (Fed funds)      | \$302,000            | 2025        |
|                        | <b>TOTAL</b>          | <b>\$147,350,000</b> |             |

**Proposed Amendment:**

| Phase                   | Amended Funding Type | Amended Amount | Fiscal Year |
|-------------------------|----------------------|----------------|-------------|
| Preliminary Engineering | DS (State funds)     | \$421          | 2021        |
| Railroad and Utilities  | ACNP (Fed funds)     | \$6,300,000    | 2021        |
| Railroad and Utilities  | GMR (State funds)    | \$250,000      | 2021        |
| Railroad and Utilities  | ACNP (Fed funds)     | \$4,900,000    | 2022        |
| Railroad and Utilities  | LF (Local funds)     | \$770,000      | 2022        |

|              |                   |                      |      |
|--------------|-------------------|----------------------|------|
| Construction | ACNP (Fed funds)  | \$174,144,897        | 2022 |
| Construction | LF (Local funds)  | \$356,225            | 2022 |
| Construction | DDR (State funds) | \$155,000            | 2023 |
| Construction | ACNP (Fed funds)  | \$2,000,000          | 2024 |
| Construction | ACNP (Fed funds)  | \$294,360            | 2025 |
| <b>TOTAL</b> |                   | <b>\$189,170,903</b> |      |

**Difference:** Original estimate for Railroad and Utilities (Phase 36 and 56) was \$4,250,000 and has increased by \$7,970,000 (current estimate \$12,220,000). This results in a \$2 Million and 20% change.

**Explanation:** The project includes the reconstruction of the Sand Lake and I-4 interchange to a diverging diamond interchange. The project also includes construction of a loop ramp connecting WB Sand Lake Road to Turkey Lake Road (south of the Sand Lake/Turkey Lake intersection).

The increases for "Railroad and Utilities" is associated with Utility Work by Highway Contractor (UWHC) that has been identified with our Phase II plans submittal. OUC and Orange County Utilities require relocations that were not previously captured in the utilities estimate.

The construction cost increase is primarily associated with the following:

#### Scope Adjustments

50% (approx. \$18M) of increase was due to scope changes that include extending project limits to close gaps between this project and I-4 ultimate. Additional work to close gaps includes resurfacing (\$796,138), lighting in the gap area (\$21,387) and temporary lighting (\$1,769,700), aesthetics in the gap area (\$3,927,832), aesthetics within the Sand Lake Road interchange (\$3,619,310), temporary traffic control needs, temporary pavement (\$6,068,500) and temporary barrier wall (\$2,417,565) that were not accounted for in the initial LRE.

#### Unit Costs Adjustments

49% (approx. \$17.6M) of the cost increase was attributed to cost adjustments with a bulk of that coming from the bridge cost increase. There were also noticeable cost increases in: barrier wall, optional base and retaining walls.

Sincerely,



Anna Taylor, Government Liaison Administrator  
District Five

cc: Kellie Smith, Planning & Environmental Management Administrator, FDOT  
Jo Santiago, Transit Liaison, FDOT  
District Five Work Program Office

**Resolution No. 21-01**

**Subject:**

**Amendment to the FY 2020/21 - 2024/25  
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 2020/21 - 2024/25 Transportation Improvement Program (TIP) in accordance with the MetroPlan Orlando Internal Operating Procedures; and

**WHEREAS**, the requested amendments are described as follows:

***Orange County***

- **FM #4443151 – I-4 at Sand Lake Road - Improve Interchange - Funding consists of:**
  - \$421 in DS funds for design in FY 2020/21
  - \$6,300,000 in ACNP funds for Railroad and Utilities in FY 2020/21
  - \$250,000 in GMR funds for Railroad and Utilities in FY 2020/21
  - \$4,900,000 in ACNP funds for Railroad and Utilities in FY 2021/22
  - \$770,000 in LF funds for Railroad and Utilities in FY 2021/22
  - \$174,144,897 in ACNP funds for construction in FY 2021/22
  - \$356,225 in LF funds for construction in FY 2021/22
  - \$155,000 in DDR funds for construction in FY 2022/23
  - \$2,000,000 in ACNP funds for construction in FY 2023/24
  - \$294,360 in ACNP funds for construction in FY 2024/25

**WHEREAS**, the requested amendments described above are 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 2020/21 - 2024/25 Transportation Improvement Program be approved as requested.

Passed and duly adopted at a regular meeting of the MetroPlan Orlando Board on the 10<sup>th</sup> day of February, 2021.

**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 Viviana Janer, Chairwoman

Attest:

---

Cathy Goldfarb, Sr. Board Services Coordinator  
and Recording Secretary

**TAB 3**





## **Board Action Fact Sheet**

**Meeting Date:** February 10, 2021

**Agenda Item:** IX.CB (Tab 3)

**Roll Call Vote:** No

|                                 |  |
|---------------------------------|--|
| <b>Action Requested:</b>        | Board approval is requested for the <b>re-support</b> of the Florida Department of Transportation (FDOT) performance targets for Safety, Bridge & Pavement Condition, Travel Time Reliability, <b>re-support</b> of the Lynx Transit Asset Management (TAM) targets, and <b>Support</b> the new Transit Safety Targets   |
| <b>Reason:</b>                  | Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) Performance Measure Implementation Requires MPOs to support the Performance Measure targets annually and bi-annually.   |
| <b>Summary/Key Information:</b> | <p>The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) has made a push toward performance based planning and has developed a set of performance measures for Vehicular and non-motorized Safety, System Performance (reliability), Bridge Conditions, Pavement Conditions, Transit Assets and a new target for Transit Safety. MPOs are required to re-support the Safety Targets annually, and the other targets bi-annually. FDOT has taken the lead on data collection, performance measure development and target setting to address the FHWA performance measures.</p> <p>By supporting the FDOT Statewide Targets, FDOT will provide the required performance measures, trend analysis and reporting materials.</p> <p>The targets set by FDOT and Lynx for the Federal Performance Measures, with the targets set by MetroPlan Orlando, will be the guiding criteria for future Prioritized Project Lists (PPL) and advancement of projects into the Transportation Improvement Program (TIP).</p> |
| <b>MetroPlan Budget Impact:</b> | None   |
| <b>Local Funding Impact:</b>    | None   |
| <b>Committee Action:</b>        | CAC: to be determined<br>TSMO: to be determined<br>TAC: to be determined<br>MAC: to be determined  |
| <b>Staff Recommendation:</b>    | Recommends approval to <b>re-support</b> the FDOT and the Lynx TAM targets, and recommends <b>support</b> the new Lynx Transit Safety Targets  |
| <b>Supporting Information:</b>  | These documents are provided at <b>Tab 3:</b><br><br>Performance Measures Information document<br><br>Resolution   |

# PM1: Safety



Florida Department of Transportation Office of Policy Planning

## MAP-21 Performance Management

April 2020

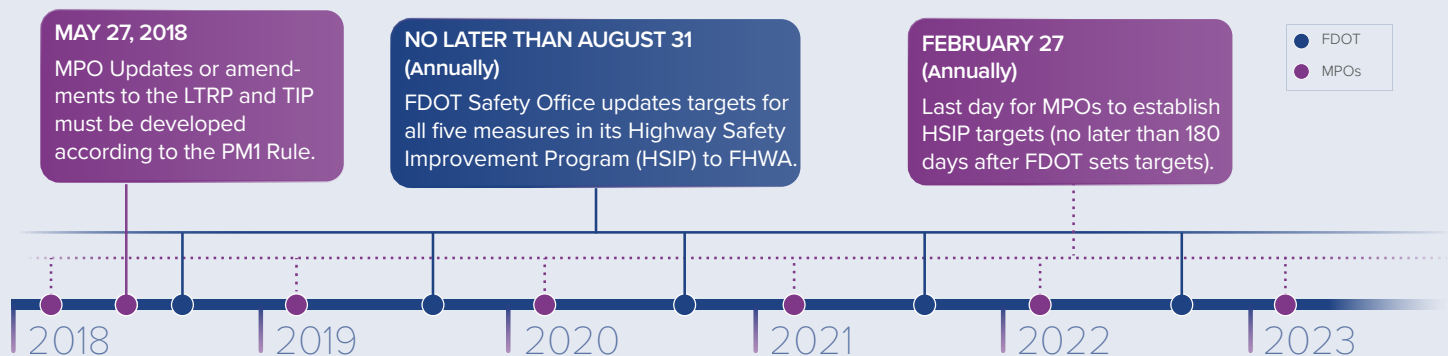
### OVERVIEW

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, the targets that the Florida Department of Transportation (FDOT) selected to meet them, and the role of the Metropolitan Planning Organizations (MPO) under this rule.\*

### PERFORMANCE MEASURES – APPLICABLE TO ALL PUBLIC ROADS

|  |  |   |
|--|--|---|
| <b>NUMBER OF FATALITIES</b>  | The total number of persons suffering fatal injuries in a motor vehicle crash during a calendar year.                                      | <b>COORDINATION WITH OTHER PLANS</b><br><br>Updates to FDOT's Florida Transportation Plan (FTP) and MPO's Long-Range Transportation Plans (LRTP) must include safety performance measures and targets.<br><br>Updates to Statewide Transportation Improvement Programs (STIP) and Transportation Improvement Programs (TIP) must include a description of how the STIP/TIP contributes to achieving safety performance targets in the FTP/LRTP. |
| <b>RATE OF FATALITIES</b>  | The total number of fatalities per 100 million vehicle miles traveled (VMT) in a calendar year.  |   |
| <b>NUMBER OF SERIOUS INJURIES</b>  | The total number of persons suffering at least one serious injury in a motor vehicle crash during a calendar year.                         |   |
| <b>RATE OF SERIOUS INJURIES</b>  | The total number of serious injuries per 100 million VMT in a calendar year.   |   |
| <b>NUMBER OF NON-MOTORIZED FATALITIES AND NON-MOTORIZED SERIOUS INJURIES</b> | The combined total number of non-motorized fatalities and non-motorized serious injuries involving a motor vehicle during a calendar year. |   |

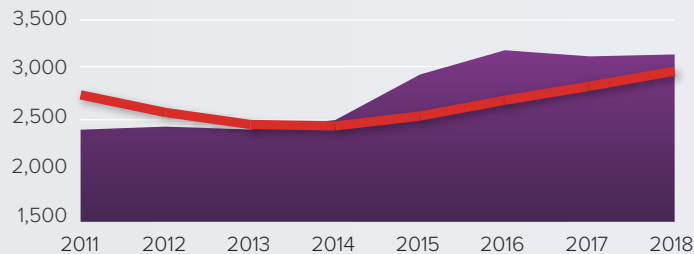
### TIMELINE



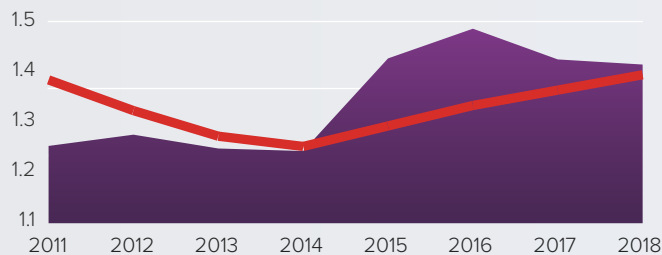
\* Please refer to the fact sheet addressing *MPO Requirements* for information about MPO targets and planning processes.

# EXISTING STATEWIDE CONDITIONS

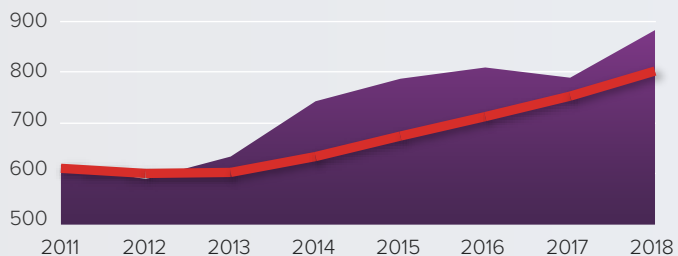
## ANNUAL FATALITIES



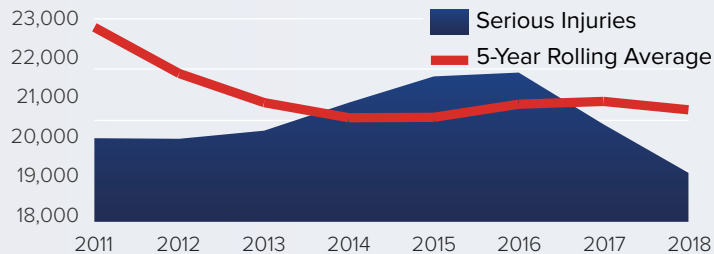
## FATALITY RATE (PER HUNDRED MILLION VMT)



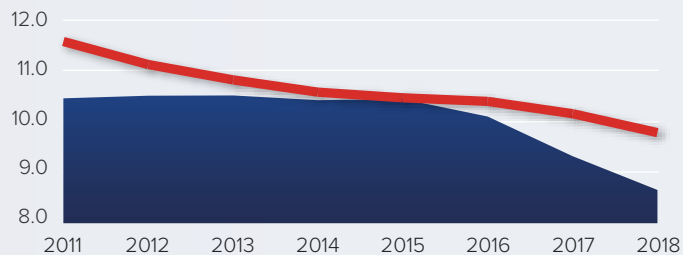
## NUMBER OF NON-MOTORIZED FATALITIES



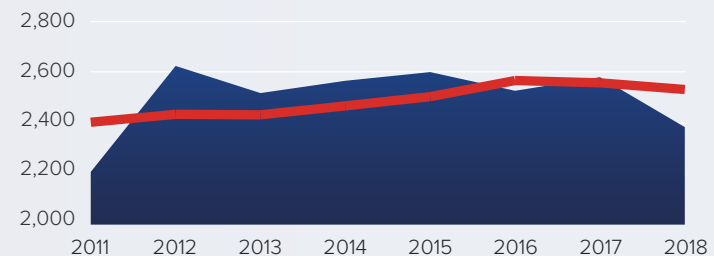
## ANNUAL SERIOUS INJURIES



## SERIOUS INJURY RATE (PER HUNDRED MILLION VMT)



## NUMBER OF NON-MOTORIZED SERIOUS INJURIES



Source: 2018 Florida Highway Safety Improvement Program.

## STATEWIDE TARGETS

- » FDOT annually establishes statewide safety targets for the following calendar year as part of the HSIP Annual Report, which must be submitted by August 31 each year.
- » 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**.

## MPO TARGETS

MPOs have the option of supporting the statewide targets or establishing their own targets for the MPO planning area. MPOs must set their targets within 180 days after FDOT sets the statewide targets. MPOs must annually update their targets by February 27 of each 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 assess MPO target achievement. However, FHWA and Federal Transit Administration (FTA) will review MPO adherence to performance management requirements as part of periodic transportation planning process reviews, including the Transportation Management Area (TMA) MPO certification reviews, reviews of adopted and amended LRTPs, and approval of MPO TIPs.

## FOR MORE INFORMATION PLEASE CONTACT

**Mark Reichert, Administrator for Metropolitan Planning**  
Florida Department of Transportation Office of Policy Planning  
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# PM2: Bridge and Pavement



Florida Department of Transportation Office of Policy Planning

## MAP-21 Performance Management

April 2020

### 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, the targets Florida Department of Transportation (FDOT) selected to meet them, and the role of the Metropolitan Planning Organizations (MPO) under this rule.\*

### PAVEMENT PERFORMANCE MEASURES

- » Percentage of pavements (by lane miles) on the Interstate System in **GOOD** condition.
- » Percentage of pavements (by lane miles) on the Interstate System in **POOR** condition.
- » Percentage of pavements (by lane miles) on the non-Interstate NHS in **GOOD** condition.
- » Percentage of pavements (by lane miles) on the non-Interstate NHS in **POOR** condition.

#### GOOD CONDITION

Suggests no major investment is needed.

### BRIDGE PERFORMANCE MEASURES

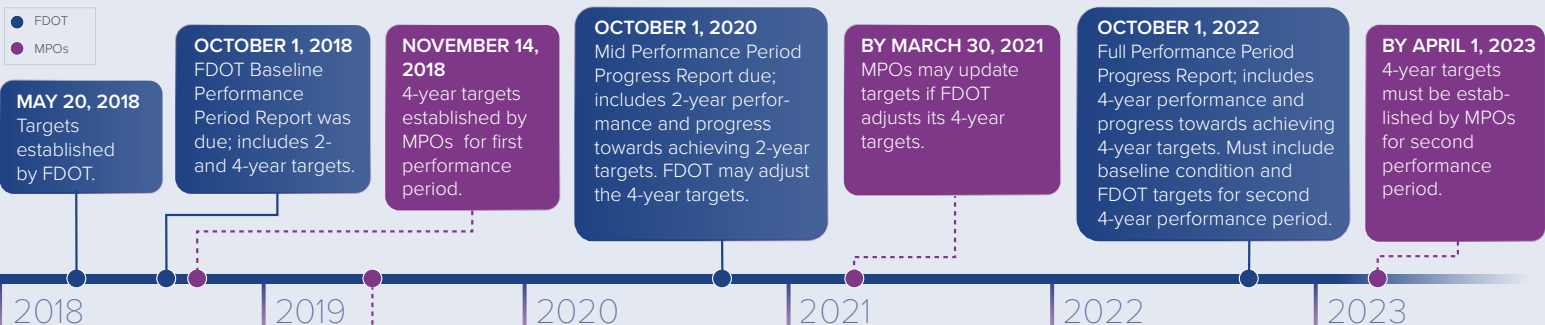
- » Percentage of NHS bridges (by deck area) classified as in **GOOD** condition.
- » Percentage of NHS bridges (by deck area) classified as in **POOR** condition.

#### POOR CONDITION

Suggests major investment is needed.

### TIMELINE

**FIRST** Performance Period  
(January 1, 2018 to December 31, 2021)



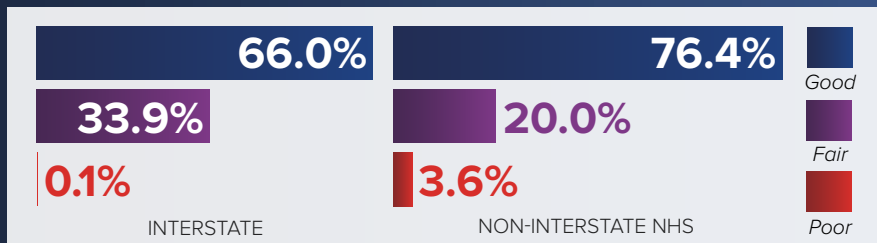
#### AFTER MAY 20, 2019

Updates or amendments to the Long-Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP) must be developed according to the PM2 Rule.

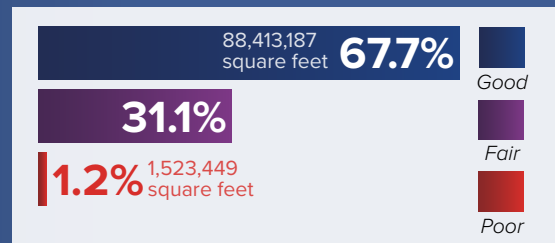
\* Please refer to the fact sheet addressing *MPO Requirements* for information about MPO targets and planning processes.

# EXISTING STATEWIDE CONDITIONS

## Pavement (Flexible and Rigid Combined)



## NHS Bridge (by Deck Area)



Source: FDOT.

## 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.

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

## MPO TARGETS

MPOs have the option of supporting the statewide targets or establishing their own targets for the MPO planning area. MPOs must set their targets within 180 days after FDOT sets the statewide targets. MPOs set pavement and bridge targets for the first performance period by November 14, 2018. If FDOT opts to adjust the 4-year targets as part of the mid-period performance report due October 1, 2020, the MPOs will have 180 days to determine if they choose to adjust their targets. FDOT will set the targets for the second 4-year performance period by October 1, 2022, after which the MPOs will have 180 days to set their targets.

## ASSESSMENT OF SIGNIFICANT PROGRESS

Beginning in 2020 and continuing every two years thereafter, FHWA will determine if 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.

Because two year targets were not required for Interstate pavement condition for the first performance period, FHWA will not assess significant progress toward these targets in 2020. Two year targets will be required for the second and subsequent performance periods. 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 Transportation Management Area (TMA) MPO certification reviews and reviews of adopted/amended LRTPs and TIPs.

## MINIMUM CONDITIONS

Every year, FHWA will assess if FDOT is meeting the following statewide 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



Florida Department of Transportation Office of Policy Planning

## MAP-21 Performance Management

April 2020

### OVERVIEW

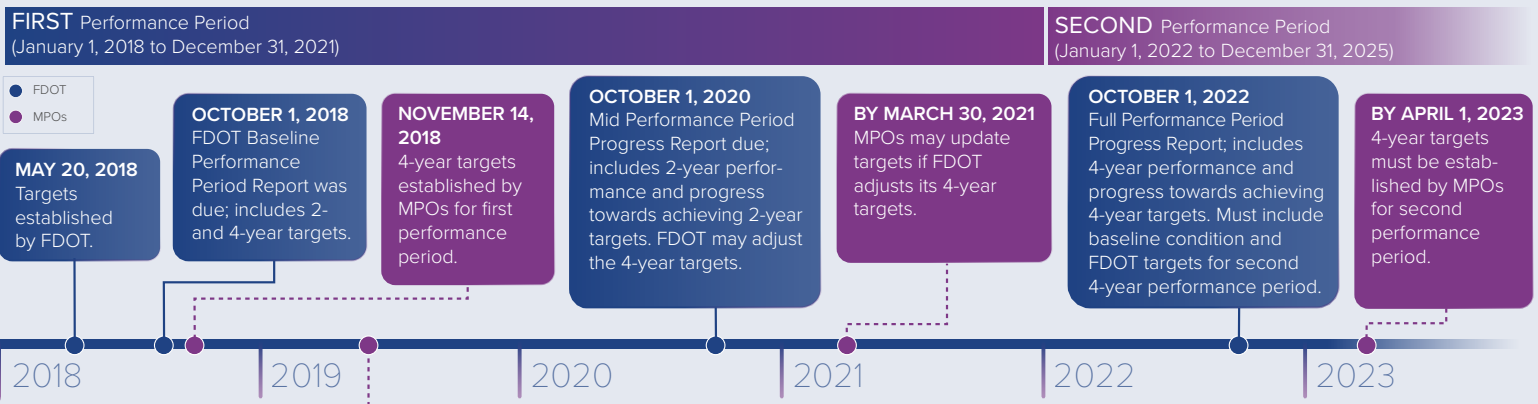
The third of the three performance measures rules issued by Federal Highway Administration (FHWA) became effective on May 20, 2017, establishing measures to assess the performance of the National Highway System (NHS), freight movement on the Interstate System, and Congestion Mitigation and Air Quality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

### 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                                    | Truck 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 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 Department of Transportation (DOT) or any of Florida's MPOs.*

### TIMELINE



#### AFTER MAY 20, 2019

Updates or amendments to the Long-Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP) must be developed according to the PM3 Rule.

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

# EXISTING STATEWIDE CONDITIONS

## INTERSTATE RELIABILITY

Percent of the person-miles traveled on the Interstate that are reliable



## NON-INTERSTATE NHS RELIABILITY

Percent of the person-miles traveled on the non-Interstate NHS that are reliable



## TRUCK RELIABILITY

Truck travel time reliability index (Interstate)



Note: A higher Interstate and non-Interstate NHS reliability percentage means greater reliability. However, a higher TTTR index means lower reliability.

Source: PM3 Report on Regional Integrated Transportation Information System (RITIS) platform using National Performance Management Data Research Data Set (NPMRDS)

## 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 end of calendar year 2019, while 4-year targets reflect anticipated performance at the end of 2021.

| Performance Measure            | 2-Year Target | 4-Year Target |
|--------------------------------|---------------|---------------|
| Interstate reliability         | 75%           | 70%           |
| Non-Interstate NHS reliability | Not required  | 50%           |
| Truck reliability              | 1.75          | 2.00          |

## MPO TARGETS

MPOs have the option of supporting the statewide targets or establishing their own targets for the MPO planning area. MPOs must set their targets within 180 days after FDOT sets the statewide targets. MPOs set system performance targets for the first performance period by November 14, 2018. If FDOT opts to adjust its 4-year targets as part of the mid-period performance report due October 1, 2020, the MPOs will have 180 days to determine if they choose to adjust their targets. FDOT will set its targets for the second 4-year performance period by October 1, 2022, after which the MPOs will have 180 days to set their targets.

## ASSESSMENT OF SIGNIFICANT PROGRESS

Beginning in 2020 and continuing 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.

Because two year targets were not required for non-Interstate reliability for the first performance period, FHWA will not assess significant progress toward these targets in 2020. Two-year targets will be required for the second and subsequent performance periods. If FDOT does not make significant progress toward achieving a reliability target, it must document the actions it will take to achieve the target. For the freight reliability measure, it must provide additional freight analysis and documentation.

FHWA will not assess MPO target achievement. However, FHWA and Federal Transit Administration (FTA) will review MPO adherence to performance management requirements as part of periodic transportation planning process reviews, including the Transportation Management Area (TMA) MPO certification reviews, reviews of updated and amended Long-Range Transportation Plans (LRTP), and approval of MPO Transportation Improvement Programs (TIP).

## FOR MORE INFORMATION PLEASE CONTACT

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# TRANSIT Asset Management



Florida Department of Transportation Office of Policy Planning

## MAP-21 Performance Management

April 2020

### 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 requirements for new State of Good Repair (SGR) performance measures and Transit Asset Management (TAM) Plans. This fact sheet describes these requirements and the role of the Metropolitan Planning Organizations (MPO) under this rule.

### STATE OF GOOD REPAIR PERFORMANCE MEASURES

Transit agencies are required to report transit asset performance measures and targets annually to the National Transit Database (NTD). Targets should be supported by the most recent condition data and reasonable financial projections.

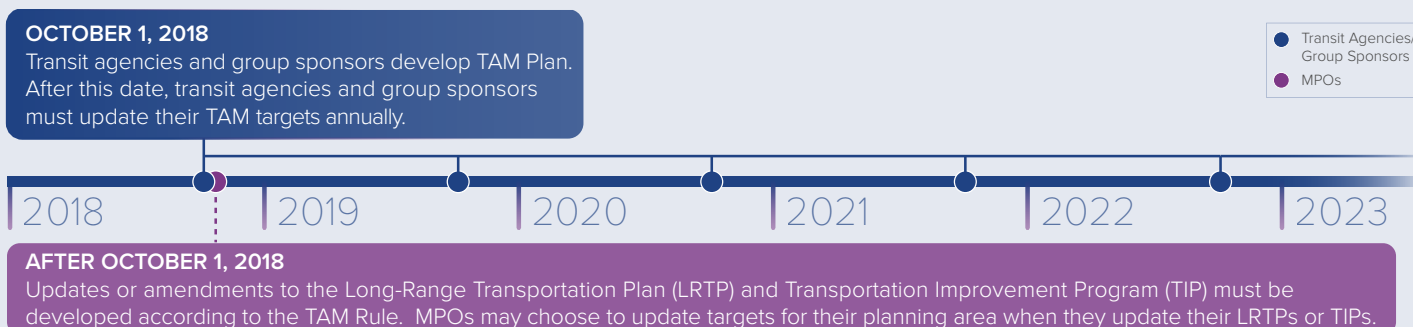
#### *Transit Asset Categories and Related Performance Measures*

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

**“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. Lifecycle investments have been met or recovered.

### TIMELINE



Transit providers set targets annually in October, January, or April, depending on the provider's fiscal year.

# TAM PLAN

By October 1, 2018 (two years from effective date of the Final Rule), Transit Asset Management Plans (TAM Plan) are required for all providers. These plans are either developed by the providers or by a group sponsor on behalf of multiple providers. These 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

Owns, operates, or manages either:

> = 101 vehicles in revenue service during peak regular service across **ALL fixed route** modes or **ANY one non-fixed route** mode

**OR**

Rail transit

### TIER II

Owns, operates, or manages either:

< = 100 vehicles in revenue service during peak regular service across **ALL non-rail fixed route** modes or in **ANY one non-rail fixed route** mode

**OR**

Subrecipient under the 5311 program

**OR**

Native American Tribe

## TAM Plan Elements

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

A **TIER I** provider must develop its own TAM Plan. The Tier I provider must make the TAM plan, annual targets, and supporting materials available to the state DOTs and MPOs that provide funding to the provider.

**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 (DOT) that pass FTA funds to subrecipients are required to be group TAM plan sponsors. The unified targets and narrative report for group plan participants are 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. The Florida Department of Transportation (FDOT) developed a group plan for all subrecipients in 2018. The plan included collective targets for subrecipients.

## MPO COORDINATION

Each public transit provider or its sponsors must share its targets with each MPO in which the transit provider operates services. MPOs are required to establish initial transit asset management targets within 180 days of the date that public transportation providers establish initial targets. However, MPOs are not required to establish transit asset management targets annually each time the transit provider establishes targets. Instead, subsequent MPO targets must be established when the MPO updates the Transportation Improvement Program (TIP) or Long-Range Transportation Plan (LRTP). When establishing transit asset management targets, the MPO can either agree to program projects that will support the transit provider's targets, or establish its own separate regional targets for the MPO planning area. MPO targets may differ from provider targets, especially if there are multiple transit agencies in the MPO planning area. MPOs are required to coordinate with transit providers and group plan sponsors when selecting targets to ensure alignment of targets.

FTA will not assess MPO progress toward achieving transit targets. However, the Federal Highway Administration (FHWA) and FTA will review MPO adherence to performance management requirements as part of periodic transportation planning process reviews, including the Transportation Management Area (TMA) MPO certification reviews, reviews of updated LRTPs, and approval of MPO TIPs.

## FOR MORE INFORMATION PLEASE CONTACT

**Mark Reichert, Administrator for Metropolitan Planning**

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# PUBLIC TRANSIT

## Safety Performance



## MAP-21 Performance Management

June 2020

### OVERVIEW

The Federal Transit Administration (FTA) has established requirements through 49 CFR 673 for Public Transportation Agency Safety Plans (PTASP) and related performance measures as authorized by the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21). This rule requires certain operators of public transportation systems that receive federal financial assistance under 49 U.S.C. Chapter 53 to develop and implement PTASP based on a Safety Management Systems (SMS) approach. Development and implementation of agency safety plans will help ensure that public transportation systems are safe nationwide. This fact sheet summarizes the requirements of this rule and the responsibilities of Florida's transit providers and Metropolitan Planning Organizations (MPOs) in implementing the rule.

### PUBLIC TRANSPORTATION AGENCY SAFETY PLANS (PTASP)

#### Federal Rule Applicability

|  |   |
|--|---|
| <b>RECIPIENTS AND SUB-RECIPIENTS OF FTA 5307 FUNDS</b> | FTA is deferring applicability for operators that only receive 5310 and/or 5311 funds.  |
| <b>SMALL PUBLIC TRANSPORTATION PROVIDERS (5307S)</b>   | Agencies: a) without rail; and b) with fewer than 101 revenue vehicles in operation during peak service may complete their own plan or have their plan drafted or certified by their state DOT. |

### PUBLIC TRANSPORTATION SAFETY PERFORMANCE MEASURES

#### FATALITIES

Total number of reportable fatalities and rate per total vehicle revenue miles by mode.



#### INJURIES

Total number of reportable injuries and rate per total vehicle revenue miles by mode.

#### SAFETY EVENTS

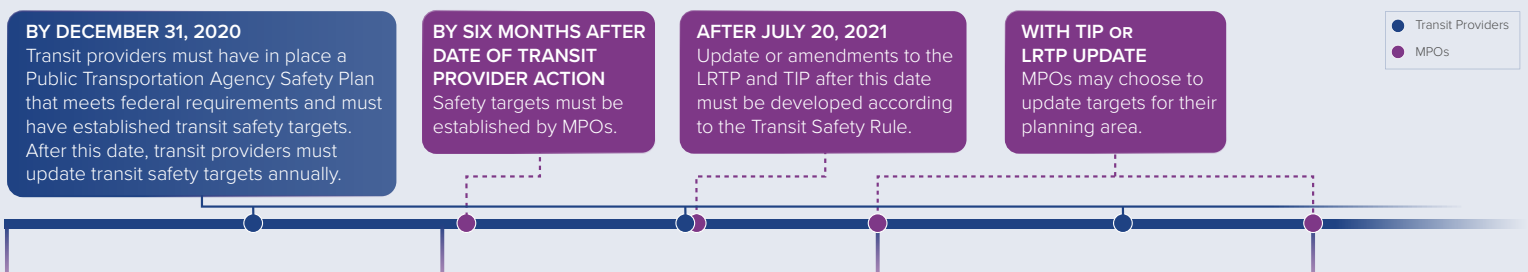
Total number of reportable events and rate per total vehicle revenue miles by mode.



#### SYSTEM RELIABILITY

Mean distance between major mechanical failures by mode.

### TIMELINE



# PTASP CERTIFICATION AND REVIEW

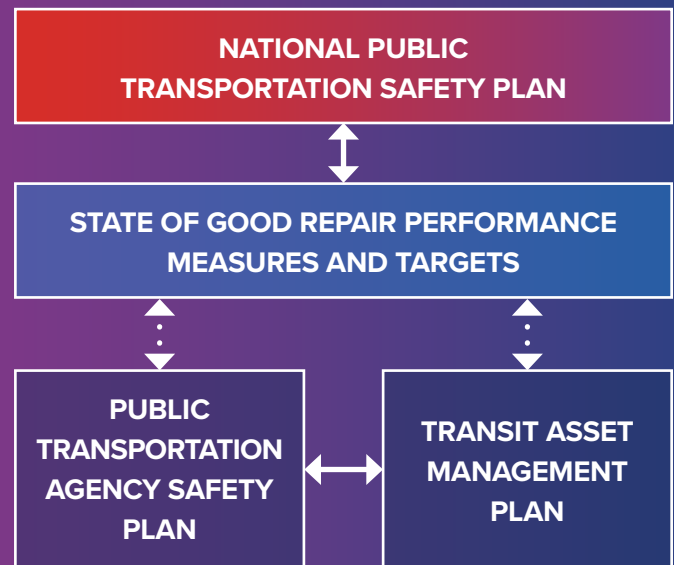
## RELATIONSHIP OF PTASP TO FLORIDA REQUIREMENTS

Florida requires each Section 5307 and/or 5311 transit provider to have an adopted System Safety Program Plan (SSPP) (Chapter 14-90, Florida Administrative Code). The FTA PTASP rule and Florida's SSPP requirements are similar, but have some differences. Because Section 5307 providers in Florida must already have a SSPP, FDOT recommends that transit agencies revise their existing SSPPs to be compliant with the new FTA PTASP requirements.

FDOT has issued guidance to providers to assist them with revising existing SSPPs to be compliant with the FTA requirements.

While the PTASP rule requires transit providers to establish safety performance targets, the SSPP does not.

## PTASP RELATIONSHIP TO OTHER FEDERALLY REQUIRED PLANS AND PRODUCTS



## REQUIREMENTS

### COORDINATION WITH METROPOLITAN, STATEWIDE, AND NON-METROPOLITAN PLANNING PROCESSES

- » Public transit providers will coordinate with FDOT and affected MPOs in the selection of transit safety performance targets.
- » Providers will give written notice to the MPO(s) and FDOT when the provider establishes transit safety targets. This notice will provide the established targets and the date of establishment.
- » MPOs that establish their own transit safety targets will coordinate with the public transit provider(s) and FDOT in the selection of transit safety performance targets. The MPOs will give written notice to the public transit providers and FDOT when the MPO establishes its own transit safety targets.
- » MPOs that agree to support a public transit provider's safety targets will provide FDOT and the public transit providers documentation that the MPO agrees to do so.
- » Public transit providers that annually draft and certify a PTASP must make the PTASP and underlying safety performance data available to FDOT and the MPOs to aid in the planning process.
- » Public transit providers will update the PTASP and establish transit safety targets annually. MPOs are not required to establish transit safety targets annually. Instead, subsequent MPO transit safety targets must be established when the MPO updates the TIP or LRTP.
- » If two or more providers operate in an MPO planning area and establish different safety targets for a measure, the MPO may establish a single target for the MPO planning area or establish a set of targets for the MPO planning area that reflect the differing transit provider targets.

## FOR MORE INFORMATION PLEASE CONTACT

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## **RESOLUTION NO. 21-02**

### **SUBJECT:**

### **Performance Management Measures and Targets for Safety, Travel Time Reliability, Bridge Condition, Pavement Condition and Transit Assets**

**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**, the Fixing Americas Surface Transportation Act, continuing Moving Ahead for Progress in the 21st Century's overall performance management approach, requires Transit Agencies 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 to address areas of concern for performance based planning within the metropolitan planning area; and

**WHEREAS**, MetroPlan Orlando wishes to establish its targets as those of the Central Florida Regional Transportation Authority (LYNX); and agrees to work with them to address areas of concern for performance based planning within the metropolitan planning area; and

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

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

Passed and duly adopted at a regular meeting of the MetroPlan Orlando Board on the 10<sup>th</sup> day of February, 2021.

**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.

\_\_\_\_\_  
Commissioner Viviana Janer, Chairwoman

Attest:

\_\_\_\_\_  
Cathy Goldfarb, Sr. Board Services Coordinator  
and Recording Secretary

**TAB 4**





## Board Action Fact Sheet

Meeting Date: February 10, 2021

Agenda Item: IX.C (Tab 4)

Roll Call Vote: No

|                          |  |     |  |
|--------------------------|--|-----|--|
| Action Requested:        | Approval of Draft Regional Transportation Systems Management & Operations (TSMO) Memorandum of Understanding (MOU), and authorizing the Executive Director to execute the final draft.   |     |  |
| Reason:                  | MetroPlan Orlando is lead on a regional program to develop and facilitate a multi-regional innovative planning effort to advance TSMO planning between the transportation planning agencies in Central Florida. The MOU will be made by and between MetroPlan Orlando, Forward Pinellas, Hillsborough MPO, Pasco County MPO, Polk County TPO, Sarasota/Manatee MPO, Space Coast TPO, and River-to-Sea TPO,   |     |  |
| Summary/Key Information: | Transportation Systems Management & Operations has become a vital and emerging discipline in transportation planning and is an effective alternative for mitigating the adverse effects of traffic congestion caused by crashes, special events, theme park events and weather. Moreover, for transportation systems in the 21 <sup>st</sup> Century, MPOs will need to further their capacity in this area through staff’s learned knowledge and understanding of its applications to improve the safety, efficiency and performance of the transportation system. MetroPlan Orlando received a State Transportation Innovation Council (STIC) Incentive Program award to support the Program.<br>. |     |  |
| 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:    | Approval   |     |  |
| Supporting Information:  | At Tab 4<br><br>Draft Regional Transportation Systems Management and Operations Program Memorandum of Understanding<br>Work Program Document: STIC Incentive Program   |     |  |

# **REGIONAL TRANSPORTATION SYSTEMS MANAGEMENT & OPERATIONS MEMORANDUM OF UNDERSTANDING**

Between

MetroPlan Orlando, Pinellas County MPO (dba Forward Pinellas), Hillsborough MPO, Pasco County MPO, Polk County TPO, Sarasota/Manatee MPO, Space Coast TPO, and River-to-Sea TPO

THIS MEMORANDUM OF UNDERSTANDING (MOU), dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between MetroPlan Orlando, and Forward Pinellas, Hillsborough MPO, Pasco County MPO, Polk County TPO, Sarasota/Manatee MPO, Space Coast TPO, and River-to-Sea TPO, all metropolitan planning agencies created by separate interlocal agreement and all operating pursuant to Section 339.175, Florida Statutes (hereafter referred to as the “the M/TPOs”)

## **RECITALS:**

**WHEREAS**, this MOU is for the purpose of facilitating cooperation and coordination of the Regional Transportation Systems Management & Operations (TSMO) Program in Central Florida; and

**WHEREAS**, TSMO is the application of multimodal transportation strategies and technologies intended to maximize the efficiency, safety, and utility of the existing transportation network; and

**WHEREAS**, TSMO includes a set of projects and strategies that use technology and real-time operational procedures, that when integrated at the state, regional and local levels, enhances the movement of people and goods, all with a positive impact on individual and national economic prosperity; and

**WHEREAS**, strategies, services or projects that have proven effective include:

- Work Zone Management;
- Traffic Incident Management;
- Special Event Management;
- Transit Management;
- Traffic Signal Coordination;
- Congestion Pricing; Active Transportation and Demand Management; and
- Integrated Corridor Management; and

**WHEREAS**, the application of Information and Communication Technologies (ICT) to manage and operate transportation systems will expand and evolve as more innovative solutions appear in transportation operations and planning, including connected and autonomous vehicles; and

*Updated 9.30.20: Draft MEMORANDUM OF UNDERSTANDING*

**WHEREAS**, for transportation systems in the 21<sup>st</sup> Century, M/TPOs will need to advance, further, and increase their capacity in this area through workforce development and understanding of TSMO applications to improve the safety, efficiency and performance of the transportation system; and

**WHEREAS**, since the M/TPOs provide support for and planning of individual TSMO programs at varying levels of maturity, and a means of establishing a regional cooperative approach to TSMO may facilitate regional mobility across planning boundaries in the I-4 Corridor; and

**WHEREAS**, a knowledge transfer opportunity exists in creating an innovative relationship among the M/TPOs to plan, fund and collaborate on TSMO strategies in Central Florida; and

**WHEREAS**, the M/TPOs each have by virtue of their creating interlocal agreements, Section 163.01(14), Florida Statutes, and Section 339.175(6)(j)1., Florida Statutes, the power to execute and implement an agreement or MOU for regional cooperation with regard to TSMO; and

**WHEREAS**, Section 339.175(6)(j)1., Florida Statutes, provides that:

(j)1. The Legislature finds that the state's rapid growth in recent decades has caused many urbanized areas subject to M.P.O. jurisdiction to become contiguous to each other. As a result, various transportation projects may cross from the jurisdiction of one M.P.O. into the jurisdiction of another M.P.O. To more fully accomplish the purposes for which M.P.O.'s have been mandated, M.P.O.'s shall develop coordination mechanisms with one another to expand and improve transportation within the state. The appropriate method of coordination between M.P.O.'s shall vary depending upon the project involved and given local and regional needs. Consequently, it is appropriate to set forth a flexible methodology that can be used by M.P.O.'s to coordinate with other M.P.O.'s and appropriate political subdivisions as circumstances demand; and

**WHEREAS**, the M/TPOs have determined that this MOU is a flexible method of coordination for a transportation project, namely the Regional TSMO Program,

**NOW, THEREFORE**, in consideration of the covenants herein to the other and of the mutual benefits to be realized by the parties hereto, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

**SECTION 1. Recitals.** Each and all of the above recitals (“WHEREAS”) are hereby incorporated herein.

**SECTION 2. Process.**

(a) MetroPlan Orlando has been active in collaborating with its partners to advance TSMO strategies for several years by: establishing TSMO as a business unit; enriching staff’s abilities to integrate TSMO alternatives investments; maintaining a formal TSMO Advisory Committee represented by planners and traffic engineers in the planning area; allocating resources to deploy projects in MetroPlan Orlando’s Transportation Improvement Program (TIP); mainstreaming TSMO in the transportation planning process; and cultivating local, state and federal “Champions”.

(b) As the agency initiating this process, MetroPlan Orlando proposes to advance their TSMO planning activities as described below.

1. A Work Plan, attached as Exhibit “A” to this MOU and incorporated herein by this reference into this MOU, provides a high-level description of the activities for the first year of this Program, terminating on December 31, 2021. The Work Plan will be modified, as needed, to suit each of the M/TPOs that is a party to this MOU. The Work Plan will be used to monitor the activities and progress on performance of the Regional Transportation Systems Management & Operations Program.

2. The parties to this MOU agree that each individual M/TPOs shall continue to have the authority to maintain autonomy to direct and to oversee their own TSMO activities, planning and strategies.

3. MetroPlan Orlando shall provide overall operational and administrative guidance for this program pursuant to this MOU. Technical and/or additional administrative support will be provided by existing staff from each respective M/TPOs. This MOU is not a commitment of funds by or to any M/TPO that is a party to this MOU on behalf of any other M/TPO that is a party to this MOU. When funding is needed by any M/TPO that is a party to this MOU to pursue an agreed upon project, program or activity within the spirit of this MOU, then the expectation and requirement is that the funding may be pursued by the one M/TPO only with the endorsement and support of another M/TPO, only if such endorsement and support has been approved by the governing board of the other M/TPO. Additionally, this MOU does not commit any M/TPO to any project or financial obligation. The M/TPOs understand that any and all approvals of a project, program and activity must first be obtained by the governing board of each M/TPO that is going to participate in said project, program, or activity, prior to any funding and commitment to any project, program or activity.

**SECTION 3. The Director.** The Director of TSMO pursuant to this MOU shall be unilaterally appointed, suspended, or removed by MetroPlan Orlando as it shall choose. Upon resignation, suspension or removal of any person as the Director, MetroPlan Orlando shall provide notice within ten (10) days to the other M/TPOs that are a party to this MOU. Thereafter, MetroPlan Orlando shall appoint a new person to serve as the Director and shall provide notice within ten (10) days to the other M/TPOs that are a party to this MOU. The initial Director pursuant to this MOU shall be Eric Hill.

**SECTION 4. Notice.**

(a) A notice or communication, under this MOU by one party, on the one hand, to other parties to this MOU shall be sufficiently given or delivered if dispatched by hand delivery, or by nationally recognized overnight courier (i.e. – Federal Express, United Parcel Services, electronic delivery, etc.) providing receipts, or by U.S. certified mail, postage prepaid, return receipt requested to:

Forward Pinellas  
310 Court Street  
Clearwater, FL 33756

Hillsborough MPO  
601 E. Kennedy Blvd., 18th Floor  
P.O. Box 1110  
Tampa, FL 33602

MetroPlan Orlando  
250 S. Orange Ave. Suite 200  
Orlando, FL 32801

Pasco County MPO  
West Pasco Government Center  
8731 Citizen Drive, Suite 230 New  
Port Richey, FL 34654

Polk TPO  
330 W. Church Street  
Bartow, FL 33830

River to Sea TPO  
2570 W International Speedway Blvd Ste. 120  
Daytona Beach, FL 32114-8145

Sarasota/Manatee MPO  
8100 15th Street East  
Sarasota, FL 34243-3248

Space Coast TPO  
2725 Judge Fran Jamieson Way, #B  
Melbourne, FL 32940

(b) Notices; Addresses; Time. Any M/TPO that is a party to this MOU may unilaterally change its addressee or address by giving written notice thereof to the other M/TPOs but the change is not effective against another M/TPO until the change notice is actually received by the other M/TPO. Notice given by U.S. certified mail, return receipt requested, properly addressed and with postage fully prepaid, is deemed given when deposited in the United States mails within the continental United States, if the notice is thereafter delivered in due course at the address to which properly sent. Notice given by overnight courier, service prepaid, properly addressed is deemed given when deposited with the courier within the continental United States, if the notice is thereafter delivered in due course at the address to which properly sent. Notice given by manual delivery is deemed given only when actually received by the recipient.

(c) Relay of Official Notices and Communications. If any M/TPO that is a party to this MOU receives any notice from a governmental body or governmental officer that pertains to this MOU, or receives any notice of litigation or threatened litigation affecting the MOU or a project, program, or activity being conducted pursuant to this MOU, the receiving party shall promptly send it (or a copy of it) to all other M/TPO parties to this MOU.

#### **SECTION 5. Governing Law; Interpretation; Severability; Attorneys Fees.**

(a) Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, without application of its conflict of law principles.

(b) Interpretation. All parties to this MOU have participated in the drafting of this MOU, and each party to this MOU has had an opportunity to avail itself of the advice of legal counsel. Consequently, no provision herein shall be more strictly enforced any party as the drafter of this MOU.

(c) Severability. Invalidity of any one of these covenants or restrictions or any part, clause or word hereof, or the application thereof in specific circumstances, by judgement, court order, or administrative hearing or order shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect.

(d) Attorneys' Fees. If any action or other proceeding is commenced to enforce or interpret any provision of this MOU, each party shall be responsible for their own attorneys' and paralegals' fees.

#### **SECTION 6. Term of MOU; Admission to or Withdrawal from MOU.**

(a) This MOU shall have an initial term of one (1) non-calendar year, from , 202x, to , 202x. This MOU shall automatically renew in each subsequent year, unless terminated at least sixty (60) days prior to any renewed term; provided, that in no event shall this MOU have a term beyond September 30, 2025. During 2025, the parties to this MOU may review, revise, and sign a new MOU, if so desired.

(b) Notwithstanding sub-section (a), any party may terminate its participation as a party to this MOU for its convenience at any time upon sixty (60) calendar days prior written notice to the other parties, without liability, penalty or obligation, including but not limited to financial commitments.

(c) Notwithstanding other provisions in this MOU, additional parties may be admitted

as parties to this MOU by amendment to the MOU approved and executed by all parties then a party to this MOU.

**SECTION 7. Effective Date; Counterpart Signature Pages.**

(a) This MOU shall become effective on \_\_\_\_\_, 2020, and each party that has executed this MOU by said date shall be deemed a party to this MOU.

(b) This MOU may be executed in counterparts, each of which shall be deemed an original. Any such counterparts shall constitute one and the same instrument. This MOU shall become effective only upon Effective Date and delivery of this Agreement by the parties hereto.

**IN WITNESS WHEREOF**, the parties hereto have caused this Memorandum of Understanding to be signed in their respective names by their authorized representatives, all duly attested to by their respective Agency Clerks.

Signed, sealed, and delivered in the presence of:

**METROPLAN ORLANDO:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**FORWARD PINELLAS:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**HILLSBOROUGH MPO:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**PASCO COUNTY MPO:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**POLK COUNTY TPO:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**SARASOTA/MANATEE MPO:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**SPACE COAST TPO:**

BY: \_\_\_\_\_

**RIVER TO SEA TPO:**

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

BY: \_\_\_\_\_  
\_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**Proposal to the  
Federal Highway Administration (FHWA)  
State Transportation Innovation Council (STIC) Incentive Program  
For  
I-4 Corridor Coalition  
Prepared by MetroPlan Orlando**

## **Description**

This proposal is to develop an Interstate (I-4) Corridor Coalition as a multi-regional innovative planning effort to advance Transportation Systems Management and Operations (TSMO).

This corridor qualifies as a Megaregion according to the report, *Defining U.S. Megaregions* on the Federal Highway Administration (FHWA) website.<sup>1</sup> The Coalition is proposed between the following **Stakeholders** that have a significant role in implementing transportation planning in Central Florida. They include:

- Florida Department of Transportation
  - Central Office
  - District One
  - District Five
  - District Seven
  - Florida Turnpike Enterprise (FTE)
- MPOs/TPOs
  - MetroPlan Orlando
  - River To Sea
  - Space Coast
  - Polk
  - Hillsborough
  - Forward Pinellas
  - Sarasota-Manatee
  - Pasco

As a sub-recipient to the Florida Department of Transportation (FDOT) for the use of the State Transportation Innovation Council (STIC) Incentive Program funds, MetroPlan Orlando will coordinate the integration of multi-jurisdictional collaboration, planning and research of TSMO strategies into MPO/TPO practices and procedures; work with the other MPOs/TPOs in the I-4 Corridor to enhance the role of TSMO in meeting

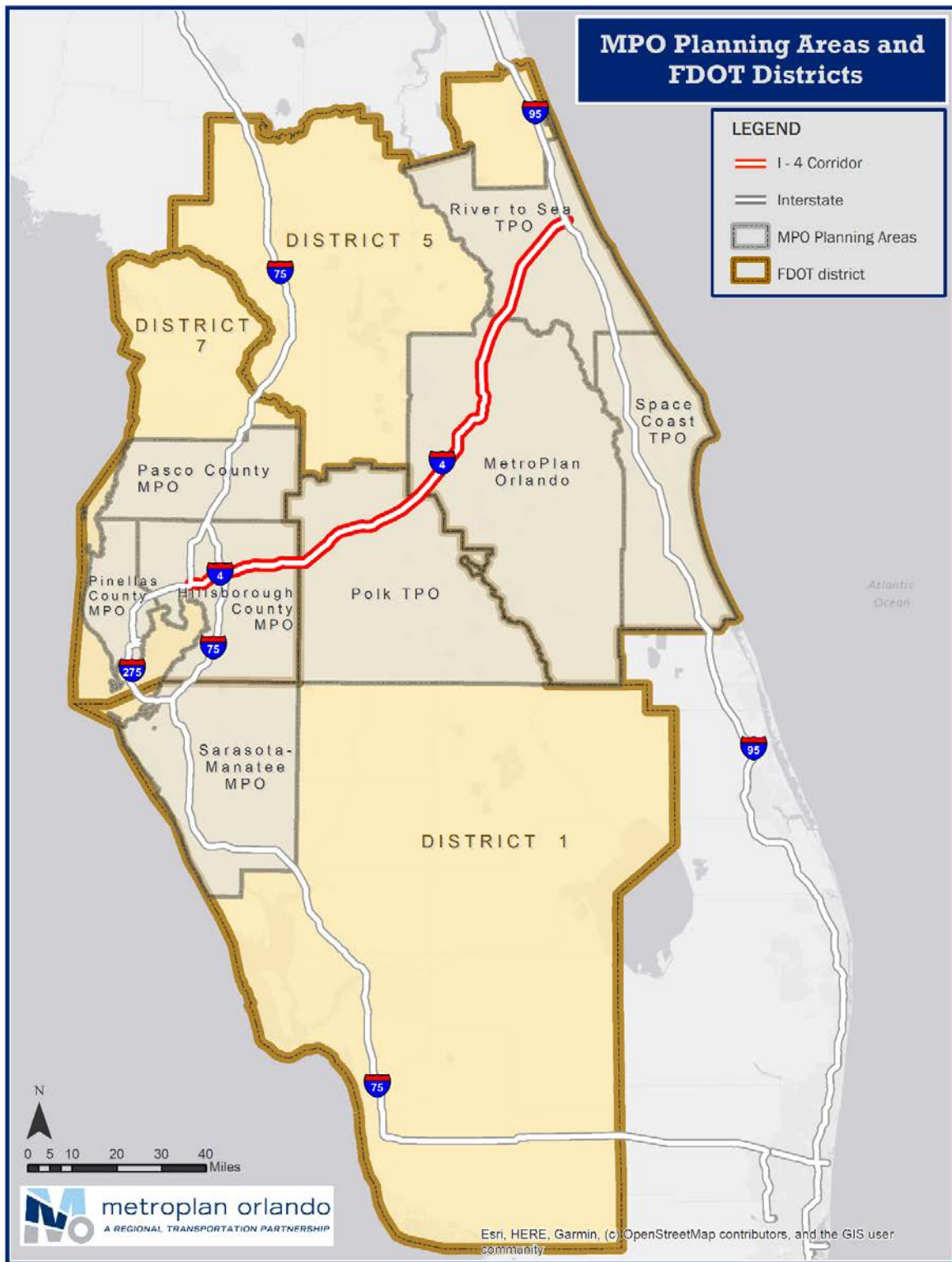
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<sup>1</sup> [https://www.fhwa.dot.gov/planning/megaregions/what\\_are/](https://www.fhwa.dot.gov/planning/megaregions/what_are/)

mobility demands and safety concerns; and provide assistance as needed to cultivate a culture at the MPOs to enable a methodology for supporting TSMO projects. It is anticipated the Coalition will showcase the benefits of exercising TSMO in a Mega-Region. Lastly, this concept will follow the framework used for establishing the I-75, I-81 and I-95 Corridor Coalitions for improving communication and coordination among the transportation partners. The focus will be the exchange of information to plan and guide mobility needs throughout the I-4 corridor using TSMO strategies.

A map of the planning agencies and FDOT Districts is provided in Figure 1 below.

Figure 1



*Note: FDOT Central Office and FTE are not shown on map.*

- **Background**

Residents, commuters and visitors traveling in the I-4 corridor are directly impacted by both daily and incident-related congestion on I-4 and surface roadways in the corridor. When incidents occur on I-4 blocking lanes, arterial roadways are flooded with cars and trucks trying to find a way around the delay. This by-passing traffic causes congestion, delay, safety and environmental problems within the corridor on parallel roads impacting local communities. Following are the key issues that require immediate attention:

1. Operational issues:

- One full closure every six (6) days
- Average of three (3) lane closing events per day

2. Safety issues:

- Referred to as “most dangerous highway in America” - ABC News, November 2017
  - Segment limits: west side of Tampa to I-4 Ultimate Improvement Project in Orlando
- Experiences an average of 17 fatal crashes per year

3. Economic issues:

- Florida experienced record tourism in 2018 with over 127 million visitors, most of whom visit in the Orlando and Tampa areas.
  - 4-Percent increase from 2017
- Florida’s major tourism is along I-4 which includes theme parks and beach activities in Tampa, Orlando, Cocoa Beach, and Daytona Beach.

Transportation Systems Management and Operations has become a vital and emerging discipline in transportation planning and is an effective alternative for mitigating the adverse effects of traffic congestion caused by crashes, special events, theme park events and weather. This is a result of the application of information and communication technologies (ICT) to manage and operate transportation systems. With the rise of connected and autonomous vehicles, ICT applications will expand and evolve as more innovative solutions and strategies appear in transportation operations and planning. Moreover, for transportation systems in the 21<sup>st</sup> Century, MPOs will need to further their capacity in this area through staff’s learned knowledge and understanding of its applications to improve the safety, efficiency and performance of a transportation system.

As a three county MPO, MetroPlan Orlando has been active in championing TSMO strategies for several years. This has been accomplished by: establishing TSMO as a business unit; enriching staff's abilities to integrate TSMO alternatives into investment planning; maintaining a formal TSMO Committee represented by planners and traffic engineers in the planning area; incorporating projects in our Transportation Improvement Program (TIP); and mainstreaming TSMO in the transportation planning process. Additionally, we have been successful in educating our Stakeholders on TSMO applications and benefits and to developing advocates on our Policy Board and among our State and Federal Legislators.

While MetroPlan Orlando provides an illustration of the opportunities for advancing TSMO through the planning process, it has enabled the agency to collaborate on local and regional strategies through the TSMO Consortium that is maintained by FDOT District Five. It is envisioned that a similar collaborative process can be accomplished through the STIC grant in Central Florida and can help advance the state of TSMO planning and project implementation among participating MPOs/TPOs.

- **Objective**

A knowledge transfer opportunity exists in creating an innovative relationship between MPOs/TPOs and FDOT Districts 1, 5 and 7 to develop or enhance the application of TSMO strategies in Central Florida.

MetroPlan Orlando is proposing, through a cooperative agreement between the agencies that participate, to assign Eric Hill, Director of TSMO for MetroPlan Orlando to manage the work of the Coalition. Mr. Hill is nationally recognized for his achievements in bringing TSMO to the vanguard of transportation planning and has been a leader in a variety of efforts toward integrating TSMO in the State of Florida. He is currently serving as an expert on the Federal Highway Administration (FHWA) Office of Operations project, Mainstreaming TSMO. He also currently serves on the Technical Advisory Committee for the National Operations Center of Excellence (NOCOe).

It is anticipated that the structure in place at MetroPlan Orlando could serve as a model for the Stakeholder MPOs/TPOs to practice. Thus, potentially leading to the creation of TSMO business units and formal committees at each of the MPOs, or a working group among the MPOs/TPOs and FDOT Districts in the Coalition as determined by the respective agencies. It is anticipated that this will lead to TSMO alternative strategies for the corridor.

This effort fits together nicely with the established relationship between the Central Florida MPO Alliance and the Tampa Bay Area Chairs Coordinating Committee. It also enhances the work underway by the Central Florida Autonomous Vehicles Partnership and developments by the FDOT to improve connectivity between transportation

jurisdictions in the FDOT Districts 1, 5, 7 and FTE to manage traffic better using existing capacity and emerging technologies.

Significant or widespread interest in solving transportation-related problems by sharing information on research, planning, technology resources and lessons learned is key to developing a successful TSMO program. This has been a popular means for State DOTs, commercial entities, and FHWA program offices to avoid duplicative efforts and achieve common goals. Pooling planning resources reduces costs and results in the efficient use of taxpayer dollars.

Lastly, given recent conversations regarding revenue forecasts and challenges in delivering ambitious Strategic Intermodal System (SIS) projects, the STIC grant will foster projects that improve efficiencies within the corridor, thereby reducing the dependence upon costly infrastructure improvements.

- **Resource Allocation**

MetroPlan Orlando is fully committed to providing the resources to cover the salary and overhead for Mr. Hill's proposed responsibilities under this arrangement and match requirements.

## **End Product/Result**

A significant amount of work is anticipated in the areas of research and analysis of TSMO strategies, culture, decision-making, and information management that will lead to the integration and mainstreaming of TSMO throughout MPOs/TPOs and local agencies. This will include development of a business case for mainstreaming TSMO, identification of key aspects of and factors in mainstreaming with examples of successful initiatives and research. These findings will be shared with the MPOs/TPOs, municipalities, counties, operating agencies both within and outside the Coalition through white papers, case studies, videos, outreach materials and webinars.

To better understand the dynamics involved with setting up and managing a Corridor Coalition, the STIC grant will be used to conduct a Peer Exchange including Stakeholders members and members of existing Corridor Coalitions. Peer exchanges have proven to be an effective and efficient forum to transfer knowledge across the transportation profession and generate innovative strategies to address complex challenges. Peer exchanges offer a unique opportunity to not only engage in discussion and share experiences and lessons learned, but also identify potential strategies and solutions for including advancing new research, connecting agencies with technical assistance, and other activities that foster collaboration and partnerships.

As stated earlier in the Background Section, these undertakings may include sharing of studies and resources, project planning, research, staff enrichment, and creating a culture for TSMO such as promoting a “Champion” for TSMO among elected Stakeholders. The Coalition will be developed through a Memorandum of Understanding, Interlocal Agreement or Partnerships Agreement between the agencies.

FDOT and MetroPlan Orlando staff will work with the MPO/TPO Directors and staff and conduct a literature review to best evaluate the performance of the Coalition. Effective performance should be based on outcomes over which the Coalition has control, such as information sharing and expansion of TSMO programs. Qualitative measures include the extent to which the Coalition helped to foster strong working relationships and increased communication between the FDOT, MPOs, counties and cities on TSMO activities.

Lastly, I-4 corridor is host to several event venues and attractions, e.g. March Madness, Pro Bowl, Spring Break, major college bowl games, Bike Week and Super Bowl. Widely accepted data show that events contribute to approximately five percent of traffic congestion on roadways. Thus, the corridor provides a living laboratory for TSMO strategies that can mitigate congestion caused by events and provide data to enhance the complete trips of guests and residents. Besides the work envisioned for the MPOs and FDOT, it is highly probable for additional research opportunities to blossom out of the Coalition’s potential partnership with the National Institute for Congestion Reduction (NICR) at CUTR. This could include developing a TSMO curriculum as part of the Engineering, Planning and Political Science Programs.

### **Eligibility Requirements**

A copy of the MetroPlan Orlando Cost Allocation Plan is provided in Appendix A. The Plan meets the requirements of Title 2 Code of Federal Regulations (CFR) part 200, including financial management standards and audits.

### **Project Readiness**

This project is “shovel ready.” Staff assigned to this project will start work after notification of approval.

### **Reporting Requirement**

MetroPlan Orlando will meet all reporting requirements of the Florida STIC and FHWA Division Office.

## Budget and Cost

A preliminary amount of STIC incentive funding requested and commitment of other funding for managing the Coalition is provided below in Table 1. The budget justification reflects staff labor and expenses for 12 months.

**Table 1**  
**Preliminary Budget and Cost**

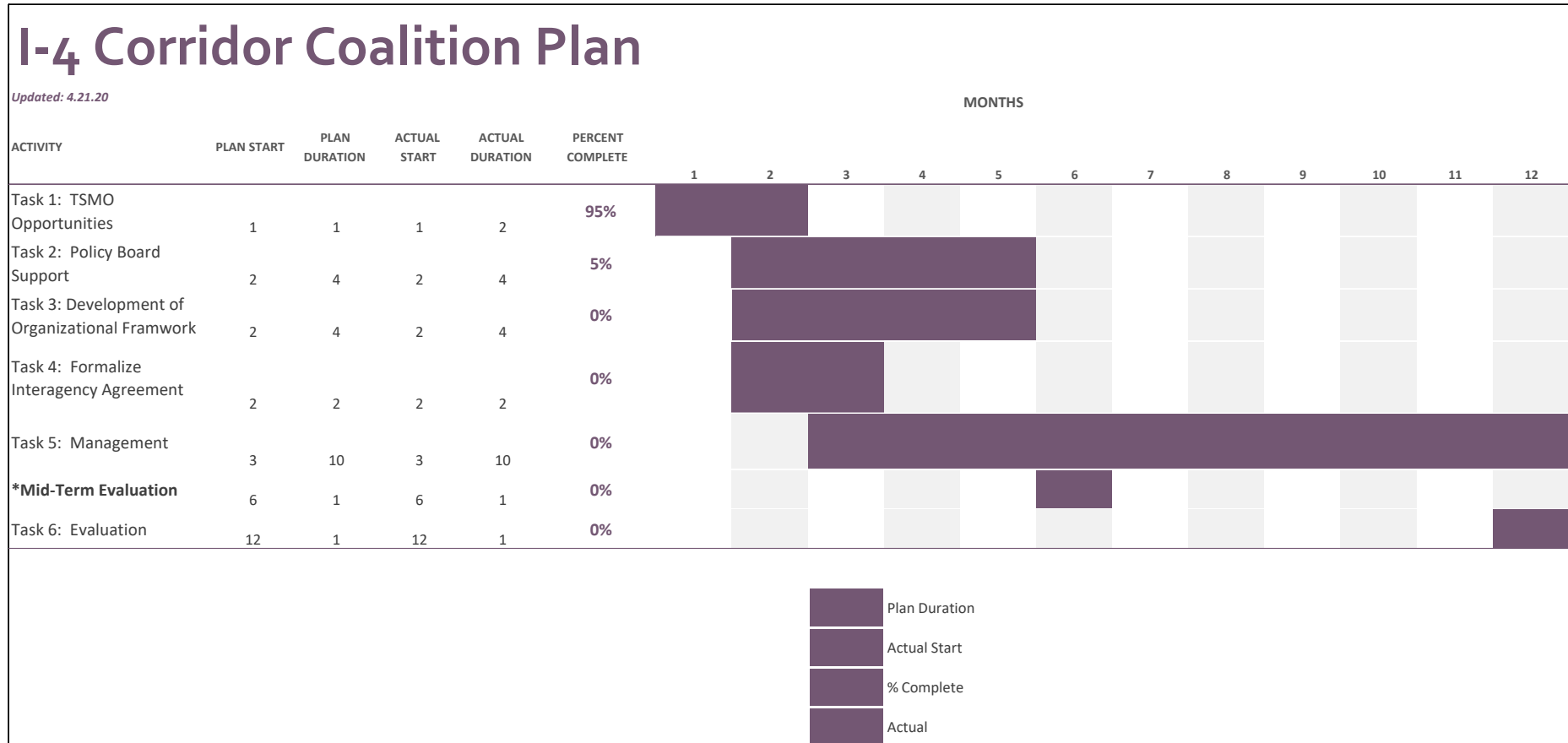
| Project Name                                     | Multi-Jurisdictional Approach to Transportation Systems Management and Operations (TSMO) Planning |
|--|---|
| MetroPlan Orlando Project Cost (FY 2019-FY 2021) | \$ 25,000   |
| <i>Commitment of other Funds</i>                 | \$ TBD  |
| STIC Funds                                       | \$ 100,000  |
| Total Federal Funding                            | \$ 100,000  |
| % Match Request                                  | 20%   |

A work plan, including Tasks and project schedule are provided below in Table 2 and Figure 2. It provides a high-level description of the activities for the first year of the Coalition Plan. The activities in the Plan will be modified, as needed, to suit each of the MPOs under the agreement of the Coalition Plan. It will be used by staff to monitor the activities and progress on performance of the Plan. Lastly, it shows the Tasks, Action Steps, Responsible Party/ Partner and Completion Dates.

**Table 2  
Coalition Plan**

| TASKS  | Action Steps   | Responsible Party/Partner            |
|--|--|--------------------------------------|
| Task 1:<br>Regional TSMO Opportunity               | <ul style="list-style-type: none"> <li>The MetroPlan Orlando staff will conference with Stakeholders for clarity on the need.</li> </ul>   | MetroPlan Orlando staff              |
| Task 2:<br>Policy Board and Leadership Support     | <ul style="list-style-type: none"> <li>Discussion with Stakeholders to gain support from leadership and Board Members.</li> <li>Discussions with Stakeholders or presentation on benefits of resource sharing and successful programs.</li> </ul>  | Stakeholders and staff               |
| Task 3:<br>Development of Organizational Framework | <ul style="list-style-type: none"> <li>Discussion with Stakeholders to agree on an organizational framework.</li> <li>Development of framework</li> <li>Leverage Capability Maturity Model (CMM) to evaluate opportunities to improve TSMO effectiveness.</li> <li>Identify "Champions".</li> <li><i>Job description for MetroPlan Orlando Director of Regional TSMO</i></li> </ul>  | MetroPlan Orlando staff/Stakeholders |
| Task 4:<br>Formalize Interagency Agreement         | <ul style="list-style-type: none"> <li>Review and discuss the following: agreements; logistics; allocation of time; level of responsibility; reporting arrangement; term length; resources, accountability, evaluation, etc.</li> <li><i>Agreements modeled after existing agreements for state agencies in the State of Florida, or can be modeled after existing agreements in other states and transportation jurisdictions.</i></li> </ul> | Stakeholders; Legal Counsel          |
| Task 5:<br>Management                              | <ul style="list-style-type: none"> <li>Facilitate meetings and discussions.</li> <li>TSMO Program Plan Framework: strategic; programmatic; and tactical.</li> <li>Document outcomes and activities.</li> </ul>   | Stakeholders                         |
| Task 6:<br>Evaluation                              | <ul style="list-style-type: none"> <li>Panel evaluation (3)</li> <li>Measurements developed under Task 4.</li> </ul>   | Select Panel of Stakeholders         |

Figure 2



# **APPENDIX A**

## **COST ALLOCATION PLAN**



# COST ALLOCATION PLAN

Fiscal Year 2020-2021

# INTRODUCTION

## SCOPE

Indirect costs are those costs that benefit common activities and, therefore, cannot be readily assigned to a specific direct cost objective or project. In order to recover indirect costs, organizations such as MetroPlan Orlando must prepare cost allocation plans (CAPs) and maintain them on file for review and, if requested, submit them to the Federal cognizant agency, or directly to the Grantor(s) if requested, for indirect cost negotiation for approval. The following report explains our indirect cost plan and contains documentation for that system's basis. Organizations such as MetroPlan Orlando, by their nature, experience many accounting complexities. During the fiscal year, new grants may be added which were not included in the original budget. Some grants have fiscal years that do not correspond to MetroPlan Orlando's fiscal year. Problems such as these make the drawing of an overall budget difficult and complicate the bookkeeping process since some costs must be carried over more than one fiscal year to enable MetroPlan Orlando to report the grant expenditures correctly. It also causes many difficulties in the allocation of expenses. Since MetroPlan Orlando's financial makeup is based entirely on grants, matching funds, and partnership funds, the general overhead costs of maintaining the office must be shared by all sources of income.

2 CFR §200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" known as the "Super Circular" defines, among other things, the cost accounting policies associated with the administration of Federal awards by non-profit organizations, states, local governments, and Indian tribal governments. Federal awards include Federal programs and cost-type contracts and may be in the form of grants, contracts, and other agreements. 2 CFR §200 indicates indirect costs of metropolitan planning organizations and local governments are allowable if supported by a cost allocation plan and indirect cost proposal approved in accordance with the provision of the 2 CFR §200. The cost allocation plan and indirect cost proposal shall be updated annually and retained by the MPO or local government, unless requested to be submitted to the Federal cognizant or oversight agency for negotiation and approval, for review at the time of the audit required in accordance with the 2 CFR §200.

## OBJECTIVE

One of the objectives of 2 CFR §200 is to establish principles for determining the allowable costs incurred by state, local, Federally-recognized and Indian tribal governments under grants, cost reimbursement contracts, and other agreements with the Federal Government. The principles are for the purpose of cost determination and are not intended to identify the circumstances or dictate the extent of Federal or other governmental unit participation in the financing of a particular program or project. The principles are designed to provide that Federal awards bear their fair share of costs recognized under these principles, except where restricted or prohibited by law. A cost is allocable to a particular cost objective if the goods or services involved are chargeable or assignable to such cost objective in accordance with the relative benefit received. Direct costs are those that can be identified specifically with a particular final cost objective. 2 CFR §200 provides means by which all grants may be charged a portion of those costs which are necessary to the operation of an organization but cannot be specifically identified as a cost of those grants. Indirect costs are those incurred for a common or joint purpose benefiting more than one cost objective, and not readily assignable to the cost objectives specifically benefited, without effort disproportionate to the results achieved. Indirect costs generally include general administrative costs such as the executive director's office, general accounting, payroll, etc., and facility costs such as rental costs and operations and maintenance costs that are not treated as direct costs. This document provides for the establishment of a "cost pool" where indirect costs may be accumulated and then prorated to various cost objectives on a reasonable and equitable basis. All direct costs will be charged directly to the appropriate cost objective, and the indirect costs will be accumulated in an account called the "Indirect Cost Pool." Within this cost pool, expenses will be broken down by selected items of cost. Through the indirect cost rate, these indirect costs are prorated back to the cost objectives.

A cost allocation is simply a process which sets out the projected direct costs, the projected indirect costs, and the projected base for allocation of these costs, thus arriving at an indirect cost rate for those costs. By using an indirect cost pool, the total cost of the pool for the year is related to the total base for the year and

assures all funding sources of their share regardless of when the program took place or when certain overhead charges were incurred during the year. The result is a distribution to all programs operating in the agency during the year on the same basis. Cost allocation amounts and distribution rates are recalculated on a year-to-date basis each time the books are closed at the end of the month. The result is a distribution of actual year-to-date cost allocation amounts, thus eliminating the need for year-end adjustments. Cost allocation locks enable the organization to finalize allocation amounts for a program when the program ends and to direct any adjustment in amounts to other allowed programs or to general operating local funds. The agencywide audit can test the pools and test the allocations. The organization's indirect cost rate is a ratio between total indirect costs and the direct personnel costs (salary, leave and fringe benefits). The organization has chosen personnel costs as the basis for proration because man hours for a particular project or task requires additional resources for that particular project or task. Our organization has only one major function, transportation planning, with all functions and products grant-eligible and personnel-intensive. This allocation method most appropriately charges the cost to the particular cost objective in accordance with the relative benefit received. All capital, all grant-ineligible or unallowable costs and all travel costs are charged to local general operating funds as direct costs.

This Cost Allocation Plan should provide a fair and equitable method for allocating indirect costs.

## DIRECT VS. INDIRECT POLICY STATEMENT

The policy for determining which costs are direct and which are indirect is dependent on the definition contained in 2 CFR §200. Indirect costs are those (a) incurred for a common or joint purpose benefiting more than one cost objective and (b) not readily assignable to the cost objectives specifically benefited, without effort disproportionate to the results achieved. Using this basic principle, determination can be made for each expense.

Personnel Costs – Using the timesheet as a tool, time worked on any specific grant can be charged as a direct cost to that grant by using each employee's chargeable rate. All staff time is directly charged under this method. However, it is possible that there may be some job functions that cannot be charged to a specific program because the time expended is of benefit to all the programs in general and so should be considered indirect. Temporary contractual labor occasionally used to cover for temporary receptionist and secretarial absences may fall in this category and be charged to programs on an indirect basis. Indirect personnel costs are charged to the Indirect Cost Pool and charged out along with other indirect expenses. Other temporary contractual labor used to staff a permanent position vacancy is charged directly to the task on which they work, the same as the permanent position staff would charge their time.

At some future time, some of the work in the administrative category such as a portion of the work performed by the Executive Director; some of the time of the Director of Regional Partnerships; most duties of the Finance Department members; some secretarial and community relations personnel costs, where not directly chargeable to a specific grant, may be charged to programs on an indirect basis as well. Presently all of this is charged as a direct cost to local general operating funds when not specifically allocable to a specific grant.

Fringe Benefits – Fringe benefits are allowances and services provided to employees as compensation in addition to regular salaries and wages and include employer expenses for Social Security, Medicare, worker compensation insurance, pension, health, dental, vision, disability and term life insurance, unemployment insurance benefits, and personal and holiday leave time as required by the personnel policy. Personal leave is accrued as earned and charged to the appropriate program based on total regular salaries. All other fringe costs are accumulated in a fringe benefit cost pool and allocated based on total salary and leave costs.

Pension costs – Pension costs, a set percentage of salary under a defined contribution plan, are accrued as earned and charged to the fringe benefit cost pool. All pension costs are funded bi-weekly. Forfeitures due to non-vested terminations serve to reduce the current year contribution.

Rent – All rent for office space and parking for employees is charged as an indirect cost. All the common areas, such as hallways, storage areas and reception area, and the use of conference or meeting rooms, are fragmented and indirect by nature. Space used by planners is indirect because the use increases directly with increases in the number of personnel performing planning functions, and most planners work on some phase of all grants. Finance, administrative and marketing personnel are all support staff to all members of the organization and, thus, space occupied by them is chargeable to all grants.

Rent that is paid for any other purpose, such as parking validation stickers or occasional rental of City parking spaces or other facilities, is charged out to local funds as a direct cost to general office operations expense.

Audit – An annual audit by an independent CPA firm is a requirement of the organization and is for the general benefit of all programs. The audit fee is either charged to local general operating funds as a direct charge or prorated to grants and/or local fund sources on the basis of the dollar amount of expenditures of the grant to total dollar amount of expenditures for the organization times the total audit cost for the period audited. Staff personnel costs associated with the audit are direct charged to local general operating funds and grants.

Computer Operations – Annual license fees, maintenance contracts for accounting software applications, Internet access, website fees, and e-mail accounts are charged as indirect costs through the indirect cost pool. Computer support on the LAN is charged to the indirect pool, as the servers are used by all staff. Since the indirect pool is spread based on personnel costs, this, in effect, spreads these costs based on usage of the system. Purchase of computer hardware equipment, additional memory, software/programs, etc., are charged as direct costs to local general operating funds.

Dues and Memberships – Dues and memberships for the organization at large are charged directly to the applicable grant or local fund task item where applicable. For example, the membership dues for the organization at large to the American Public Transportation Association could be charged to the grant-related task line item, while the dues to a local chamber of commerce, or any dues for an individual membership, would be paid as a direct charge from local funds to a line item.

Legal Fees – Legal fees related to administration of the program, attendance at Board meetings, advice on contracts and issues are charged as direct costs to local general operating funds. Costs may be charged directly to a task item as appropriate based on direct hours charged, for example, review of a contract award for a particular service.

Seminars and Conference Registrations – The costs of seminars and conference registrations and training for employee development are either charged as direct costs to the local general operating funds or may be charged to the appropriate related grant.

Pension Administration – The annual cost charged by the pension administrator should be applied as an indirect cost and spread to all grants based on the salary, leave and fringe charged to that grant. Under our current plan, there are no employer administrative costs, as we have a defined contribution plan, and these administrative costs are passed through to the individual. However, should management incur other administrative costs, such as professional assistance for actuarial or IRS issues, these may be charged as indirect.

Computer Software – The purchase of computer software is charged to local general operating funds as a direct cost.

Pass-Through Expense – These are expenditures listed in the Unified Planning Work Program as direct awards to subrecipients for particular task items and are charged accordingly as direct costs in the applicable grants.

Consultants – Consultant costs are directly charged to the task item in the grant as budgeted for the service provided.

Repair and Maintenance – General repair and maintenance of equipment and leasehold improvements are charged as direct costs to local general operating funds.

Advertising/Public Notice – Public notice advertising is charged directly to the task item based on the charge for the subject of the advertisement.

Awards and Promotional Expense – Recognition plaques for citizens, Committee and Board members, and promotional items are charged as direct costs to local general operating funds only.

Contributions – Contributions are charged only to local general operating funds as direct costs after approval of the contribution by the MetroPlan Orlando Board. These are never charged to grants.

Education Reimbursement – Full-time, permanent employees are allowed reimbursement for job-related educational courses, limited to three courses per term after successful completion with a passing grade of "C" or equivalent. These costs are charged as direct costs to local general operating funds only.

In-Kind Service – The value of donated services of technical and professional personnel may be used to meet cost sharing or matching requirements when allowed under the specific grant document. When used, this shall be charged as a direct cost based on salary and fringe benefit cost as allowed under the grant, with a portion of the indirect cost pool allocated proportionately.

Other Miscellaneous Expense – This category is used for expenditures which do not fit any of the above or below categories. Charges will be as a direct cost to local general operating funds.

Books, Publications and Subscriptions – This expense line item is for charging generally direct costs, most of which are from local funds. The maintenance of a library is for general use of the entire organization and the public and is accessible to anyone, thus making these charges Community Outreach eligible costs. Journals from various organizations are for the benefit of the entire organization. However, any dues, publications or subscriptions that are limited to the needs of a specific grant would be directly charged to that grant. Also included in this expense line item is the Organization's cable subscription, which is direct charged to Local operating funds.

Equipment Rent/Maintenance – The organization's machine rental and maintenance expenditures are covered under maintenance contract agreements. This expense covers rental on any temporary equipment, operating leases on all copier equipment, mail machine and maintenance on all office and audio/visual equipment. This maintenance does not increase the value or appreciably extend the life of the equipment, but rather keeps it in good operating condition. The maintenance of office equipment benefits everyone in general, and it would be impossible to calculate each grant's use of some of the various pieces of equipment. Thus, this is charged through the indirect cost pool. Due to the immateriality of the cost of copies and current postage usage, all copier and postage charges from leased equipment are charged to the indirect cost pool.

Office Supplies – By their nature, office supplies are consumable expenses that are not readily assignable to a specific grant because of a disproportionate amount of time involved to determine each program's use. Many of the supplies used also benefit all the programs in general. This account code includes pens, toner, copier paper, letterhead, etc. Most are charged as direct costs to local funds due to the difficulty in allocating to grants. A percentage of copier paper for large jobs, such as copy paper for printing the UPWP, and an estimated amount for each standing committee's agenda packets is charged to the appropriate line item in a grant. This also includes the cost of refreshments for public or committee meetings, which are paid from local funds only.

Graphic Printing/Binding – Some graphic supplies are purchased as general office supplies above. Supplies purchased for use on a specific program are charged as a direct expense to that program, i.e., custom covers for a particular publication such as the Transportation Improvement Program. This account is generally for out-of-house graphic printing and binding. Printing for a specific program is a direct charge and is determined by actual cost, for example, the Annual Report. Some printing is for general benefit (i.e., general office forms) and is charged to local general operating funds.

Telephone – The monthly service charges for all land-line, cell phone and long-distance costs are considered indirect, both because they are not readily assignable and because there is a large part of this cost which is for all programs in general (for instance, phones used by administration, staff assistants, public affairs personnel, etc.).

Postage – Most postage charges are considered direct costs and are charged as determined by the use of the postage log kept as mail is run through the postage meter. Some postage is for general use, such as administrative correspondence, vendor payables, purchase orders, etc., which is charged to local general operating funds but could be charged through the indirect cost pool in the future.

Travel – This expense is charged as a direct cost to local general operating funds only.

Insurance and Bonding – This expense covers General Liability/Fire and Casualty policies and bonding costs, etc. All of these policies are maintained for the general benefit of the organization and are indirect expenses, except for the charges related to the elimination of recourse endorsement on the fiduciary liability policies for the Organization's pension and deferred compensation plan policies, which are charged to local general operating funds. Worker compensation expense is charged through the fringe benefit cost pool.

Interest Expense – Under GASB Statement number 87 (Leases), most leases must be capitalized on the balance sheet as an asset of the organization and an amortization schedule must be maintained to reduce the asset over the life of the lease. Because of this requirement, MetroPlan Orlando accounts for the principal portion of each lease payment under Rent or Equipment Rent/Maintenance while the interest is accounted for under Interest Expense. Because all of the leased property and equipment are charged as indirect expenses, the interest portion of those expenses are also charged as indirect expenses as allowed by 2 CFR 200.449.

Contractual & Temporary Services -- Contractual temporary employment expenses are charged as direct costs to the appropriate grant or to local general operating funds when possible and are discussed under Personnel Costs above. All other contractual expenses are direct charges to the appropriate grant or to local general operating funds as direct costs.

Equipment and Furniture -- Fixed assets with a purchase price greater than \$1,000 are purchased by the organization from local general operating funds and expensed to the Equipment and Furniture account. Purchase costs are recovered from the projects by a generally accepted method of depreciation, which is charged directly to a local operating line item. Almost all assets purchased fall into this group. Where the asset is required for a particular project (example: a tradeshow exhibit for use in Community Outreach activities), the depreciation or use charges may be charged directly to that project using local funds, over an appropriate life/project period. Assets having general usage, such as desks, chairs, computers and file cabinets, may in the future be depreciated through the indirect pool using a generally accepted method of computing depreciation or usage charge. There is no intent to convert to a usage charge in the near future, but should future budgets dictate, we wish to maintain the option.

Contingency -- Contingency is for local general operating funds only and is used for unexpected budgetary needs during the year, providing an available cash reserve for emergencies or unexpected projects.

Community Relations Sponsorships -- This account is used for monetary support of various community• related events, expos, conventions, etc. All such sponsorships are charged as direct costs to local general operating funds.

Small Tools/Office Machinery -- This account is used to account for non-capitalized equipment and tools, and these purchases are charged as direct costs to local general operating funds.

## CERTIFICATE OF COST ALLOCATION PLAN

This is to certify that I have reviewed the cost allocation plan submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal dated May 13, 2020, to establish cost allocations or billings for Fiscal Year 2020 -2021 are allowable in accordance with the requirements of 2 CFR §200 and the Federal award(s) to which they apply. Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

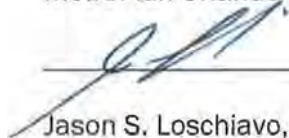
(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

I declare that the foregoing is true and correct.

Governmental Unit:

MetroPlan Orlando

Signature:



Name of Official:

Jason S. Loschiavo, CPA


Title:

Director of Finance and Administration

Date of Execution:

5/13  
\_\_\_\_\_, 2020

Approved:



Gary Huttman

Executive Director

**TAB 5**





## **Board Action Fact Sheet**

**Meeting Date:** Feb. 10, 2021

**Agenda Item:** IX. D (Tab 5)

**Roll Call Vote:** No

**Action Requested:** Approval of 2021 State Legislative Priorities and Positions

**Reason:** Provides direction to staff and our legislative consultants (Peebles, Smith and Matthews, P.A.) on our top priorities, items that are to be supported and items that are to be monitored during the 2021 legislative session. Also allows us to work with members of our legislative delegation, affiliated organizations and business partners on topics of mutual interest.

**Summary/Key Information:** The MetroPlan Orlando Board's Executive Committee met January 6, 2021 to develop a draft list of legislative priorities and positions. Input was also requested from MetroPlan Orlando's Committees during the January/February series of meetings.

The Board will be asked to discuss and provide direction on key legislative issues as well as authorization to expand the role of the Board's Executive Committee to address legislative issues that may occur during the legislative session.

**MetroPlan Budget Impact:** None

**Local Funding Impact:** None

**Committee Action:**

|       |                               |
|-------|-------------------------------|
| CAC:  | Previewed January 27, 2021    |
| TSMO: | Previewed January 22, 2021    |
| TAC:  | Previewed January 22, 2021    |
| MAC:  | Will preview February 4, 2021 |

**Staff Recommendation:** Recommends approval

**Supporting Information:** Draft 2021 Legislative Positions and Priorities

## 2021 Legislative Priorities and Positions

DRAFT As of January 6, 2021

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### Top priorities:

- Seek funding for further expansion of the Best Foot Forward pedestrian safety program
- Change existing laws to include bicyclists as vulnerable road users (cyclists) in current Move Over Law (316.126 F.S.)

### We support legislation that:

- Adds an exception to F.S. 934.50 which authorizes use of drone technology for traffic incident management and/or emergency response.
- Protects the State Transportation Trust Fund.
- Protects Transportation Disadvantaged funding for paratransit (ACCESS LYNX) service.
- Establishes flexible and predictable funding for transit projects (capital and operating) identified through the metropolitan transportation planning process by removing various funding limitations for the State Transportation Trust Fund (STTF).
- Provides flexibility in the use of local option discretion taxes such as Charter County & Regional Transportation System Surtax and the Local Government Infrastructure Surtax.
- 

Allows Strategic Intermodal System (SIS) funds to be used on roads and other transportation facilities not designated on the SIS if the improvement will enhance mobility or support freight transportation on the SIS. *(NOTE: This item also includes consideration of TSMO projects that enhance mobility.)*

- Funds the Transportation Regional Incentive Program (TRIP) at a predictable level of \$250 Million per year.
- Supports the advancement of innovative transportation mobility solutions and policies that make Florida the national leader in creative approaches to addressing transportation needs, including Autonomous, Connected, Electric, and Shared vehicle technology.
- Adds provisions to Florida's Sunshine law that allows public meetings to be conducted virtually during a declared state of emergency. **(NEW)**

**Monitor legislation that:**

*(These items will be discussed in detail at the February board meeting to ascertain the board's position of Support, Oppose, or Take No Position.)*

- Regulates distracted driving by prohibiting the use of handheld two-way electronic wireless communications devices and other similar distracting handheld devices while operating a motor vehicle on any roadway. (Previously opposed)
- Seeks to alter, revise, or rescind Red Light Camera legislation (previously opposed)
- Seeks to mandate changes to mid-block crossing designations. (previously monitored)

**Executive Agency Action Item(s): (NEW)**

- Recognizes that federal metropolitan transportation planning funds shall not be regarded as state funds for purposes of expenditure.

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Contact(s):

Gary Huttman, Executive Director, (407) 481-5672 x319

Virginia L. Whittington, Director of Regional Partnerships, (407) 497-1536

**TAB 6**





metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

February 10, 2021

To: Commissioner Viviana Janer, Board Chairwoman  
MetroPlan Orlando Board Members

From: Gary Huttman, Executive Director

Subject: Executive Director's Report

- I met with Mr. Michael Cigelis of Brightline on December 10
- I had a spotlight interview for the REINS Mentoring App on December 15
- I participated in the AMPO Policy Committee Virtual Meeting
- I met with Board Member Good on December 22
- I met with Loreen Bobo from FDOT on December 30 to discuss work program issues
- I met with Board Member Mayor Nelson on December 30
- I attended the Orange County Legislative Delegation Meeting on January 5
- I participated in the MetroPlan Executive Committee meeting on January 6
- I met with Chairwoman Janer on January 7 to discuss the Board's draft outline for 2021
- I met with Commissioner and new Board Member Booth from Osceola County on January 7
- I met with the Tom Nolan, the new Sanford Orlando Airport CEO on January 8
- I met with Ryan Matthews on January 12, as a follow up to our January 6 Executive Committee meeting to discuss additional legislative issues
- I participated in the bi-weekly team call on January 14 with the Brightline staff, Orange County and City of Orlando
- I met with FDOT D5 Secretary Perdue on January 15
- I had a virtual meeting on January 15 with Orange County Commissioner Wilson
- I attended the GOAA Board Meeting on January 20
- I attended the TSMO Meeting on January 22
- I attended the TAC Meeting on January 22
- I attended the CAC Meeting on January 27
- I attended the MPOAC Meeting on January 28
- Staff participated in Session 1 of the Florida Metropolitan Planning Partnership on February 2
- Staff participated in Session 2 of the Florida Metropolitan Planning Partnership on February 4
- I attended the MAC Meeting on February 4
- I attended the CFCRC Meeting on February 4

- I met with Osceola County Director of Transportation on February 4
- Staff attended Session 3 of the Florida Metropolitan Planning Partnership on February 5
- I met with Commissioner Uribe for a February Agenda review on February 4
- I met with Commissioner Dallari for a February Agenda review on February 4
- I met with Commissioner Janer for a February Agenda review on February 9
- I met with Mayor Woodruff for a February Agenda review on February 5
- I met with Mayor Demings for a February Agenda review on February 5

#### Omnibus Appropriations Bill vs. Continuing Resolution Passed

- The Omnibus Appropriations Bill passed to carry the federal government through FY 2021 rather than another short term CR.
- The FDOT has \$1.8B in obligating authority
- There is an additional \$470M coming to FDOT in the way of COVID relief
- \$89M of this will be suballocated to some of the MPOs in the state, including MetroPlan Orlando

#### FDOT

I met with the FDOT District 5 Secretary on January 15 to discuss the work program in anticipation of their presentation to the MetroPlan Orlando Board on February 10

#### MPOAC Institute

- There are two ways for board members to receive this training
- There will be a live, but virtual, curriculum offered on March 19-20
- The second live, but virtual session will be April 23-24
- They have also developed an on line version of the class
- It consists of 5 videos of an hour plus in length—totals about 6 hours
- It will include the opportunity to register for virtual Q/A sessions
- Attendees would have access to content for 6 months



## *Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

719 S. Woodland Boulevard  
DeLand, Florida 32720-6834

KEVIN J. THIBAUT, P.E.  
SECRETARY

### **Orange/Osceola County Project Status Update as of December 22, 2020**

The following is a brief status update on major FDOT road construction projects in Orange and Osceola counties as of the December cutoff. The next cutoff date is January 17, 2021.

Information is also available on [www.cflroads.com](http://www.cflroads.com). For questions, please contact Anna Taylor at 386-943-5499 or via email at [Anna.Taylor@dot.state.fl.us](mailto:Anna.Taylor@dot.state.fl.us).

#### **Upcoming projects:**

##### **439880-2 Orange County Pedestrian Lighting Bundle B**

- Contract E50A5
- Contractor: Chinchor Electric, Inc.
- Project Cost: \$319,000
- Estimated Start: February 2021
- Estimated Completion: Spring 2021

##### **439880-7 Orange County Pedestrian Lighting Bundle G**

- Contract T5638
- Contractor: Powercore, Inc.
- Project Cost: \$394,000
- Estimated Start: January 2021
- Estimated Completion: Summer 2021

##### **441021-1 S.R. 53/U.S. 192 Resurfacing from west of S.R. 417 to Bamboo Lane**

- Contract E51A5
- Contractor: Preferred Materials, Inc.
- Project Cost: \$6.4 Million
- Estimated Start: January 2021
- Estimated Completion: Spring 2022

##### **439237-1 & 441146-1 S.R. 535 (Apopka-Vineland Road) Resurfacing from south of International Drive to south of Hotel Plaza Boulevard**

- Contract E5Z93
- Contractor: The Middlesex Corporation
- Project Cost: \$9.3 Million
- Estimated Start: January 2021
- Estimated Completion: Spring 2022

## **Current projects:**

### **407143-4, 407143-5 & 407143-6 S.R. 482 (Sand Lake Road) from west of International Drive to east of Florida's Turnpike and International Drive from Jamaican Court to north of Sand Lake Road**

- Contract T5552
- Project Start: October 2016
- Estimated Completion: Early 2021
- Contractor continues to work on paving friction course in the area of Sand Lake Road and International Drive. Striping crew is working daytime and will continue with permanent striping. Signal work at John Young Parkway, Universal Boulevard and International Drive is ongoing. Concrete crews are working to complete all sidewalk and curb deficiencies from International Drive to Universal Boulevard. Handrail installation is also ongoing.

### **239496-3 S.R. 423 (John Young Parkway) Widening from S.R. 50 to Shader Road**

- Contract T5538
- Project Start: January 2018
- Estimated Completion: Early 2021
- Final paving continues on the project. There are also crews working on erosion control, sign installation, maintenance of traffic, and final punch list items.

### **437341-1 S.R. 435 (Kirkman Road) Resurfacing from north of S.R. 482 (Sand Lake Road) to south of S.R. 408 (excluding north of International Drive to Major Boulevard)**

- Contract T5628
- Project Start: August 2019
- Estimated Completion: Spring 2021
- Contractor continues to work on sidewalk and curb reconstruction. Trench drain installation in the Metrowest area should begin sometime next month. Additionally, crews are installing sod and restoring spalled areas on a box culvert.

### **439133-1 S.R. 15 (Conway Road) and S.R. 552 (Curry Ford Road) Intersection Improvements**

- Contract E50A0
- Project Start: August 2020
- Estimated Completion: Early 2021
- Contractor is working on pedestrian signals, traffic signalization, curb ramps, drainage, and resurfacing.

### **239714-1 S.R. 600/U.S. 17-92 Widening from west of Poinciana Boulevard to Ham Brown Road (C.R. 535)**

- Contract E5Z33

- Project Start: February 2019
- Estimated Completion: Spring 2022
- Contractor is working on embankment, drainage, mixing stabilized subgrade throughout the project, and excavating a ditch near the southeast corner of U.S. 17-92 and Poinciana Boulevard.

**437543-1 U.S. 441 Resurfacing from north of Tyson Creek Bridge to U.S. 192**

- Contract E50A4
- Project Start: May 2020
- Estimated Completion: Early 2021
- Contractor is working on final paving and miscellaneous punch list items.

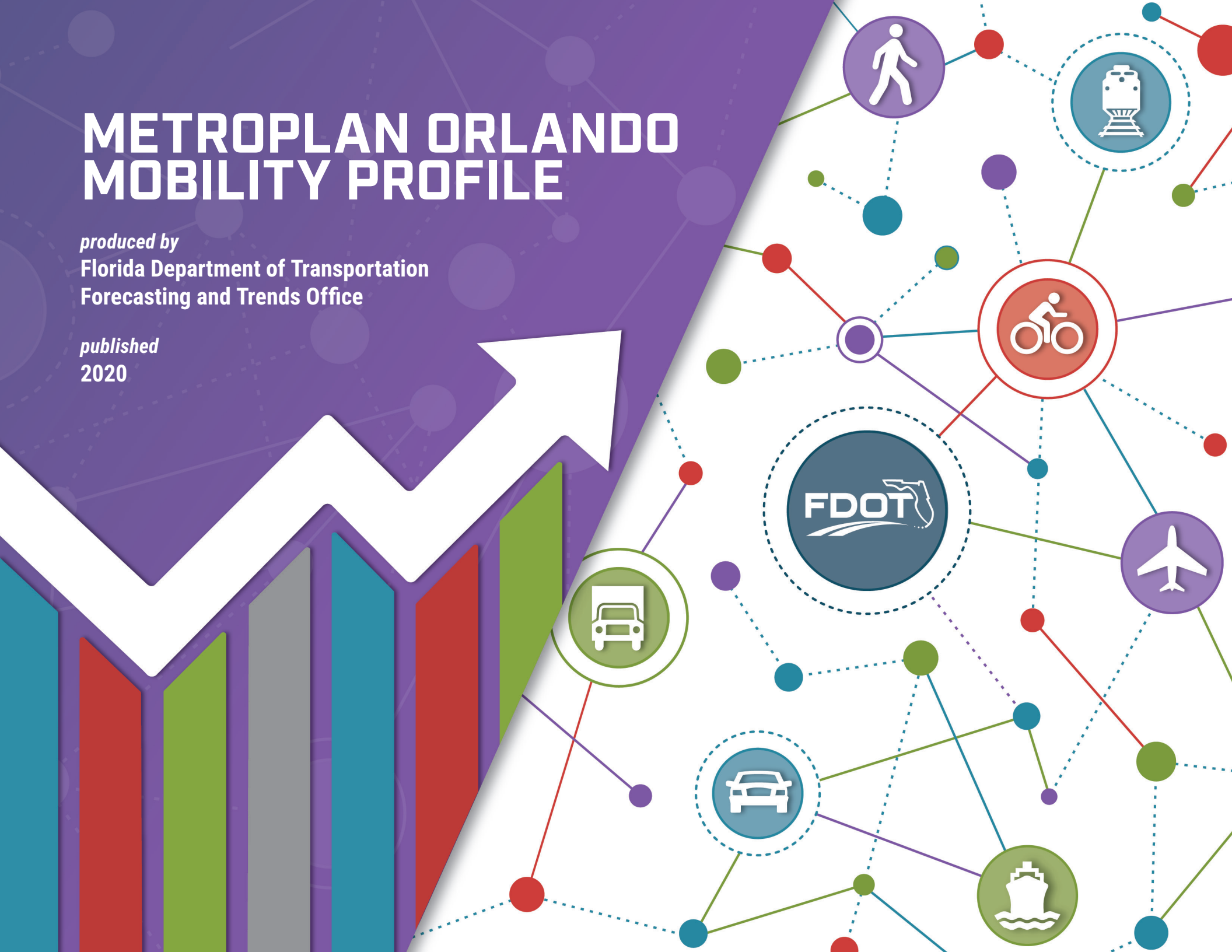
**439885-1 Osceola County Pedestrian Lighting Bundle A**

- Contract T5645
- Project Start: June 2020
- Estimated Completion: Early 2021
- Contractor is working on spread footings, erecting poles on already installed bases, and finishing directional bores.

# METROPLAN ORLANDO MOBILITY PROFILE

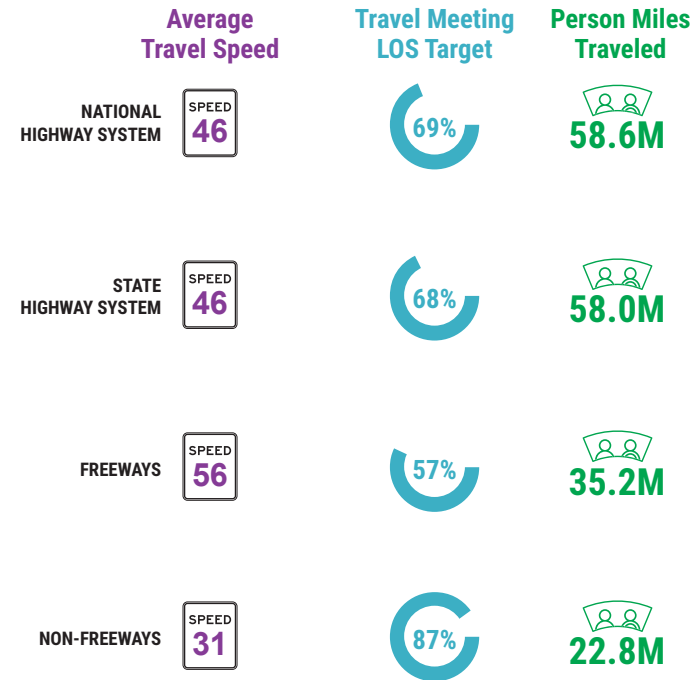
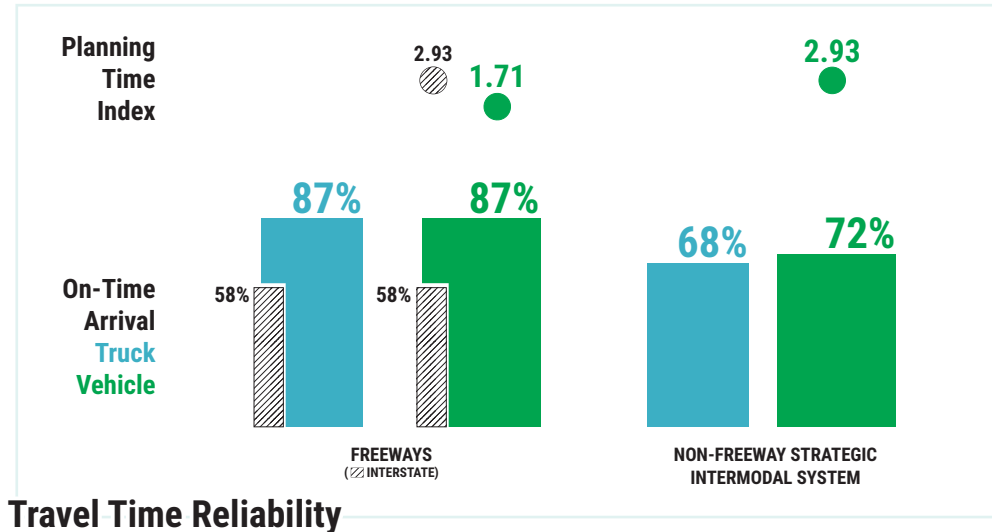
*produced by*  
Florida Department of Transportation  
Forecasting and Trends Office

*published*  
2020



# MetroPlan Orlando

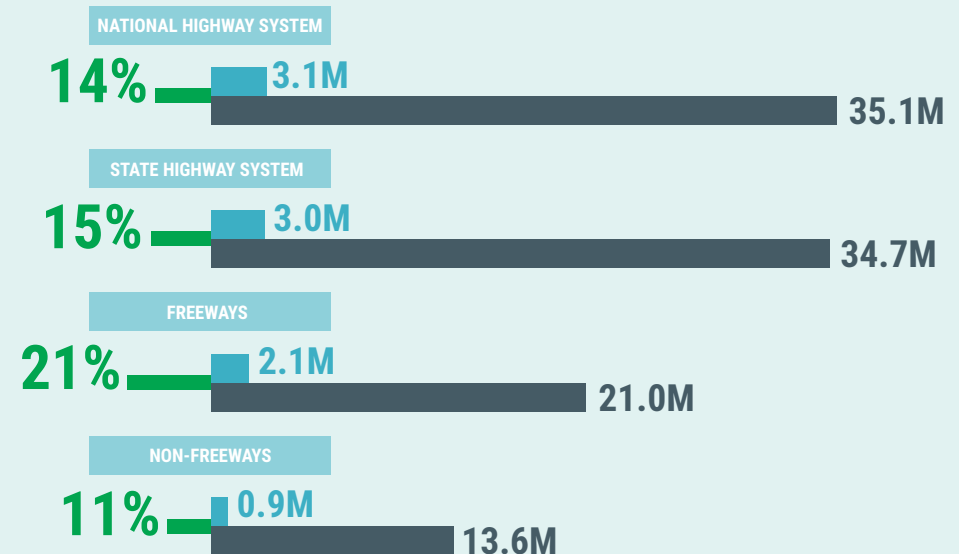
## Boundary - 2018



### Daily Vehicle Hours of Delay



### Percent Miles Daily Truck Miles Traveled Heavily Congested Daily Vehicle Miles Traveled



# METROPLAN ORLANDO MOBILITY TRENDS 2016-2018

2016 2017 2018

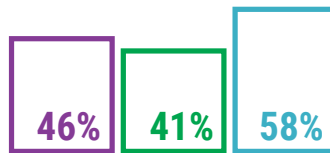
## Travel Time Reliability

2016 2017 2018

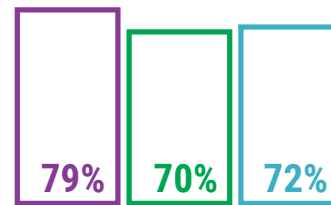
Planning  
Time  
Index



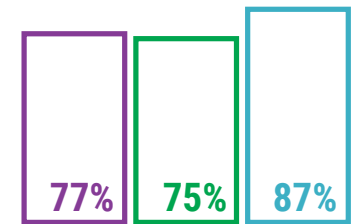
On-Time  
Arrival



INTERSTATE



NON-FREEWAY STRATEGIC INTERMODAL SYSTEM

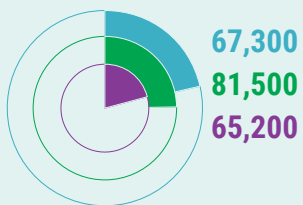


FREEWAYS

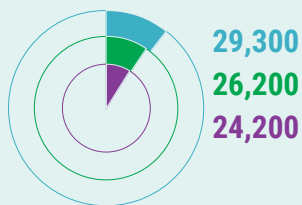
## Daily Vehicle Hours of Delay

2016  
2017  
2018

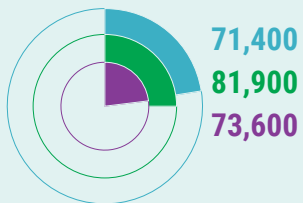
NATIONAL HIGHWAY SYSTEM



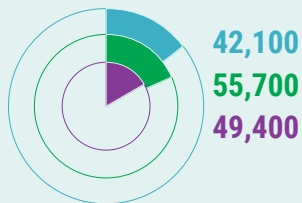
FREEWAYS



STATE HIGHWAY SYSTEM



NON-FREEWAYS



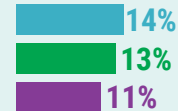
NOTE: Profile is based on MPO Boundary

## Percent Miles Heavily Congested

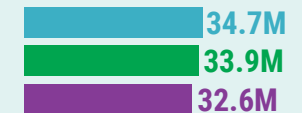
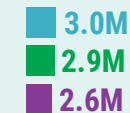
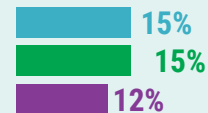
## Daily Truck Miles Traveled

## Daily Vehicle Miles Traveled

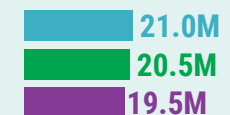
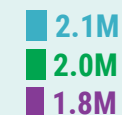
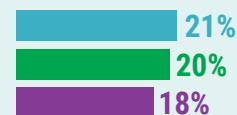
NATIONAL  
HIGHWAY  
SYSTEM



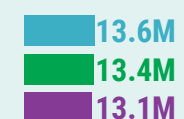
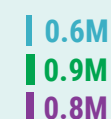
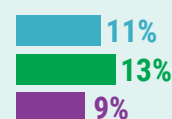
STATE  
HIGHWAY  
SYSTEM



FREEWAYS



NON-FREEWAYS



# DEFINITIONS

**Travel Time Reliability:** (1) the percent of trips that succeed in accordance with a predetermined performance standard for time or speed; and/or (2) the variability of travel times that occur on a facility or a trip over a period of time.

**Planning Time Index:** The 95th percentile travel time divided by free flow travel time. A planning time index of 1.5 means a 20-minute trip at free flow speed takes 30 minutes - an informed traveler should plan for the extra 10 minutes to arrive on time.

**Vehicle On-Time Arrival:** The percentage of freeway trips traveling at greater than or equal to five mph below the posted speed limit. In the urbanized areas of the seven largest MPOs, on-time arrival is defined as the percentage of freeway trips traveling at least 45 mph. For arterials, travel time reliability is defined as the percentage of trips traveling greater than or equal to 20 mph.

**Truck On-Time Arrival:** The percentage of freeway trips by combination trucks traveling at greater than or equal to 5 mph below posted speed limit. In the urbanized areas of the 7 largest MPOs, on-time arrival is defined as the percentage of freeway trips by combination trucks traveling at least 45 mph.

**Daily Vehicle Hours of Delay:** Delay is the product of directional hourly volume and the difference between travel time at "threshold" speeds and travel time at the average speed. The thresholds are based on Level of Service (LOS) B as defined by FDOT.

**Average Travel Speed:** The length of the highway segment divided by the average travel time of all vehicles traversing the segment, including all stopped delay times.

**Percent of Travel Meeting LOS Target:** The percentage of travel meeting FDOT's LOS standards is determined by summing the vehicle miles traveled on roadways operating acceptably and then dividing by the total system vehicle miles traveled.

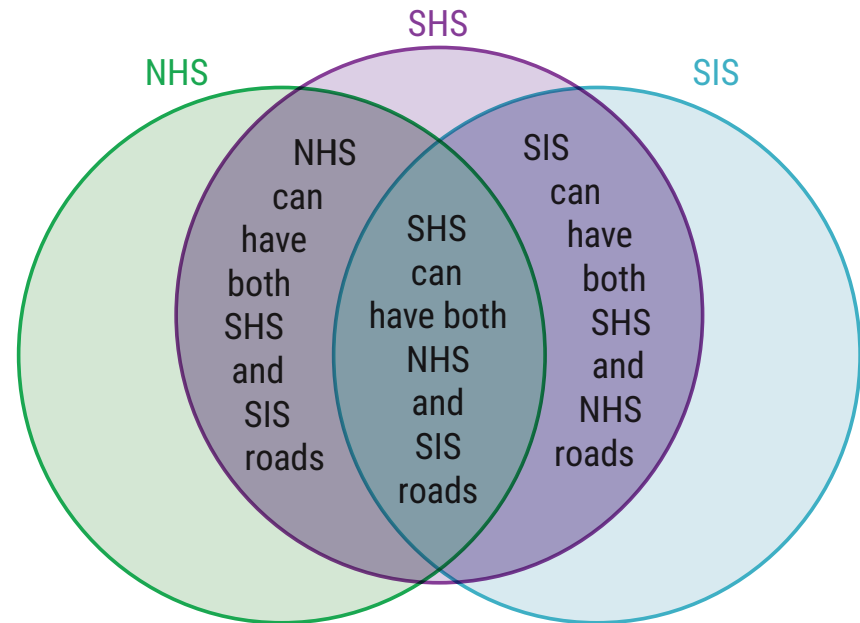
**Person Miles Traveled Daily:** Person miles traveled consists of the total number of miles traveled by people using the SHS or other components of it. This is calculated by adding each roadway segment's vehicle miles traveled multiplied by average vehicle occupancy.

**Percent Miles Heavily Congested:** Heavy congestion is a situation in which average travel speeds are in the range from 20-44 mph for freeways and equal to or worse than the LOS standards for arterials and highways.

**Daily Truck Miles Traveled:** (for all trucks class 4 through 13): The total number of miles traveled daily by trucks using a roadway system.

**Daily Vehicle Miles Traveled:** The total number of miles traveled daily by vehicles using a roadway system.

**Three roadway systems are reported:** National Highway System (NHS), State Highway System (SHS), and Strategic Intermodal System (SIS)



## Sources

FDOT Traffic Characteristics Inventory, FDOT Roadway Characteristics Inventory, 2020 Quality/Level of Service Handbook, and HERE vehicle probe speed

# **FDOT Supplied MPO Mobility Performance Measure Analyses for 2018 (MetroPlan Orlando)**

Date: 11/11/2020

| MetroPlan Orlando (MPO/TPO Bound            | Annual Measures <sup>1</sup>               |   |   |                                     |   |                                    | Rotating Measures <sup>2</sup>      |   |                         |   |
|---|--|---|---|-------------------------------------|---|------------------------------------|-------------------------------------|---|-------------------------|---|
|   | A: Daily vehicle miles traveled (Millions) | B: Daily truck miles traveled (Thousands) | C: On-Time Arrival (Vehicle) <sup>3</sup> | D: Planning Time Index <sup>3</sup> | E: Daily vehicle hours of delay (Thousands) | F: Percent miles heavily congested | G: Person miles traveled (Millions) | H: On-Time Arrival (Truck) <sup>3</sup> | I: Average Travel Speed | J: Percent Travel Meeting LOS Criteria <sup>3</sup> |
| Networks/Measures                           |  |   |   |                                     |   |                                    |                                     |   |                         |   |
| A: National Highway System                  | 35.1                                       | 3,071.2                                   |   |                                     | 67.3  | 14%                                | 58.6                                |   | 46                      | 69%   |
| B. State Highway System                     | 34.7                                       | 3,006.0                                   |   |                                     | 71.4  | 15%                                | 58.0                                |   | 46                      | 68%   |
| C: Strategic Intermodal System <sup>4</sup> | 21.4                                       | 2,230.0                                   | 72%                                       | 2.18                                | 32.4  | 19%                                | 35.7                                | 68%                                     | 55                      | 57%   |
| D. Freeways                                 | 21.0                                       | 2,105.7                                   | 87%                                       | 1.71                                | 29.3  | 21%                                | 35.2                                | 87%                                     | 56                      | 57%   |
| E. Interstates                              | 7.1  | 621.4                                     | 58%                                       | 2.93                                | 24.0  | 84%                                | 11.8                                | 58%                                     | 43                      | 1%  |
| F: Non-freeways (SHS)                       | 13.6                                       | 900.3                                     |   |                                     | 42.1  | 11%                                | 22.8                                |   | 31                      | 87%   |

## **MetroPlan Orlando (Urbanized Area)**

| MetroPlan Orlando (Urbanized Area)          | Annual Measures <sup>1</sup>               |   |   |                                     |   |                                    | Rotating Measures <sup>2</sup>      |   |                         |   |
|---|--|---|---|-------------------------------------|---|------------------------------------|-------------------------------------|---|-------------------------|---|
|   | A: Daily vehicle miles traveled (Millions) | B: Daily truck miles traveled (Thousands) | C: On-Time Arrival (Vehicle) <sup>3</sup> | D: Planning Time Index <sup>3</sup> | E: Daily vehicle hours of delay (Thousands) | F: Percent miles heavily congested | G: Person miles traveled (Millions) | H: On-Time Arrival (Truck) <sup>3</sup> | I: Average Travel Speed | J: Percent Travel Meeting LOS Criteria <sup>3</sup> |
| Networks/Measures                           |  |   |   |                                     |   |                                    |                                     |   |                         |   |
| A: National Highway System                  | 30.1                                       | 2,378.1                                   |   |                                     | 63.7  | 18%                                | 50.4                                |   | 44                      | 67%   |
| B. State Highway System                     | 29.7                                       | 2,316.6                                   |   |                                     | 68.3  | 19%                                | 49.9                                |   | 44                      | 66%   |
| C: Strategic Intermodal System <sup>4</sup> | 17.7                                       | 1,675.7                                   | 69%                                       | 2.32                                | 29.9  | 26%                                | 29.8                                | 66%                                     | 53                      | 53%   |
| D. Freeways                                 | 17.8                                       | 1,678.2                                   | 86%                                       | 1.83                                | 26.9  | 24%                                | 30.1                                | 86%                                     | 54                      | 54%   |
| E. Interstates                              | 6.4  | 500.9                                     | 60%                                       | 2.91                                | 21.6  | 81%                                | 10.7                                | 60%                                     | 43                      | 2%  |
| F: Non-freeways (SHS)                       | 11.9                                       | 638.5                                     |   |                                     | 41.4  | 16%                                | 19.8                                |   | 27                      | 85%   |

## **Orange, Osceola, Seminole (County Boundary)**

| Orange, Osceola, Seminole (County Boundary) | Annual Measures <sup>1</sup>               |   |   |                                     |   |                                    | Rotating Measures <sup>2</sup>      |   |                         |   |
|---|--|---|---|-------------------------------------|---|------------------------------------|-------------------------------------|---|-------------------------|---|
|   | A: Daily vehicle miles traveled (Millions) | B: Daily truck miles traveled (Thousands) | C: On-Time Arrival (Vehicle) <sup>3</sup> | D: Planning Time Index <sup>3</sup> | E: Daily vehicle hours of delay (Thousands) | F: Percent miles heavily congested | G: Person miles traveled (Millions) | H: On-Time Arrival (Truck) <sup>3</sup> | I: Average Travel Speed | J: Percent Travel Meeting LOS Criteria <sup>3</sup> |
| Networks/Measures                           |  |   |   |                                     |   |                                    |                                     |   |                         |   |
| A: National Highway System                  | 35.0                                       | 3,053.3                                   |   |                                     | 67.3  | 14%                                | 58.5                                |   | 46                      | 69%   |
| B. State Highway System                     | 34.6                                       | 2,987.8                                   |   |                                     | 71.4  | 15%                                | 57.9                                |   | 46                      | 68%   |
| C: Strategic Intermodal System <sup>4</sup> | 21.3                                       | 2,212.2                                   | 75%                                       | 1.75                                | 32.4  | 20%                                | 35.6                                | 65%                                     | 55                      | 57%   |
| D. Freeways                                 | 21.0                                       | 2,103.5                                   | 85%                                       | 1.79                                | 29.3  | 21%                                | 35.2                                | 84%                                     | 56                      | 57%   |
| E. Interstates                              | 7.1  | 619.3                                     | 53%                                       | 3.07                                | 24.0  | 84%                                | 11.8                                | 53%                                     | 43                      | 1%  |
| F: Non-freeways (SHS)                       | 13.6                                       | 884.3                                     |   |                                     | 42.1  | 11%                                | 22.7                                |   | 31                      | 86%   |

<sup>1</sup>These six Annual Measures are reported each year.

<sup>2</sup>These four Rotating Measures change every other year. Odd year measures consist of 1) Percent Sidewalk Coverage, 2) Percent Bicycle Lane Coverage, and 3) Average Job Accessibility within a 30-minute car trip and 4) within a 30-minute transit trip.

<sup>3</sup>Measures C, D, H, and J are captured in the PM peak period (4:00-6:00).

<sup>4</sup>SIS On-Time Arrival and Planning Time Index exclude freeways.

# Annual MPO Performance Measures by MPO Population Size

**2018  
MetroPlan  
Orlando**  
Population  
2,165,700

Florida Department of Transportation Mobility Measures Program provides valuable information on performance measures for all 27 MPOs in Florida. On an annual basis the MPOs receive reports on ten measures, six measures annually and four rotating measures biennially for the entire MPO boundary, urbanized area within the MPO, and for counties within the MPO. The annual measures, in combination with the rotating biennial measures, cover the spectrum of mobility dimensions and multiple modes. These measures can be used however each MPO sees fit such as in the development of an MPO's Long Range Transportation Plan, Congestion Management Process, or State of the System Report. The following tables provide high, median, and low ranges for the State Highway System within the MPO boundary. MPOs are categorized as large, medium and small based on their population. The MPOs were distributed into the seven largest, ten medium, and ten small-sized MPOs. For more information, please contact Monica Zhong at [Monica.Zhong@dot.state.fl.us](mailto:Monica.Zhong@dot.state.fl.us) or (850) 414-4808.

## SHS Daily Vehicle Hours of Delay in Thousands, 2018

|                           | Vehicle Hours of Delay (Thousands)                               | Low  | Median | High  |
|---------------------------|--|------|--------|-------|
| METROPLAN ORLANDO<br>71.4 | Small-Sized MPO<br>(Population <sup>1</sup> below 367,300)       | 0.3  | 1.2    | 5.6   |
|                           | Medium-Sized MPO<br>(Population <sup>1</sup> 367,300 to 795,300) | 0.8  | 4.5    | 7.7   |
|                           | Large MPO <sup>2</sup><br>(Population <sup>1</sup> over 795,300) | 13.2 | 51.1   | 212.6 |

## SHS Percent Miles Heavily Congested, 2018

|                          | Percent Miles Heavily Congested                                  | Low | Median | High |
|--------------------------|--|-----|--------|------|
| METROPLAN ORLANDO<br>15% | Small-Sized MPO<br>(Population <sup>1</sup> below 367,300)       | <1% | <1%    | 8%   |
|                          | Medium-Sized MPO<br>(Population <sup>1</sup> 367,300 to 795,300) | <1% | 1%     | 4%   |
|                          | Large MPO <sup>2</sup><br>(Population <sup>1</sup> over 795,300) | 4%  | 14%    | 35%  |

<sup>1</sup>2018 MPO Population is derived from FDOT Forecasting and Trends Office

<sup>2</sup>Seven Largest MPOs include Broward MPO, Hillsborough MPO, MetroPlan Orlando, Miami-Dade TPO, North Florida TPO, Palm Beach TPA, and Forward Pinellas

# 2018 MetroPlan Orlando

Population 2,165,700

| SHS Daily Vehicle Miles Traveled in Millions, 2018 | Vehicle Miles Traveled (Millions)                                | Low  | Median | High |
|--|--|------|--------|------|
| METROPLAN ORLANDO<br>34.7                          | Small-Sized MPO<br>(Population <sup>1</sup> below 367,300)       | 1.7  | 4.2    | 6.3  |
|  | Medium-Sized MPO<br>(Population <sup>1</sup> 367,300 to 795,300) | 4.0  | 8.4    | 12.5 |
|  | Large MPO <sup>2</sup><br>(Population <sup>1</sup> over 795,300) | 10.1 | 28.0   | 34.7 |

| SHS Daily Truck Miles Traveled in Thousands, 2018 | Truck Miles Traveled (Thousands)                                 | Low   | Median  | High    |
|---|--|-------|---------|---------|
| METROPLAN ORLANDO<br>3,006.0                      | Small-Sized MPO<br>(Population <sup>1</sup> below 367,300)       | 168.1 | 416.2   | 893.4   |
|   | Medium-Sized MPO<br>(Population <sup>1</sup> 367,300 to 795,300) | 377.5 | 910.8   | 1,440.5 |
|   | Large MPO <sup>2</sup><br>(Population <sup>1</sup> over 795,300) | 390.1 | 1,797.0 | 3,006.0 |

| Freeway On-Time Arrival, 2018 | On-Time Arrival  | Low | Median | High |
|-------------------------------|--|-----|--------|------|
| METROPLAN ORLANDO<br>87%      | Small-Sized MPO<br>(Population <sup>1</sup> below 367,300)       | 86% | 96%    | 98%  |
|                               | Medium-Sized MPO<br>(Population <sup>1</sup> 367,300 to 795,300) | 85% | 89%    | 98%  |
|                               | Large MPO <sup>2</sup><br>(Population <sup>1</sup> over 795,300) | 63% | 86%    | 88%  |

| Freeway Planning Time Index, 2018 | Planning Time Index  | Low  | Median | High |
|-----------------------------------|--|------|--------|------|
| METROPLAN ORLANDO<br>1.71         | Small-Sized MPO<br>(Population <sup>1</sup> below 367,300)       | 1.11 | 1.13   | 1.34 |
|                                   | Medium-Sized MPO<br>(Population <sup>1</sup> 367,300 to 795,300) | 1.12 | 1.20   | 1.48 |
|                                   | Large MPO <sup>2</sup><br>(Population <sup>1</sup> over 795,300) | 1.64 | 1.91   | 2.63 |

<sup>1</sup>2018 MPO Population is derived from FDOT Forecasting and Trends Office

<sup>2</sup>Seven Largest MPOs include Broward MPO, Hillsborough MPO, MetroPlan Orlando, Miami-Dade TPO, North Florida TPO, Palm Beach TPA, and Forward Pinellas



Forecasting & Trends Office





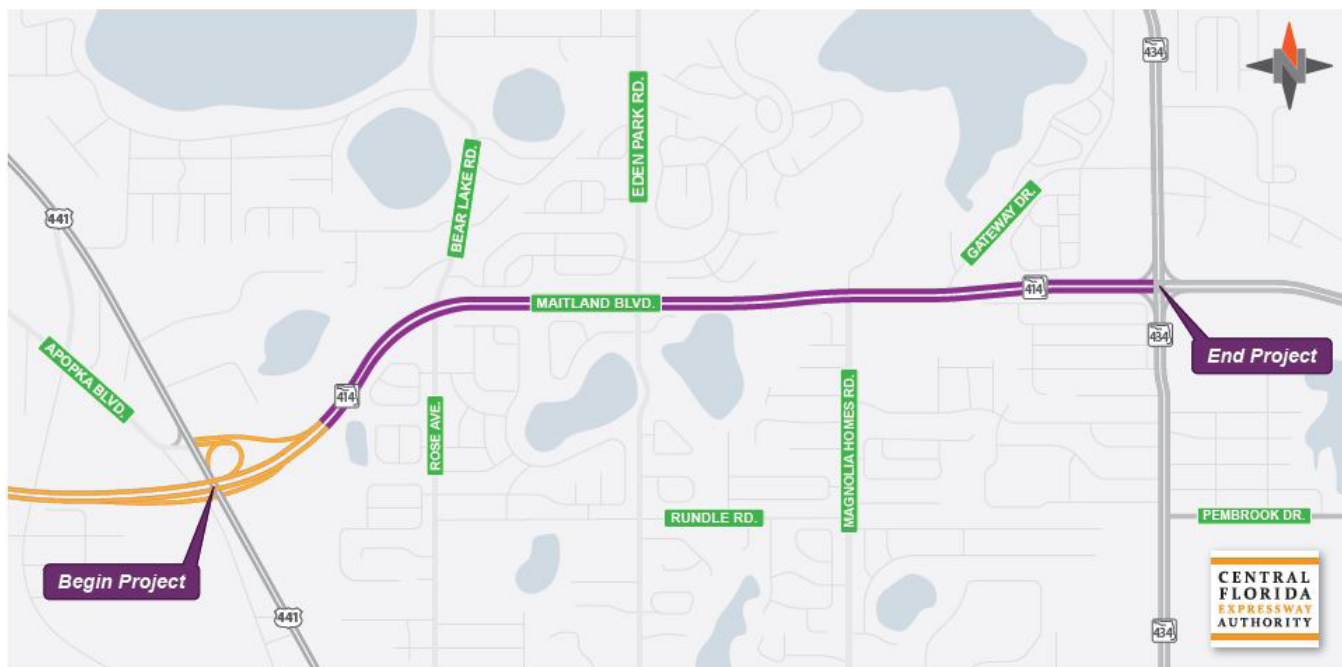
# STATE ROAD 414 EXPRESSWAY EXTENSION

## PROJECT DEVELOPMENT AND ENVIRONMENT STUDY

SUMMER 2020

In March 2020, CFX, in partnership with the Florida Department of Transportation (FDOT), began a Project Development and Environment (PD&E) Study of the SR 414 Expressway Extension. The study will determine the feasibility of elevated, limited-access toll lanes along the median of SR 414 (Maitland Boulevard) to provide direct access from the SR 414 (John Land Apopka Expressway) to Interstate 4 (I-4).

### STUDY MAP



### STUDY DESCRIPTION

The study area runs from the eastern end of SR 414 (John Land Apopka Expressway) at US 441 (Orange Blossom Trail) to SR 434 (Forest City Road). During peak travel times, drivers can spend nearly a half hour getting through the three signalized intersections in this 2.3-mile stretch of SR 414.

The proposed improvements to reduce traffic congestion include reconfiguring the existing at-grade SR 414 (Maitland Boulevard) to accommodate the SR 414 toll facility while maintaining two SR 414 local access lanes in each direction. The 15-month study, coordinated with the FDOT, will analyze intersection improvements, bridge modifications at Lake Bosse and Little Wekiva River, stormwater management facilities, pedestrian and bicycle needs, and access management modifications.

CENTRAL  
FLORIDA  
EXPRESSWAY  
AUTHORITY



The regional Central Florida Expressway Authority is responsible for the planning, design, construction, operation and maintenance of a 125-mile limited-access expressway system to serve the five-county region. CFX's system includes SR 408 (Spessard L. Holland East-West Expressway), SR 528 (Martin Andersen Beachline Expressway), SR 417 (Central Florida GreeneWay), SR 429 (Daniel Webster Western Beltway), SR 414 (John Land Apopka Expressway), SR 429 (Wekiva Parkway), SR 538 (Poinciana Parkway), State Road 453 and State Road 451.

Central Florida Expressway Authority: 4974 ORL Tower Road, Orlando, FL 32807  
Phone: 407.690.5000 | Fax: 407.690.5011 | Email: [Info@CFXWay.com](mailto:Info@CFXWay.com)



# STATE ROAD 414 EXPRESSWAY EXTENSION

## PROJECT DEVELOPMENT AND ENVIRONMENT STUDY

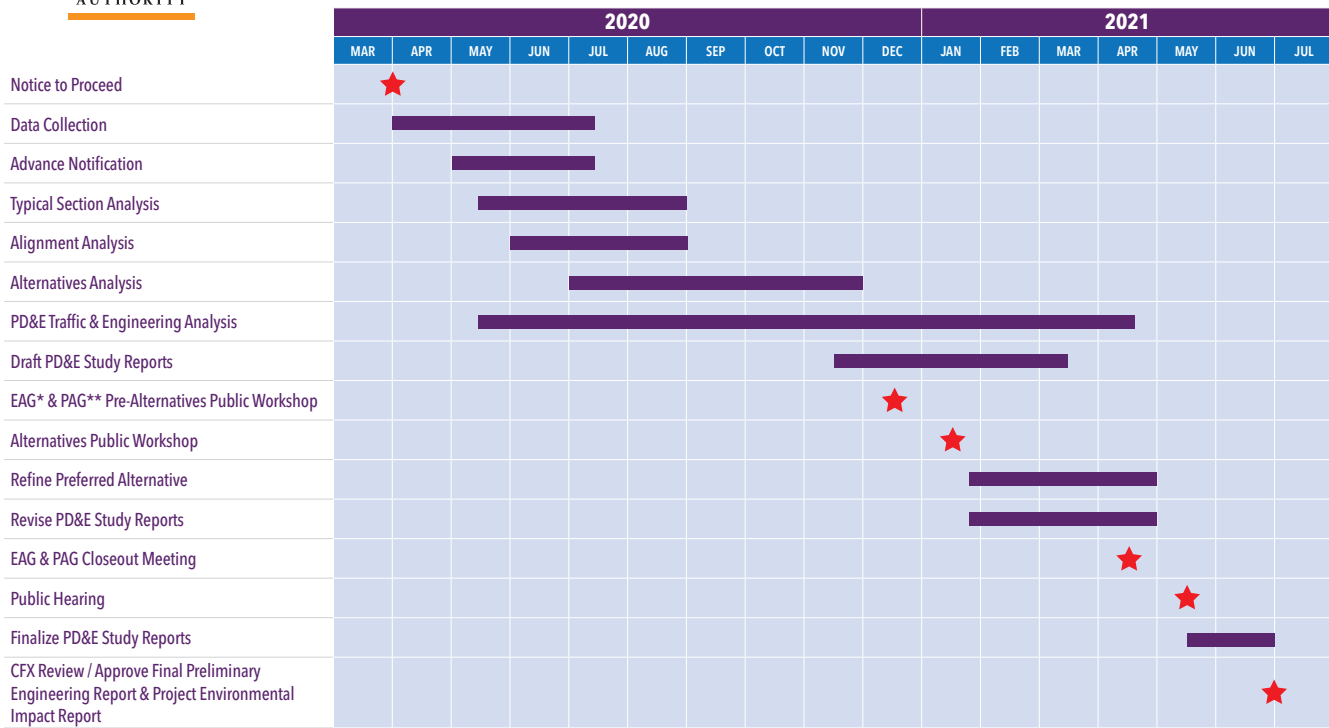
### ★ STUDY GOALS

The goals of the SR 414 Expressway Extension PD&E Study include:

- Provide needed capacity on SR 414.
- Improve system connectivity between SR 429 and I-4 to meet future traffic needs.
- Improve safety.
- Support multimodal opportunities.



### SR 414 Expressway Extension PD&E Study (Subject to Change)



\*Environmental Advisory Group \*\*Project Advisory Group

VISIT THE STUDY WEBPAGE AT: <https://bit.ly/2KLmliP>

### 📄 STUDY PARTICIPATION

We value your input. Public involvement and interagency coordination will be an integral part of the PD&E study, and opportunities for public participation will be provided. CFX anticipates holding two public meetings as part of this study.

For more information:

Contact: Kathy Putnam, Public Involvement Coordinator

📞 407-802-3210

✉️ [ProjectStudies@CFXway.com](mailto:ProjectStudies@CFXway.com)

🌐 [www.CFXway.com](http://www.CFXway.com)

🐦 @DriveEPASS

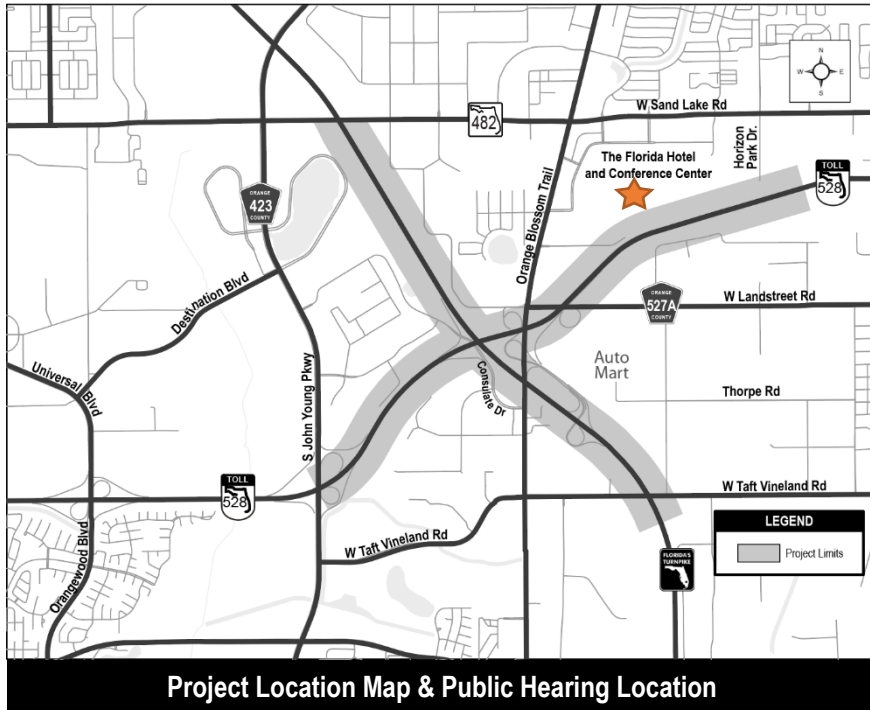


Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Para más información en español acerca del proyecto, por favor comuníquese con Kevin Camara al 786-859-1826 o por correo electrónico a [Kevin.Camara@QCAusa.com](mailto:Kevin.Camara@QCAusa.com).



Project Development and Environment (PD&E) Study at Florida's Turnpike (SR 91) and Beachline Expressway (SR 528)

Financial Project ID Number: 438547-1 | Efficient Transportation Decision Making (ETDM) Number: 14294



# SAVE THE DATE

## PUBLIC HEARING

**Tuesday, February 16, 2021**

Doors Open - 5:30 p.m.

Formal Presentation - 6:00 p.m.

The Florida Hotel & Conference Center  
at The Florida Mall  
1500 Sand Lake Road  
Orlando, FL 32809

### Three participation options will be provided for attending this meeting

| Option 1  | Option 2  | Option 3                         |
|-----------|---|----------------------------------|
| In-Person | Virtual / online via a computer, tablet or smartphone | By telephone in listen-only mode |

Registration will open on January 22, 2021. Please visit the project website, [www.floridasturnpike.com/orlandosouth.html](http://www.floridasturnpike.com/orlandosouth.html), to register for the Public Hearing and to select your desired participation option. All attendees will participate in the same live virtual Public Hearing.

### Draft project documents available for review from January 22, 2021 to March 8, 2021

#### Universal Orlando Foundation Library (UCF Rosen Library)

9907 Universal Boulevard  
Orlando, FL 32819

(407) 903-8100

**Hours:** Monday – Friday 9 a.m. to 5 p.m.

**Project Website:** [www.floridasturnpike.com/orlandosouth.html](http://www.floridasturnpike.com/orlandosouth.html)

This Public Hearing is being conducted to give interested persons an opportunity to express their views concerning the location, conceptual design, and social, economic, and environmental effects of the proposed improvements.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact Anil J. Sharma at (407) 264-3041 or by email at [anil.sharma@dot.state.fl.us](mailto:anil.sharma@dot.state.fl.us) at least seven days (7) prior to the meeting. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

December 15, 2020

The Honorable Mitch McConnell  
Majority Leader, United States Senate  
Washington, DC 20510

The Honorable Nancy Pelosi  
Speaker, United States House of Representatives  
Washington, DC 20515

Dear Majority Leader McConnell and Speaker Pelosi,

On behalf of the undersigned regional organizations representing local governments and tens of millions of residents across U.S. metropolitan areas, we urge you to take immediate action to provide emergency funding to ensure public transit agencies can continue to serve as vital lifelines in their communities.

As the country continues to battle the health and economic impacts of the pandemic, transit systems in cities across the nation are suffering a major strain on the revenue sources necessary for continued operations, including farebox revenue and sales taxes. Meanwhile, millions of Americans continue to rely on transit – including many frontline medical workers and other essential workers. We urge you to support near-term federal transit investments to help forestall what will otherwise be catastrophic cuts in transit service. Such cuts will harm the safety and reliability of transit service in our communities, negatively impact the economies of our regions, and make recovery harder once the economy begins to reopen.

We urge you to support the following federal investment to support our respective metropolitan regions and the nation's transportation system:

- **\$32 Billion in Emergency Federal Funds for Transit Agencies** as requested by the American Public Transportation Association (APTA): With unprecedented drops in ridership and losses in revenue transit agencies nationally need \$32 billion in emergency funds to avoid damaging service and jobs cuts and minimize economic hardship. With CARES Act funding running out, transit agencies will be forced to cut transit service and furlough or lay off workers or redistribute capital funds, intended for repairs and expansion, to bolster operating budgets. Either option is unacceptable and damaging both to ridership and the broader economy of our regions. Transit systems cannot wait until the new year for these funds, and we strongly encourage Congress to include funds in a COVID relief package before the end of 2020.

A strong transportation network will be crucial to helping our communities recover as we begin to emerge from the shutdowns and other impacts of the COVID-19 pandemic. Transit systems are a vital piece of the transportation networks in our regions, and they require federal support during these unprecedented times to keep them operating until riders return in larger numbers. Letting these systems fail or requiring significant cutbacks in service and maintenance will create a situation that will take years from which to recover.

We look forward to working with you to support transportation investments that will help our transit systems in the short term to support economic stability and equitable transportation choices for years to come. We commend your leadership as you work to ensure our communities and transportation systems receive the support they need. We welcome the opportunity to discuss this issue further with your staff.

If you would like to discuss this further, please contact Chuck Bean, Executive Director, Metropolitan Washington Council of Governments at [cbean@mwkog.org](mailto:cbean@mwkog.org).

Sincerely,

Atlanta Regional Commission

Capitol Region Council of Governments (Hartford)

Chicago Metropolitan Agency for Planning

Delaware Valley Regional Planning Commission (Philadelphia)

Houston-Galveston Area Council

MetroPlan Orlando

Metropolitan Area Planning Council (Boston)

Metropolitan Transportation Commission/Association of Bay Area Governments (San Francisco)

Metropolitan Washington Council of Governments (Washington, D.C.)

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## Florida Department of Transportation

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KEVIN J. THIBAUT, P.E.  
SECRETARY

**For Immediate Release**

January 7, 2021

**Contact: Beth Frady**

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### **FDOT Macroeconomic Analysis Shows Transportation Projects Yield \$4 of Benefits for Every Dollar Invested**

*~ Investments provide short- and long-term benefits to transportation system users as well as  
the state's overall economy ~*

**TALLAHASSEE, Fla.** – The Florida Department of Transportation (FDOT) recently completed a [macroeconomic analysis](#) and found that Florida's transportation projects are expected to yield an average \$4 of benefits for every dollar invested. In addition, the analysis found the benefits included investments across all transportation modes, including highway, transit, rail, airports, seaports and waterways, and spaceports. The investments will provide short- and long-term benefits for transportation system users as well as Florida's overall economy.

"Investing in transportation is key as we plan for our state's future," said Florida Department of Transportation Secretary Kevin J. Thibault, P.E. "The department is proud to make vital investments in Florida's transportation system that will create essential jobs, provide long-term economic benefits, and keep Florida moving for decades to come."

In addition to the impressive economic benefits, it is estimated that planned transportation investments will result in an average of 30,000 additional jobs and generate more than \$160 billion in future economic benefits over the course of the next 30 years, including:

- Providing \$61 billion in economic value, measured as gross state product;
- Increasing personal outcome by \$72 billion; and
- Increasing industry output by \$99 billion.

The analysis considered the planned transportation investments for the five-year period from Fiscal Years 2019-23. In addition, potential impacts as a result of the pandemic were considered and transportation investments still yielded an average \$4 of benefits for every dollar spent.

FDOT's macroeconomic analysis, which is generally conducted twice per decade, estimates the effect of transportation investments on the state's economic competitiveness and compares the overall benefits and costs of FDOT's transportation investments.

Additional information regarding the department's macroeconomic analysis can be found [here](#).

###

**Revenue Estimating Conference  
Transportation Revenues  
Executive Summary  
December 9, 2020**

The Revenue Estimating Conference met on December 9, 2020, to consider the forecast of revenues flowing into the State Transportation Trust Fund (STTF). Including the estimates for FY 2020-21, overall revenues to the STTF during the work program period ending in FY 2025-26 were increased by \$82.3 million or about 0.3 percent.

For revenues from fuel taxes, the overall forecast was shaped by recent changes in all of the following: decreased consumption of motor fuel and other fuels (diesel, aviation and off-highway fuel) related to the effects of the Coronavirus outbreak and the associated lower economic expectations going forward; the projected fuel tax rates; technological advancements in fuel efficiency and the implementation of the Corporate Average Fuel Economy (CAFE) Standards; and aviation fuel refund activity. The projection for revenues from all types of fuel was decreased by -\$8.4 million or -0.1 percent over the entire work program. Within the total for fuel-related taxes, Highway Fuel Sales Tax and the SCETS fuel tax were both raised in the later years of the new forecast, producing a combined increase of \$42.1 million for the work program period. This increase was offset by a decrease to the Aviation Fuel Tax of -\$42.6 million, or -50.1 percent. Revenues from Fuel Use Tax and Off-Highway Sales Tax were also decreased relative to the previous forecast, while the Natural Gas Fuel Tax forecast was slightly increased. A fallout of some of the other forecast changes, the Local Option Distribution over the work program was reduced by -\$3.5 million or -1.2 percent over the prior forecast.

Finally, the forecast for the Rental Car Surcharge was decreased by -\$45.7 million, or -6.0 percent. This reduction resulted primarily from the impact to tourism caused by the ongoing Coronavirus pandemic. Over the longer run, the increased use of alternatives to rental cars such as ride sharing services, destination-provided shuttles, and increased remote work options come more into play.

The forecasts for motor vehicle license and registration-related fees were previously adopted by the Highway Safety Licenses and Fees Conference held December 4, 2020. In this work program period, receipts to the STTF from motor vehicle related licenses and fees were increased by \$139.9 million or 1.7 percent over the entire work program. Motor Vehicle Licenses are up \$41.1 million, Initial Registrations are up \$70.6 million, Title Fees are up \$33.6 million, and Motor Carrier Compliance Penalties are down by -\$1.5 million over the work program period. The related transfers to the General Revenue Fund during the 2020-21 fiscal year were increased by \$3.9 million or 11.2 percent.

Florida Department of Transportation  
EOG Amendment 21-AM-051  
As of 12/17/2020 snapshot

[illegible]

## COVID-19 Emergency Relief Package – Topline Summary of New Agreement

|   |   |  |
|---|---|--|
| <p><b>Direct Economic Relief for Workers and Families</b></p> | <p style="text-align: center;">\$286 billion</p> <p style="text-align: center;">(\$120 billion in Unemployment Insurance and \$166 in Economic Impact Payments)</p> | <p><b>Unemployment Insurance:</b> Democrats successfully fought to bring back the enhanced federal unemployment insurance bump, which expired in July. This bill provides an additional \$300 per week for all workers receiving unemployment benefits, through March 14, 2021. This bill also extends the Pandemic Unemployment Assistance (PUA) program, with expanded coverage to the self-employed, gig workers, and others in non-traditional employment, and the Pandemic Emergency Unemployment Compensation (PEUC) program, which provides additional weeks of federally-funded unemployment benefits to individuals who exhaust their regular state benefits. The extension was critical in preventing as many as 14 million Americans from losing this economic lifeline at the end of the year. Additionally, the bill increases the maximum number of weeks an individual may claim benefits through regular state unemployment plus the PEUC program, or through the PUA program, to 50 weeks. The bill also provides an extra benefit of \$100 per week for certain workers who have both wage and self-employment income but whose base UI benefit calculation doesn't take their self-employment into account.</p> <p><b>Direct Payments:</b> Democrats secured an additional round of Economic Impact Payments of \$600 for individuals making up to \$75,000 per year and \$1,200 for couples making up to \$150,000 per year, as well as a \$600 payment for each child dependent. <b>This means a family of four will receive \$2,400 in direct payments.</b> Democrats also successfully pushed for a provision, which is retroactive to the CARES Act, to expand these direct payments to mixed-status households, importantly providing immigrant families across the country with access to this financial relief.</p> |
| <p><b>Small Business</b></p>                                  | <p style="text-align: center;">\$325 billion</p>  | <p>Democrats secured critical funding and policy changes to help small businesses, including minority-owned businesses, and nonprofits recover from the pandemic. This deal includes over \$284 billion for first and second forgivable PPP loans, dedicated set-asides for very small businesses and lending through community-based lenders like Community Development Financial Institutions and Minority Depository Institutions, and expanded PPP eligibility for 501(c)(6) nonprofits, including destination marketing organizations, and local newspapers, TV and radio broadcasters. \$20 billion is included for new EIDL Grants for businesses in low-income communities, \$3.5 billion for continued SBA debt relief payments, and \$2 billion for enhancements to SBA lending. This deal also includes \$15 billion in dedicated funding for live venues, independent movie theaters, and cultural institutions.</p>   |

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| <b>Support for Community Development Financial Institutions and Minority Depository Institutions</b> | \$12 billion | <p>Democrats successfully pushed to include \$12 billion in funding for CDFIs and the creation of a new Neighborhood Capital Investment program to support CDFIs and MDIs and help low-income and minority communities withstand the economic impact of the COVID-19 pandemic and respond to this unprecedented economic downturn.</p>  |
| <b>Transportation</b>  | \$45 billion | <p>Democrats secured major funding to provide relief to transit agencies, airlines and airline contractors, airports, state DOTs, the motorcoach industry, and Amtrak. Specifically: \$15 billion for airline payroll support, \$1 billion for airline contractor payrolls, \$14 billion for transit, \$10 billion for state highways, \$2 billion for airports and airport concessionaires, \$2 billion for the private motorcoach, school bus, and ferry industries, and \$1 billion for Amtrak.</p> <p>In particular, keeping transit agencies running will allow those who must take transit—essential workers, seniors, low-income and communities of color—to get to work and access services. For example, African Americans comprise 12% of the US population but make up 24% of public transit riders; across modes, bus riders are 30% Black and 35% white while rail riders are 19% Black and 46% white.</p> <p>The \$14 billion Democrats delivered in transit aid for rail, bus, paratransit, and more, will keep transit agencies from implementing draconian cuts that would otherwise disproportionately impact communities of color.</p> |
| <b>Vaccines, Testing and Tracing, Community Health and Health Care Provider Support</b>              | \$69 billion | <p>Democrats secured essential funding for vaccine procurement and distribution, providing roughly \$20 billion to BARDA for procurement of vaccines and therapeutics, nearly \$9 billion to the CDC and states for vaccine distribution and more than \$3 billion for the strategic national stockpile. This includes \$300 million specifically directed to high risk and underserved areas for distribution, including communities of color.</p> <p>The bill provides more than \$22 billion, all sent directly to states, for testing, tracing and COVID mitigation programs. Of this total, \$2.5 billion will be sent out as grants specifically targeted at needs in underserved areas, including both communities of color and rural communities.</p> <p>Democrats also secured \$4.5 billion in mental health funding, \$9 billion in support for health care providers, and more than \$1 billion for NIH to research COVID-19. \$1 billion in direct funds to the Indian Health Service to carry out these services.</p>   |

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| <b>Schools</b>           | \$82 billion | <p>Democrats secured critical funding for states, K-12 schools, and institutions of higher education that have all been significantly impacted by the coronavirus pandemic. Similar to the CARES Act the emergency education relief funds are reserved as follows:</p> <ul style="list-style-type: none"> <li>• Relief for outlying areas and the Bureau of Indian Education: \$818.8 million</li> <li>• Governors Emergency Education Relief Fund: \$4.05 billion <ul style="list-style-type: none"> <li>○ Includes a set aside for services to private K-12 schools to be administered by public agencies.</li> </ul> </li> <li>• Elementary and Secondary School Emergency Relief Fund (Public K-12 schools): \$54.3 billion</li> <li>• Higher Education Emergency Relief Fund: \$22.7 billion <ul style="list-style-type: none"> <li>○ \$20 billion distributed to all public and private non-profit institutions of higher education.</li> <li>○ \$908 million to for-profit colleges to provide financial aid grants to students.</li> <li>○ Includes set-asides of an additional \$1.7 billion for HBCUs, tribal colleges, and Minority-Serving Institutions and \$113.5 million for institutions with the greatest unmet needs or those not served by the primary formula, such as independent graduate schools.</li> </ul> </li> </ul> |
| <b>Rental Assistance</b> | \$25 billion | <p>Democrats fought to establish the first-ever emergency federal rental assistance program to be distributed by state and local governments. These funds will be targeted to families impacted by COVID that are struggling to make the rent and may have past due rent compounding on itself. These families will be able to utilize this assistance for past due rent, future rent payments, as well as to pay utility and energy bills and prevent shutoffs. \$800 million is reserved for Native American housing entities. It also includes an extension of the existing CDC eviction moratorium through January 31, 2021.</p>  |

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| <b>Nutrition and Agriculture</b> | \$26 billion | Democrats successfully fought for \$13 billion to increase SNAP benefits by 15%, provide additional funding for food banks and senior nutrition programs, and to ensure college students have access to SNAP. This bill also dedicates \$614 million for nutrition assistance for Puerto Rico and the territories, allocates emergency funds for school and day care feeding programs and includes critical improvements to the P-EBT program. The bill also included \$13 billion for direct payments, purchases and loans to farmers and ranchers who have suffered losses due to the pandemic. It also includes funds to support the food supply chain through food purchases, donations to food banks, and support for local food systems.               |
| <b>US Postal Service</b>         | No score.    | Democrats successfully fought to convert the CARES Act \$10 billion loan into direct funding for USPS without requiring repayment. These funds will be used for operational costs and other expenses resulting from the COVID-19 pandemic.   |
| <b>Child Care</b>                | \$10 billion | <p>Democrats successfully secured \$10 billion in emergency funds for the child care sector through the CCDBG program. These funds maintain the flexibility given to states through the CARES Act and can be used to provide child care assistance to families, and to help child care providers cover their increased operating costs during the pandemic. This emergency relief will help stabilize the child care market and allows states to expand child care assistance to essential workers and working families who are in great need of child care services.</p> <p>The bill also includes \$250 million for Head Start providers to ensure they are able to continue to safely serve low-income children and families throughout the pandemic.</p> |
| <b>Broadband</b>                 | \$7 billion  | Democrats successfully secured \$3.2 billion in emergency funds for low-income families to access broadband through an FCC fund. Additionally, democrats created a \$1 billion tribal broadband fund. Democrats secured \$250 million dollars in telehealth funding and \$65 million to complete the broadband maps in order for the government to effectively disperse funding to the areas that need it most. Last, Democrats are providing \$2 billion to small telecommunication providers to rip out Huawei/ZTE equipment to replace it with secure equipment and a new \$300 million grant program to fund broadband in rural areas.   |

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| <p><b>Miscellaneous Provisions</b></p> |  | <p><b>Coronavirus Relief Fund Extension:</b> This bill extends the availability by one year (until Dec. 31, 2021) for funds provided to states and localities by the Coronavirus Relief Fund in the CARES Act.</p> <p><b>Extension of the Employee Retention Tax Credit:</b> The bill importantly extends and expands the refundable Employee Retention Tax Credit (ERTC), which was established in the CARES Act. The extension of this tax credit will help keep additional U.S. workers on payroll and more small businesses and nonprofits across the country afloat.</p> <p><b>Special “lookback” for EITC and CTC:</b> The bill includes a special temporary rule allowing lower-income individuals to use their earned income from tax year 2019 to determine the Earned Income Tax Credit and the refundable portion of the Child Tax Credit (i.e., the Additional Child Tax Credit) in the 2020 tax year. This will help workers who experienced lower wages this year, due to the pandemic, to get a larger refund that is consistent with their earnings from prior filing seasons.</p> <p><b>Contractor Pay Extension:</b> This bill provides federal agencies the authority to reimburse contractors for the costs of paid leave during the COVID pandemic, for contractors who are temporarily unable to work due to facility closures or other restrictions. This is particularly important for our national labs, like Brookhaven National Laboratory, and national security facilities.</p> |
|--|--|--|

**\*\*\*Disclaimer: this document is a topline summary and does not include every single item in the package\*\*\***

# Slow Streets' Disrupted City Planning. What Comes Next?

In many cities, the swift rollout of car-restricted streets at the start of the pandemic faced fierce community resistance. Now planners are changing their playbook.

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By [Laura Bliss](#)

January 6, 2021, 8:00 AM EST

Residents of East Durham paint a traffic-calming circle on a Shared Street corridor. Photographer: Bryan Miller, Front Runner Productions

When she first heard that “slow streets” might be coming to Durham, North Carolina, alarm bells went off for Aidil Ortiz. It was late May, and by that point, dozens of other world cities had restricted vehicle access to miles of residential streets. With Covid-19 placing a premium on safe outdoor space, the goal was to encourage socially distant walking, biking and play.

But Ortiz was familiar with how good intentions by city planners can miss the mark. As a program manager at the Durham social justice nonprofit [SpiritHouse](#) who also sits on the city’s pedestrian and bicycling commission, she’d seen how Durham officials failed to engage communities of color during the planning for the [Durham Belt Line Trail](#), a project to turn an abandoned rail bed into a multi-use trail, in 2018. Concerned that the [High Line-esque park](#) could trigger gentrification and displacement, she helped press the city to adopt [formal standards](#) for gathering feedback from under-represented groups before transforming the infrastructure that outlined their lives.

Now, as the pandemic was surging, the city was contemplating a significant change set to affect some of the same communities, where Covid case rates were taking off and whose residents had complained for years about dangerous speeding.

“Sometimes people in marginalized communities are very caught off guard by what is seen as priority,” said Ortiz. “I knew if slow streets were implemented without dialogue and consent and co-ownership, people would resent how it unfolded, and it’d become another example of how some people matter and others don’t.”

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Therein lies the moral of an urban design story that defined 2020. Several cities around the world took advantage of traffic lulls during the early weeks of the coronavirus pandemic to launch temporary car-free or traffic-restricted streets programs; some, like Paris's celebrated "corona cycleways," have become permanent. The embrace of non-motorized mobility has been widely cheered by safety advocates, environmentalists and foes of auto-centric planning. But in the U.S., slow streets initiatives have also drawn controversy, community resistance and comparisons with racist urban planning practices of earlier decades. They hit a sore spot in a uniquely sensitive moment: As a pandemic claimed Black and Brown lives at disproportionate rates, and outrage over police killings ignited global protests, slow streets became a flashpoint in the planning sphere's broader reckoning over systemic racism.



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As a result, ten months into the pandemic, some planners are rethinking their playbooks, and even the concept of what it means to do their job.

“I think there’s a tension between planners wanting to act fast, because their work is so critical to reduce fatalities and greenhouse gas emissions — the reasons for this work are so compelling and historic,” said Corinne Kisner, the executive director of the National Association of City Transportation Officials. “But the urgency to move fast is in conflict with the speed of trust, and the pace that actually allows for input from everyone who’s affected by these decisions.”

## The mixed message of street closures

Nowhere was that tension truer than in Oakland, California, which was one of the earliest adopters of the slow streets concept. In April, the city announced a plan to restrict car traffic on 74 miles of residential corridors, much of it all at once. The project attracted coverage in the New York Times, the Guardian, Washington Post and other national news outlets. Lauded for its speedy implementation and streets-for-the-people messaging, it became an international model looked to by other cities as they searched for rapid transportation-based pandemic response. “This is an opportunity to remember that these are our streets, not just streets for cars,” Warren Logan, the director of mobility policy and interagency relations in the Oakland mayor’s office, told Bloomberg CityLab shortly after the launch of Oakland Slow Streets.

But not all Oaklanders shared this enthusiasm. A few weeks into the project, a survey revealed that, while affluent, white and non-disabled residents were overwhelmingly proponents of the program, people of color, people with lower incomes, and people with disabilities reported much lower levels of awareness, use and support. Local nonprofits criticized the city for its lack of community outreach and for not focusing instead on more urgent pandemic-related issues. Some felt that the street closures themselves sent a mixed message.

“The signs didn’t really indicate the parameters of the program or its purpose: closed to whom? Closed for what?” said John Jones III, the director of community and political engagement at Just Cities, a social justice nonprofit. He lives on a block that has been partly closed to vehicles, and says he hasn’t seen more than a handful of people jogging or biking on it since April. “It was confusing even to people who lived on these streets. And it conflicted with the idea that we’re supposed to stay in the house. Why close a park but allow people to exercise in the street?”

The rapid implementation of Slow Streets also appeared to ignore the long legacy of distrust towards the city felt by many Oaklanders of color. The city had neglected to talk to residents along the affected streets ahead of time, and follow-up online surveys mostly reached wealthier, whiter people. It initially failed to catch the fact that, on certain corridors, residents didn't even feel safe crossing a major artery to get to the grocery store, a problem that predated the pandemic — and that Slow Streets did little to solve.

“We're routinely impacted by decisions that we don't have the opportunity to weigh in on,” Jones said. “An idea in and of itself can be great, but if it's absent from how people live and function, that's where it becomes problematic.”

Some critics connected the stories of George Floyd, Ahmaud Arbery and Dijon Kizzee — Black men killed by police or white vigilantes while on foot and bike in public rights-of-way — to why the meaning of “safe streets” for many people of color is different from the one held by government institutions. “Without a plan to include and protect Black, Brown, Indigenous, trans and disabled people, or a plan to address anti-Black vigilantism and police brutality, these open streets are set up to fail,” wrote the anthropologist and planner Destiny Thomas in a CityLab op-ed titled “Slow Streets Aren't Safe For Black Lives.”

It didn't take long for Oakland officials to recognize their error. The anger was palpable in long follow-up meetings spent with community groups. According to Logan, a few staffers were tempted to cancel the program entirely, as some activists were demanding. “At this point.....#OaklandSlowStreets need to come to an end,” read a tweet in May from the Scraper Bike Team, a nonprofit mainstay known for working with young people to fix and customize bicycles in heavily Black and Latino East Oakland. “It was a great thought, but it's not sustainable and most neighbors say it's unnecessary.”

That one hit Logan hard. “If he's upset about what I thought was a bike-friendly program, then we're obviously missing something,” he said.

Over the next six months, Logan and his colleagues convened with representatives from Just Cities, East Oakland Collective, Outdoor Afro and other local nonprofits to gather their reactions. Rather than give up on the program, the city revised it. Officials stopped choosing Slow Streets by themselves (a process that had been based on a recent community bike plan) and worked with the groups instead. They created an “Essential Places” program, which set up traffic cones and informational displays on high-crash corridors near grocery stores and pharmacies. To clarify intentions and create an aesthetic that resonated with neighbors, the city also updated the street closure signs: Some now feature silhouettes of two Black girls running and a kid riding a Scraper Bike, a change that was cheered by the Scraper Bike Team.

Critics give the city credit for persistence. “I’m grateful now that they gave us some feedback opportunities,” said Jones, who added that he also recently received a survey from the city in the mail soliciting reactions to Slow Streets from him and his neighbors. But he’s still frustrated with how the process unfolded from the start, and how little he thinks the city has done to respond to his concerns to date.

“We’re eight, nine months into this,” he said. “These people make these decisions and think it’s great, but if you’d asked some of us who live here before, we could have told you it’s not.”

## Taking it slow

Oakland wasn’t the only city to run into conflicts around social and racial equity with their street closure program. Officials in Seattle were told that the closure signs made some residents of historically Black neighborhoods feel excluded and had triggered at least one uncomfortable confrontation, in which a white resident told a Black resident they weren’t using the street correctly. “For some people, this felt like another form of displacement, or part of a continued pressure,” said Sam Zimbabwe, the city’s transportation director.

Elsewhere, in New York City and San Francisco, there was the opposite pushback: complaints that the street closure programs did not immediately extend into low-income neighborhoods. In Baltimore and Washington, D.C., meanwhile, drivers and some residents took aim at the street barricades designed to limit through-traffic, smashing or removing them.

“Sometimes it can feel like you’re damned if you do, damned if you don’t,” Logan said.

In May, the Los Angeles Department of Transportation (LADOT) closed streets in West Los Angeles to limit traffic and promote social distancing. Photographer: CHRIS DELMAS/AFP via Getty Images

Indeed, while some cities took a lashing for equity missteps and oversights, those that hadn’t acted swiftly to shut down streets also faced heavy criticism from bicycle and pedestrian advocates for missing their chance to reclaim auto-dominated streets, as in Chicago. But slow adoption could also be a virtue. After initially deciding against a slow streets program without rigorous community outreach, the city of Atlanta later set up Covid testing sites and census registration tents, programmed by trusted community groups, along key neighborhood corridors.

In Los Angeles, demand for slow streets came early on in the pandemic from wealthy, white neighborhoods, where residents were working from home. But rather than react with a citywide rollout, LADOT general manager Seleta Reynolds took a different tack. Low-income communities of color were “still on transit,” she said on a recent panel. “They were the ones who were actually

driving more because as they lost their jobs in retail and service industries, they fell into jobs in the gig economy where driving itself was a job. And they needed different things and were being disproportionately impacted by the virus.”

So the city paid community-based organizations to survey hard-hit neighborhoods about what they wanted, Reynolds said, then used funding earmarked for slow streets to support outdoor dining in those areas. Other neighborhoods that wanted street closures still received them.

Durham also found success by listening and responding. The transportation department applied for and won a \$25,000 grant from NACTO to implement a transportation-based pandemic response in partnership with a community-based organization. Their program was dubbed Shared Streets, and in East Durham, it kicked off with three public meetings led by Ortiz. Through those conversations, longstanding concerns about traffic speeds and safety ultimately influenced the design of the program. In the end, five streets received curb extensions and painted traffic circles to slow speeding cars, created with the help of neighborhood volunteers.

Aidil Ortiz speaks to residents in East Durham about the Shared Streets program. Courtesy City of Durham

“I think taking the extra time did allow us to develop a project that I hope is better serving the needs of communities,” said Dale McKeel, the city’s bicycle and pedestrian coordinator. He credits the city’s relationship with Ortiz and its existing commitments to equitable engagement.

To Ortiz, the program was essentially a small-scale trust-building exercise between the city and constituents who harbor legitimate suspicions. The fact that the shared streets project was limited in scale and temporary helped, she thinks. “It was reassuring to people that this wasn’t just a one-time thing that we would listen to them just this once,” she said. “We are committed to listening.”

Now, as officials consider extending these programs while grappling with pandemic-battered budgets, the challenge is to keep communication lines open. Reaching out to residents, holding genuine conversations and incorporating feedback requires staff time as well as money. Building trust with marginalized communities may also require cities to first put their trust in key intermediaries. Tamika Butler and Naomi Iwasaki, transportation consultants who focus on social justice and who advised the NACTO grant program, said that a central lesson from Durham, Atlanta and L.A. is that officials allowed the needs of underserved people to determine solutions on the ground, even if it meant expanding how problems were originally defined.

“Having community partners take the lead — which is often a challenge because of built-in bureaucracies — and being open to hearing stuff that is not always transportation-related is a huge part of it,” Butler said. “Cities need to understand that no one issue lives in isolation.”

Cities ought to redirect existing funds to paying community-based groups like hers so that they can guide more planning processes, Ortiz said. “A lot of people think you need additional resources to do this kind of work, but you really just need to repatriate resources that are already going to other consultants,” she said.

## City planning’s “history of trauma”

Slow Streets was more than a program — it also became a turning point in urbanist discourse. Several equity advocates interviewed for this article said they believed that the planners and officials they work with have developed a deeper understanding of the issues at stake as a result.

Thomas, who wrote the op-ed that critiqued Oakland’s program, says she’s still disappointed by outcomes in Oakland and other cities that have gone forward with slow streets specifically, but heartened to see that a younger generations of planners is learning to work with communities that go beyond the textbook. She said her op-ed has appeared on multiple university syllabi, and that she is working with professional planning groups to develop certification processes that better include people from different backgrounds.

To help build trust from the ground up, Thomas says, cities should invest in people who understand the communities they serve, and learn from the practices of social workers, counselors and mediators as they develop solutions. “What is still missing is an interdisciplinary, multi-departmental approach: not just asking what we do with streets, but digging into how we make cities and communities healthier,” she said. “If we shift to that focus, then our interventions will start to look a little different.”

A slow streets barricade in Baltimore. Photo: David Dudley/Bloomberg CityLab

Logan agreed that planners might take a page from trauma therapists. In a year that has put police departments in the spotlight for their legacies of brutalizing Black communities, there has also been a quieter reckoning over the fact that those who configure streets, build highways and fund housing can have an equally profound impact on communities of color — often negative.

“City planners think they just do bike lanes,” he said. “But this is the industry that not that long ago rammed a bunch of freeways through neighborhoods and totally disconnected people. We need to reconcile that there is a history of trauma in what we do.”

As Oakland Slow Streets continues to evolve, his new objective is to help neighborhood groups take more leadership over micro-scale traffic interventions — for example, if one community

wants a parklet on their block, while another wants a traffic circle, he wants the city to be able to supply safety tools and support for residents to make it happen on their own. It's a vision of DIY urbanism that reflects lessons learned from Slow Streets, as well as the austerity required by Oakland's \$62 million budget hole.




Still, he says he won't back down from making changes that are critical in corridors where crashes and traffic deaths are high. "You can't just tell the city to go away," Logan said. "If we go away, then you still get nothing. Then we're just recreating the same injustices all over again."

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By Kea Wilson  
Jan 21, 2021  
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     Take one glance at the [US DOT's sprawling org chart](#), and you'll see a gaggle of departments dedicated to the needs of motorists, transit passengers, air travelers, maritime shipping magnates, pipeline operators, and more. But what you won't find is an office dedicated specifically to the needs of people who walk, bike, or use wheelchairs to navigate our country's streets — a group that includes every single American for at least a part of every journey they take.

Now, advocates are hoping that the next administration will finally do something to address that glaring omission — and usher in a sea change in the way our federal government thinks about the safety and convenience of vulnerable road users.

Prior to the November election, nonprofits People for Bikes and the Rails-to-Trails Conservancy set for an [agenda](#) for the next administration that included what seemed like a longshot: the establishment of an Active Transportation Administration within the federal DOT. But when the news broke that former South Bend Mayor and [Vision Zero advocate](#) Pete Buttigieg would lead the department, that Hail Mary began to look a little more realistic.

And in the wake of a [terrifying surge in car crashes in 2020](#), it's a more urgent mandate than ever.

"We're running on a dozen years of relentless increases in traffic violence," said Kevin Mills, vice president of policy for Rails-to-Trails. "If we don't want to find ourselves even worse off in four years than we are now, we need to need structural change to make sure that policy innovations can come in alongside infrastructure investment."

Now, advocates are joining Mills and his colleagues in dreaming big about how

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structural change could make active transportation a priority at the US DOT — and what our cities might look like with better federal funding and leadership.

**How the DOT advocates for active transportation – and how it doesn’t**

People outside of cars don’t just lack a champion at the nation’s highest transportation office right now. They’ve *never* had one.

“I don’t know that there has ever been a pedestrian safety czar; certainly not in title,” said Doug Hecox, a spokesperson for the Federal Highway Administration, which is within the US DOT. “Pedestrian safety is a shared responsibility — the FHWA bears some responsibility, the Federal Transit Administration bears some, the National Highway Traffic Safety Administration bears it, too... But at the end of the day, it’s very much a local issue. I don’t mean to sound like I’m passing the buck at all, but our state and local agencies are better equipped to address the needs of people on the ground than we are.”

Congress has generally agreed that sidewalks are best paid for by the regional transportation leaders who understand their cities best — even if they’ve been all too happy to provide massive, highly flexible subsidies for driver-focused infrastructure like highways. Federal funding for sidewalks and protected bike lanes tend to get tacked onto car-focused road (or, more rarely, transit) projects to “complete” new or newly-renovated streets, if it’s funded at all — and there’s never been any form of “Federal Sidewalk Act” that would rival the legislation that built our national highway network.

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A 2009 Survey from America Bikes found that voters from all political parties, gender groups, age groups, and region types overwhelmingly supported increasing federal sidewalk and bikeway funding. Graphic: [Visual.ly](#)

Even the largest pot of federal money that’s specifically dedicated to active transportation infrastructure — called the “Transportation Alternatives Set-Aside” — is actually only a *portion* of a pool of money that’s reserved primarily for drivers. (Presumably, driving is the default mode to which sidewalks are the wacky “alternative,” at least in the eyes of the DOT.) The set-aside is carved out from the the larger Surface Transportation Block Grant program, which provides states with flexible road funding based on a federal formula. Of the \$12.1 billion in the program, only \$850 million (or roughly 7 percent) is set aside for active transportation, and that money is then [divvied up across the entire country](#).

And that subset of the pot doesn’t usually stretch very far. Tennessee, for instance, received only \$19 million from the set-aside last year, but Nashville alone needs an estimated [\\$750 million](#) in the next five years to catch up with its sidewalk maintenance backlog and simply *start* plugging the most dangerous gaps in the city’s walking infrastructure network.

That measly 7-percent share shrinks even further when you factor in the billions that states collect from the six other formula programs that the DOT administers,

most of which guarantee no money for stuff like bike lanes at all. Add it all up, and the set-aside makes up just [1.9 percent](#) of all federal DOT funds given out last year — even though, to repeat the DOT’s own mantra, [everyone is a pedestrian at some point in his, her or their day](#).

On a policy level, the vacuum in walking and biking leadership is even more alarming. Even the most common-sense laws have struggled to gain traction without a dedicated champion fighting for them — like ending the loophole that allows states to still collect federal funding even when they set [safety “targets” that would allow \*more\* people to die on their roadways than in years prior](#) (essentially removing all incentives to to curb pedestrian and cyclists deaths). Even the Department’s dedicated roadway safety agency, the National Highway Traffic Safety Administration, has historically focused on reducing road user death toll through a troubling narrow mission shaped around “education, research, safety standards, and enforcement” alone — a scope that doesn’t even include the infrastructure-based safety solutions that most experts agree are the key to saving lives.

“NHTSA’s main wheelhouse is improving car technology — particularly for vehicle inhabitants,” said Mills, citing the agency’s glaring omission of pedestrian crash standards from its [New Car Assessment Program](#). “What we want is for people not to get hit by cars in the first place. [On infrastructure], there are people in the Transportation Alternatives program who are doing good work, but there are too few of them, they’re buried too far down in the hierarchy, and they’re not empowered to bring a whole-agency focus to big problems — like ending the traffic violence epidemic.”

**What an active transportation administration could do**

If active transportation were given a real voice at the DOT, Mills is optimistic that those massive blind spots could shrink — and with time, make the needs of non-drivers a funding and policy focus, rather than an afterthought.

“If you think about it, the Secretary has a bit of a cabinet, just like the President does,” said Mills. “Active transportation should have a seat at that table, just like transit and highways do. Sidewalks and bikeways aren’t just an offshoot of a road agenda; promoting active transportation is agenda in its own right.”

In its most robust form, an active transportation administration could, theoretically, fight for a much bigger slice of the DOT pie than the crumbs currently thrown to “alternative” modes — and potentially invest it in the kind of walking- and biking-focused programs that fall outside the traditional purview of agencies that focus on the needs of drivers first. (Think a dedicated program to improve wheelchair accessibility on all US streets, or a sweeping [federal greenways act](#) — both of which hang long been on advocates’ wishlists.)

Setting up a new office alongside big-money agencies like the Federal Highway Administration, the Federal Transit Administration — and, uh, [whatever the Saint](#)

[Lawrence Seaway Development Corporation](#) is – would require the cooperation of Congress, but Buttigieg and Biden could get to work on day one to push for their colleagues to fund the office as part of the new infrastructure package that Biden has promised to introduce in his first 100 days in office.

But even without a whole new agency, Buttigieg could still do a lot to elevate the status of active transportation in the DOT. Mills says the Secretary doesn't need the authorization of Congress to appoint a biking and walking czar — and by simply empowering one person to fight for the interests of vulnerable road users across all existing agencies, he could help solve the multi-pronged problem of ending car dependency in America.

“The real question we really need to ask is, ‘How can we make transit, walking and biking work together to collectively provide a viable alternative to driving?’” Mills said. “Not just, ‘Is there a recreational trail nearby,’ but ‘Can you safely and comfortably get to the closest rail station without a car?’ We think that holistic community design is an under-appreciated strategy to improve street safety, but the DOT isn't set up to address that.”

A third way, Mills said, would be to simply up the funding for “alternative” modes in the discretionary grants the department will oversee — grants that Deputy Secretary-nominee Polly Trottenberg, who has [more than a little experience implementing Vision Zero policies](#), will be most directly charged with administering — and give the person in charge of administering the set-aside more power to communicate across the agencies.

But whichever route we take to build power, there may be no better time to install a dedicated active transportation champion in the DOT — especially as states scramble to keep their residents moving despite COVID-ravaged transportation revenues.

“What I'm hearing from so many communities right now is that they're struggling to ensure that they'll have the money they need,” said Hecox. “And I'm confident that there are similar challenges being faced by communities of every size nationwide as they wrestle with how to find the money to build things like new sidewalks and bikeways. They're all looking to the federal government because the state resources have, essentially vanished.”

Whether active transportation will get the resources it needs, ultimately, is a question for Congress as it contemplates the next infrastructure bill. But giving people who walk and roll one cohesive voice in Washington could be a good start — and an essential tool in the fight to change the federal structures that underlie our broken transportation landscape.





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