

# UNIFIED PLANNING

WORK PROGRAM

(UPWP)  
& BUDGET

JULY 1, 2020 - JUNE 30, 2022  
MAY 14, 2020



FY 2020/21-2021/22

# Broward Metropolitan Planning Organization

## UNIFIED PLANNING WORK PROGRAM and BUDGET

### FOR TRANSPORTATION PLANNING ACTIVITIES

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ADOPTED BY THE BROWARD MPO  
on May 14, 2020



MPO Chair

PREPARED BY THE  
BROWARD METROPOLITAN PLANNING ORGANIZATION

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# I. ACRONYMS



AA	Alternatives Analysis
AADT	Annual Average Daily Traffic
ACES	Automated/Connected/Electric/Shared-use (ACES) Vehicles
ADA	Americans with Disabilities Act
ATMS	Advanced Traffic Management System
BCAD	Broward County Aviation Department
BCPC	Broward County Planning Council
BCPE	Broward County Port Everglades
BCT	Broward County Transit
BCTD	Broward County Transportation Department
BCTED	Broward County Traffic Engineering Division
BMPO	Broward Metropolitan Planning Organization
BPAC	Bicycle and Pedestrian Advisory Committee
BRT	Bus Rapid Transit
CAC	Citizens' Advisory Committee
CAM	Common Area Maintenance
CFR	Code of Federal Regulations
CIP	Capital Improvement Program
CIGP	County Incentive Grant Program
CMP	Congestion Management Process
COOP	Continuity of Operations Plan
CSAC	Complete Streets Advisory Committee
CSLIP	Complete Streets and other Localized Initiatives Program
CSS	Context Sensitive Solutions
CTC	Community Transportation Coordinator
CTD	Florida Commission for the Transportation Disadvantaged
DBE	Disadvantaged Business Enterprise
DEIS	Draft Environmental Impact Statement
EAR	Evaluation and Appraisal Report
EIS	Environmental Impact Statement
EJ	Environmental Justice
EPA	Environmental Protection Agency
EPGMD	Environmental Protection and Growth Management Department
ETDM	Efficient Transportation Decision Making
ETAT	Environmental Technical Advisory Team
FAA	Federal Aviation Administration
FAST	Fixing America's Surface Transportation Act
FAU	Florida Atlantic University
FDOT	Florida Department of Transportation
FEC	Florida East Coast Railway
FHWA	Federal Highway Administration
FIHS	Florida Intrastate Highway System
FLL	Fort Lauderdale - Hollywood Int'l Airport
FSHSP	Florida Strategic Highway Safety
FSTED	Florida Seaport Transportation and Economic Development
FTA	Federal Transit Administration
FTAC	Freight Transportation Advisory Committee
FTE	Florida's Turnpike Enterprise

GIS	Geographic Information System
HOA	Home Owners Association
ICM	Integrated Corridor Management
ICTF	Intermodal Container Transfer Facility
INFRA	Infrastructure for Rebuilding America
ITS	Intelligent Transportation System
LAP	Local Agency Program
LCB	Local Coordinating Board
LEP	Limited English Proficiency
L RTP	Long Range Transportation Plan
LOS	Level of Service
MAP-21	Moving Ahead for Progress in the 21 <sup>st</sup> Century Act
MDT	Miami-Dade Transit
MDTA	Miami-Dade Transit Authority
MMLOS	Multimodal Level of Service
MMPL	Multimodal Priorities List
MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organization Advisory Council
MTP	Metropolitan Transportation Plan
NAAQS	National Ambient Air Quality Standards
NEPA	National Environment Policy Act
NOPC	Notices of Proposed Change
NTI	National Transit Institute
O/D	Origin & Destination
OMD	Office of Modal Development (FDOT)
PACE	Planning and Conceptual Engineering
PBTPA	Palm Beach Transportation Planning Agency
PD&E	Project Development & Environment
PE	Preliminary Engineering
PEA	Planning Emphasis Area
PIMT	Public Involvement Management Team
PL	Planning
PPP	Public Participation Plan
PTAC	Planning Technical Advisory Committee
RCI	Roadway Characteristics Inventory
RTP	Regional Transportation Plan
RFQ	Request for Qualifications
RFP	Request for Proposals
ROW	Right of Way
RPC	Regional Planning Council
RPIP	Regional Public Involvement Plan
RTP	Regional Transportation Plan
RTTAC	Regional Transportation Technical Advisory Committee
SBP	Strategic Business Plan
SEFTC	Southeast Florida Transportation Council
SERPM	Southeast Regional Planning Model
SFECCTA	South Florida East Coast Corridor Transit Analysis
SFRC	South Florida Rail Corridor

SFRFP	South Florida Regional Freight Plan
SFRPC	South Florida Regional Planning Council
SFRTA	South Florida Regional Transportation Authority
SIS	Strategic Intermodal System
SRTP	Strategic Regional Transit Plan
SU	Surface Transportation Program Urban Funds
TAC	Technical Advisory Committee
TAP	Transportation Alternatives Program
TCI	Traffic Characteristics Inventory
TCTC	Treasure Coast Transportation Council
TCRPC	Treasure Coast Regional Planning Council
TD	Transportation Disadvantaged
TDM	Transportation Demand Management
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TIGER	Transportation Investment Generating Economic Recovery
TRAC	Transportation and Civil Engineering Program
TIP	Transportation Improvement Program
TMA	Transportation Management Association
TOD	Transit Oriented Development
TRB	Transportation Research Board
TRIP	Transportation Regional Incentive Program
TSM&O	Transportation System Management and Operations
TSP	Traffic Signal Priority
ULI	Urban Land Institute
UPWP	Unified Planning Work Program
USDOT	United States Department of Transportation
VMT	Vehicle Miles Travelled



# II. COST ANALYSIS CERTIFICATION STATEMENT





**Florida Department of Transportation**

**RON DESANTIS**  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

**KEVIN J. THIBAUT, P.E.**  
SECRETARY

POLICY PLANNING  
02/19

**Cost Analysis Certification**

**Broward MPO**

**Unified Planning Work Program - FY 2020/2021 – 2021/2022**

Adopted 5/14/2018

Revision Number: Initial Adoption

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

\_\_\_\_\_  
Name: Michael P. Hicks

\_\_\_\_\_  
Planning Specialist – District 4

\_\_\_\_\_  
Title and District

DocuSigned by:

*Michael Hicks*

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6/17/2020

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Signature



# III. INTRODUCTION

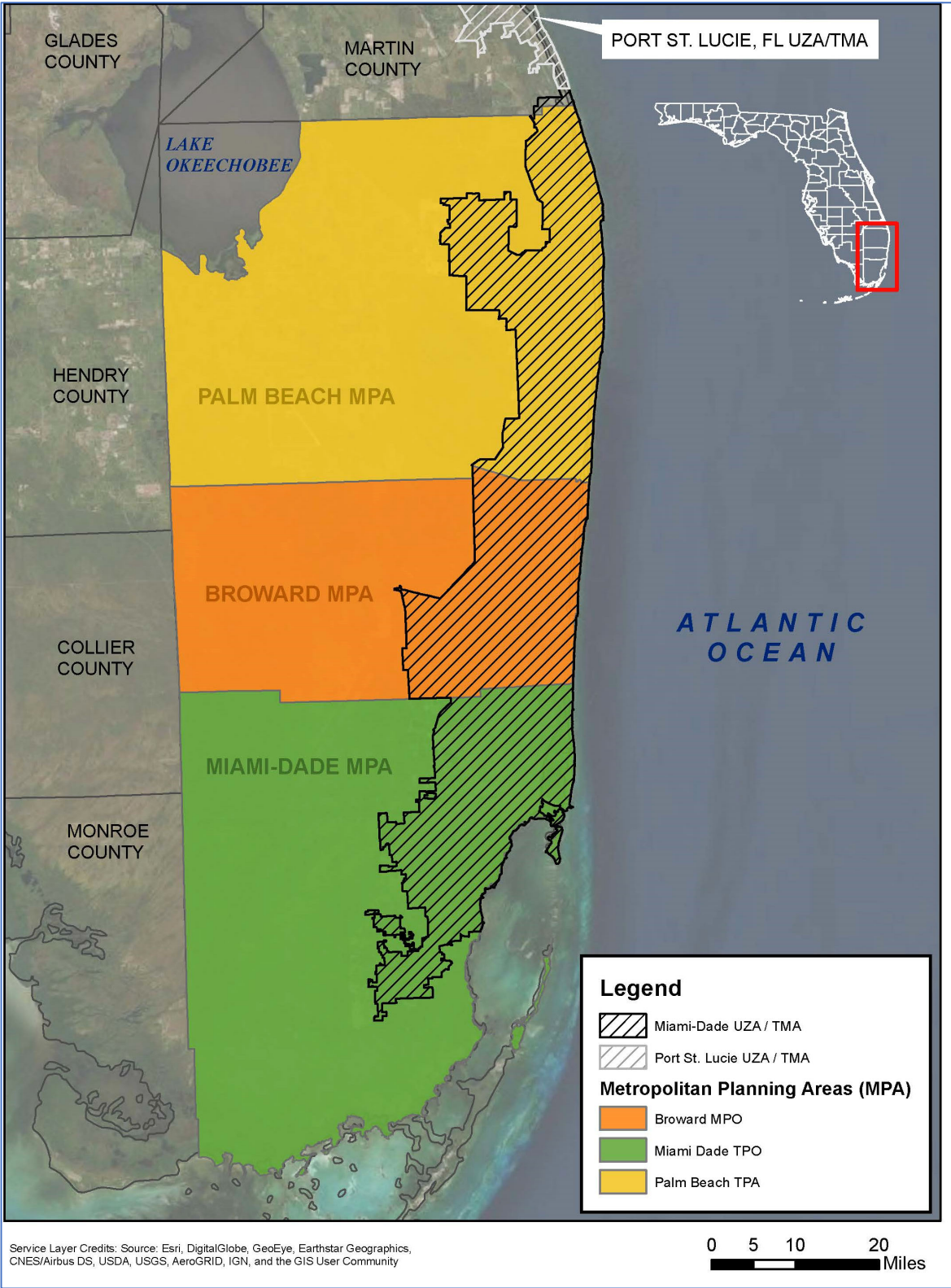
## **A. Definition of the Unified Planning Work Program (Planning and Operating Budget)**

The Broward MPO's FY 2020/2021 – FY 2021/2022 Unified Planning Work Program (UPWP) contains the agency's Strategic Business Plan activities, planning efforts and operating budget for a two-year period. The Code of Federal Regulations (CFR) defines a UPWP as "a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds." The UPWP documents federal, state, and local participation in the continuing, comprehensive, and cooperative transportation planning process within the region reflecting the MPO's broader responsibilities as one of multiple MPOs designated for a single urbanized area (Miami Urbanized Area)/Transportation Management Area (See Figure 1).

The UPWP is approved by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). It is used to monitor the expenditure of Federal and State funds. The UPWP also serves as a strategic management tool, enabling the Broward MPO to administer its planning responsibilities with available revenues. The UPWP is required under Chapter 163.01 and 339.175(5) (d) and (e), Florida Statutes. The UPWP is also required under Federal Regulations 23 CFR 420.111 and 23 CFR 450.308. The UPWP is prepared in accordance with the Florida MPO Program Management Handbook, the Americans with Disabilities Act (ADA) of 1990, and Title VI of the Civil Rights Act of 1964. This document reflects Title VI Environmental Justice (EJ), Limited English Proficiency (LEP), and State Planning Emphasis Area (PEA) provisions that the Broward MPO addresses in its transportation planning activities.

Figure 1

MIAMI UBANIZED AREA/TRANSPORTATION MANAGEMENT AREA



## B. Current Overview of Comprehensive Transportation Planning Activities

The UPWP contains the following six Tasks which summarize the major activities of the Broward MPO:

- 1.0 MPO Administration, Board/Committee Coordination and Public Participation/Outreach
- 2.0 Data Collection and Analysis
- 3.0 Metropolitan, Regional and Intermodal/Freight Planning
- 4.0 Complete Streets, Transit Planning and Congestion Management
- 5.0 Transportation Improvement Program
- 6.0 Regional Transportation Model and Data
- 9.0 Broward County and Municipal Services

1.0 MPO ADMINISTRATION, BOARD/COMMITTEE COORDINATION and PUBLIC PARTICIPATION/OUTREACH – This Task contains activities required to manage the transportation planning process and all UPWP work products on a continual basis, including strategic business plan management, UPWP development/administration, information technology development/improvements and administrative/operational activities required to function as an independent MPO. Further, priorities include but are not limited to management of Broward MPO boards and advisory committees, public involvement/education across all work tasks and segments of the population including evaluating the effectiveness of the MPO's public involvement efforts and other requirements of a structurally independent MPO.

2.0 DATA COLLECTION AND ANALYSIS – This Task contains activities needed to monitor travel characteristics such as socioeconomic data, transportation system data, and environmental concerns and issues. Priorities include but are not limited to data collection and analysis, safety data collection, geographic information system (GIS) development, comprehensive plan support and management systems development. Data collection and analysis also includes efforts needed to address all performance measures required for MPO planning efforts. Further, data collection efforts include opportunities to share with both transportation partners and the public.

3.0 METROPOLITAN, REGIONAL and INTERMODAL/FREIGHT PLANNING – This Task contains activities related to long- and short- range multimodal transportation system planning and coordination and safety and security. Priorities include: the Metropolitan Transportation Plan (MTP), regional transportation planning and freight and intermodal planning.

The current adopted (December 2019) Metropolitan Transportation Plan (MTP) is the **2045 Metropolitan Transportation Plan (Commitment 2045)**. Commitment 2045 was developed with extensive public outreach and is consistent with local comprehensive planning efforts and other local and state plans. It is the basis for Broward's transportation planning and programming decisions. In addition to common elements that are required for a MTP, Commitment 2045 is a citizen-friendly, plain speak document that recognizes there is less public money (outside local surtax funding) for transportation projects, the importance of public outreach and strategic partnerships, and takes a leading role in identifying potential climate change impacts to our transportation network. The maintenance of the MTP and the implementation of projects identified in Commitment 2045 is one of the focuses of this Task.

The Broward MPO, Palm Beach Transportation Planning Agency and Miami-Dade Transportation Planning Organization (referred to collectively as MPOs) will continue their regional coordination efforts through the South East Florida Transportation Council (SEFTC), the South Florida Regional Transportation Authority's (SFRTA's) Planning Technical Advisory Committee (PTAC), Broward County



Transit (BCT) and transit agencies from adjacent counties. While the three MPOs of the Miami Urbanized Area remain as separate entities because of the unique situations within each county, each acknowledge the need for strong regional coordination to ensure the region's transportation system functions seamlessly. The three MPOs continue to collaborate, develop and maintain the Southeast Florida Regional Transportation Plan (RTP). The RTP is currently being updated to reflect the 2045 LRTPs of the Broward, Miami-Dade, and Palm Beach MPOs. For the 2045 RTP update, the Broward MPO serves as the lead agency/project manager and provides administrative services for SEFTC and its subcommittees. The related regional model and data collection effort (collaboratively funded by the region partners) is described in 6.0 REGIONAL TRANSPORTATION MODEL AND DATA.

Lastly, the three MPOs of the Miami Urbanized Area, in coordination with the Florida Department of Transportation (FDOT), District 4 and 6, collaborated on the development of the 2040 Southeast Florida Regional Freight Plan (SFRFP). Some elements of the SFRFP will be updated as part of the development of the 2045 RTP. The SFRFP will continue to serve as the freight element of the 2045 RTP and provide critical input into the individual MPOs' MTP updates. In addition, the Broward MPO's Freight Transportation Advisory Committee (FTAC) provides the MPO a forum to coordinate and gain input on projects identified in the MPO's MTP, TIP and RTP. Further, the MPO works with public and private sector agencies and municipalities on new and ongoing studies affecting the port and airports in Broward and the port and airport efforts affecting local agencies and municipalities.

4.0 COMPLETE STREETS, TRANSIT PLANNING and CONGESTION MANAGEMENT – This Task contains activities related to the overall planning, implementation and management of multimodal transportation options.

The Broward MPO's Complete Streets Initiative creates a safe and efficient transportation network that promotes the health and mobility of all residents and visitors by providing safe, high quality multimodal (pedestrian, bicycle, transit and automobile) access throughout Broward. The Broward MPO takes the necessary steps to assess the pre- and post-conditions of our Complete Streets projects. Metrics related to the mobility, safety, health and sustainability, and economic vitality will be used to evaluate the success of all of our future projects. As part of the Complete Streets Initiative, the Broward MPO also regularly conducts walking audits, trainings and hosts community engagement events to promote active transportation. Additionally, the Broward MPO provides technical assistance to its partners by offering workshops, such as the Safe Streets Summit and ADA Transition Plans training series. To complement these efforts, the MPO's Complete Streets Master Plan guides investment in Complete Streets and prioritizes active transportation projects. Through the mobility program, the implementation arm of the Complete Streets Initiative, the Broward MPO is investing approximately \$400 Million in Complete Streets type of improvements which are being implemented in coordination FDOT and local partners.

One of the main emphasis areas of the MPO's MTP (Commitment 2045) is the improvement of the transit system to enhance the mobility of people. The MPO continues to refine its Mobility Hub initiative, which is a key to improving the connectivity of the transit system to the surrounding land uses. The MPO is leading the effort to develop master plans for Mobility Hub areas and funding the implementation of improvements.

Lastly, the annual Congestion Management Process is aimed at managing the congestion and increasing safety on the roadway network using a multimodal and livability approach. The CMP develops regional objectives and multimodal performance measures. The process includes collecting

relevant data, evaluating system performance, analyzing problems and needs and then identifying and assessing strategies, including resiliency strategies. The improvements are programmed, implemented and finally evaluated for effectiveness.

5.0 TRANSPORTATION IMPROVEMENT PROGRAM – This Task contains activities related to the development of the TIP, which includes the Multimodal Priorities List (MMPL) development. The federal government requires that the use of federal aid for transportation facilities and services be consistent with MPO-endorsed plans and programs, including the TIP (23 CFR 450). The Florida Statutes provide MPOs with the statutory responsibility to set priorities for all modes of transportation in the draft FDOT Five-Year Work Program. This is done through the MPO by annually updating the MMPL, consistent with the MPO's MTP and in collaboration with Broward MPO partner agencies. Based on this list of project priorities, the Broward MPO works with operating agencies of all modes to annually update the multimodal TIP. The TIP includes the federally mandated performance measures and projects/programs for the next five years, is financially constrained, and addresses both local and regional concerns. The Broward MPO also strives to provide a public friendly search tool to those interested in identifying projects within their municipality or local community.

6.0 REGIONAL TRANSPORTATION MODEL AND DATA – This Task contains shared regional activities (funded by all the regional partners) that the Broward MPO either supports or takes the lead on in conjunction with FDOT Districts Four and Six, the Miami-Dade Transportation Planning Organization (TPO), and the Palm Beach Transportation Planning Agency (TPA). Current activities under this Task include the maintenance and further development of the Southeast Regional Planning Model (SERPM) as well as the collection of big data (such as Origin/Destination, travel time, travel speed, and travel volumes) to support the validation and calibration of SERPM to support the metropolitan transportation planning process.

[Task 7.0 and 8.0 do not exist at this time, but are available for future federally funded UPWP activities, Task 9.0 begins locally funded UPWP activities.

9.0 BROWARD COUNTY AND MUNICIPAL SERVICES – This Task contains MPO activities related to surtax, transportation planning and outreach services provided to MPO member governments. These services are fully funded by respective member governments through the execution of interlocal agreements with the Broward MPO. Ancillary activities such as accounting, recordkeeping and administrative services, including indirect costs to support the activities of the interlocal agreements, are also fully funded by respective member governments. Each interlocal agreement contains a detailed description of the services offered to the member government along with the member government's financial commitment. It is anticipated that additional member governments will enter into similar interlocal agreements with the MPO to provide transportation planning services. Federal and State legislative advocacy services are also contained in this Task. These services are fully funded through the collection of a local contribution from member governments.

## **C. Planning Priorities for the Broward MPO Planning Area**

The Broward MPO assists federal and state governments in managing and operating the transportation infrastructure to meet a broad range of user needs. The previous section summarized the most significant planning priorities for the Broward MPO. The level of effort is provided in more detail in the UPWP Work Tasks listed in this document. Priority efforts will continue to be placed on coordination of

non-emergency transportation systems, promoting safe and secure transportation systems and advancing complete streets, freight planning, regional planning and the MTP. The level of planning effort for the Broward MPO is driven by the long-range and operational planning needs of the various modal operating agencies and federal requirements. The transformative changes developed in past MTPs created a paradigm shift in the efforts of the Broward MPO, particularly in the areas of funding constraints for projects identified in the MTP which led to the development of six funding programs. Additional efforts have been made to develop a non-cost constrained transit vision (with a 2100 planning horizon) as part of the 2045 MTP update which includes scenario planning. Climate change, sea-level rise and emerging technologies such as automated/connected/ electric/shared-use vehicles (ACES) also play a role in the 2045 MTP update and other MPO planning efforts. Further, the MPO has been developing a competitive planning grant program to fund local and regional planning efforts requested as part of our outreach efforts. Most importantly, throughout all MPO planning efforts, federally mandated performance measures will be considered and addressed.

#### **D. Transportation related air quality planning activities (if applicable) anticipated in the non-attainment areas**

The Broward MPO is part of the Miami Urbanized Area, which is currently in attainment.

#### **E. Planning tasks to be performed with funds under Title 23, U.S.C and 49 U.S.C. §53.**

All administrative, data collection/analysis and planning tasks described above (Tasks 1.0 through 9.0) will be performed to some degree with funds under Title 23, U.S.C and 49 U.S.C. §53. Details of this funding combined with other funding sources allocated to each of the tasks are specified in the financial tables for each task and financial tables provided in Section IX.

#### **F. Soft Match Definition, Amount Being Matched and Indirect Cost Rate (if applicable)**

“Soft match” is other expenses that are related to a project but will not be charged to the project. Toll Revenue Credits or the value of third party in-kind contributions are considered soft matches.

Section 120 of Title 23, U.S.C., permits a State to use certain toll revenue expenditures as a credit toward the non-Federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the Federal share to be increased up to 100% to the extent credits are available. FDOT has adopted the policy to use the toll credits for statewide and metropolitan planning funds. The “soft match” amount being utilized to match the FHWA funding in the UPWP is 81.93% of FHWA program funds for a total of \$4,152,716.

Soft match amounts are listed as follows:

**Soft Match**

(or In-Kind Match)

	<b>Fund Type</b>	<b>Agency Providing</b>	<b>Rate</b>	<b>FY 20-21</b>	<b>FY 21-22</b>
1.	FHWA - PL <sup>1</sup>	FDOT	18.07%	\$ 416,092	\$ 447,126
2.	FHWA - SU <sup>2</sup>	FDOT	18.07%	\$ 953,671	\$ 1,027,244
3.	FTA - 5305(d) <sup>3</sup>	Broward MPO	10.00%	\$ 148,656	\$ -
4.	FTA - 5305(d) <sup>4</sup>	FDOT	20.00%	\$ 84,742	\$ 198,661

<sup>1</sup> FHWA - PL Cash: 81.93%<sup>2</sup> FHWA - SU Cash: 81.93%<sup>3</sup> FTA - 5305(d) Cash: FTA - 80.00%, FDOT - 10.00%<sup>4</sup> FTA - 5305(d) Cash: FTA - 80.00%*FDOT uses toll credits to fulfill the required FHWA PL, SU & FTA 5305(d) non-Federal share.*

The Broward MPO will reimburse actual costs. Thus, no indirect rate will be utilized.

### G. Public participation process used in the development of the UPWP

Public involvement is a major activity for the Broward MPO. The approved and implemented Public Participation Plan (PPP) describes these efforts in detail and includes techniques for evaluating the effectiveness of public involvement activities. Further, while particular emphasis is devoted to public outreach and involvement in all facets of transportation planning and service delivery, a major focus is to involve people who are traditionally underserved and underrepresented. For the development of the UPWP, extensive outreach was performed consistent with the above. In addition to soliciting input through the MPO Board and its committees, the MPO produced a flyer which was widely distributed electronically, via social media and in the MPO Newsletter. In addition, prior to the UPWP adoption, the MPO advertises in three widely distributed newspapers (South Florida Times, El Sentinel and Sun Sentinel) that the UPWP is available for review and comment. Comments received from the outreach have been compiled and are either addressed within the UPWP or will be addressed, as feasible, through the Broward MPO's competitive planning grant program. Those comments which fall outside the scope of the UPWP have been directed to the appropriate implementing agency.

## H. Federal Planning Factors

The Broward MPO and other responsible agencies incorporate into the process a variety of transportation planning factors. Please refer to Figure 2 for the Federal Planning Factors considered, as outlined in Fixing America's Surface Transportation (FAST) Act.

Figure 2  
FAST ACT PLANNING FACTORS

Ten Planning Factors are considered by MPOs in developing plans and programs that are reflected in the various tasks of the Broward MPO's UPWP. These factors are to:

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

Task	Description	1	2	3	4	5	6	7	8	9	10
1.0	MPO Administration, Board/Committee Coordination and Public Participation/Outreach	X	X	X	X	X	X	X	X	X	X
2.0	Data Collection and Analysis	X	X		X		X	X	X	X	X
3.0	Metropolitan, Regional and Intermodal/Freight Planning	X	X	X	X	X	X	X	X	X	X
4.0	Complete Streets, Transit Planning and Congestion Management	X	X	X	X	X	X	X	X	X	X
5.0	Transportation Improvement Program	X	X	X	X	X	X	X	X	X	X
6.0	Regional Transportation Model and Data	X	X		X		X	X	X		X



9.0	Broward County and Municipal Services	X	X	X	X	X	X	X	X	X	X

### I. State Planning Emphasis Areas (PEAs) and/or Federal Planning Emphasis Areas that have been identified

The State has provided four (4) PEAs related to Safety, System Connectivity, Resilience and Automated/Connected/Electric/Shared-use (ACES) Vehicles. These Emphasis Areas, which are based on and consistent with the Florida Transportation Plan, are considered and addressed throughout the tasks and activities within this UPWP and the past UPWP (FY 2018/19 – FY2019/20). **Safety** is the leading criteria considered when developing all MPO plans and programs, from the MTP to CSLIP to the Complete Streets Master Plan. The Broward MPO has adopted the “Vision Zero” performance measure target for safety. Planning funding has been assigned to safety study efforts in this UPWP. In addition, we are increasing our data collection efforts to help measure and monitor safety issues and implement studies, programs and infrastructure improvements to improve safety for motorized and non-motorized users.

Like Safety, **System Connectivity** is considered when developing all MPO plans and programs. For example, the MPO’s MTP developed distinct funding programs to target funding to those projects which connect the entire transportation system of bikeways, sidewalks, transit and highways. Our recently adopted Complete Streets Master Plan specifically prioritizes System Connectivity as it looks to form a complete multimodal network, including first and last mile linkages to transit and other destinations of interest. The Broward MPO also coordinates closely with its neighbors to the north (Palm Beach) and south (Miami-Dade) through the SEFTC and RTTAC on connectivity, freight, and other regional topics. Through the MPO’s local Freight Technical Advisory Committee (FTAC) and active participation with the MPOAC and its Freight Advisory Committee, the MPO considers boundaries beyond Broward and the importance of linkages to other Florida metropolitan, non-urban and rural areas, including connectivity for passengers and freight.

**Resilience** is being addressed through the newly adopted MTP. By working with our partners at FDOT, the MPO was able to include in the Plan eight resiliency studies along vulnerable corridors. These studies are designed to better understand the specific impacts of sea level rise and climate change on these facilities. Ultimately, the studies will identify projects to help manage or mitigate future climate impacts and maintain mobility and accessibility in the surrounding network. Planning funding has been assigned to resiliency efforts in this UPWP. In addition, the MPO will continue to coordinate with partners, stakeholders, and other experts (land use, drainage, resiliency, etc.) as projects in the MTP are programmed in the TIP and move to the PD&E phase to ensure existing conditions (including vulnerability to sea-level rise, storm surge, flooding events, and drainage limitations) are addressed.

Finally, for the **ACES Vehicles** PEA, the Broward MPO has been considering this technology and the changing transportation landscape for the past several years. The impacts of these new technologies on safety, vehicle ownership, road capacity, vehicle miles traveled (VMT), land-use, roadway design, future investment demands, and economic development are considered to some degree in MPO planning efforts. Our 2045 MTP recognizes the challenges related to future unknown technologies and the degree and speed in which these technologies and vehicles will gain widespread usage. Our member governments have been introducing these ideas at meetings. Further, our most recent Board Engagement Forum presented Smart Cities and how a Smart City can assist with ACES



implementation. The following matrix summarizes which UPWP Tasks will either directly or indirectly address the State PEAs.

Figure 3

## STATE PLANNING EMPHASIS AREAS

Task	Description	Safety	System Connectivity	Resilience	Automated/ Connected/ Electric / Shared- Use Vehicles
1.0	MPO Administration, Board/Committee Coordination and Public Participation/Outreach	X	X	X	X
2.0	Data Collection and Analysis	X	X	X	X
3.0	Metropolitan, Regional and Intermodal/Freight Planning	X	X	X	X
4.0	Complete Streets, Transit Planning and Congestion Management	X	X	X	X
5.0	Transportation Improvement Program	X	X	X	X
6.0	Regional Transportation Model and Data	X	X		X
9.0	Broward County and Municipal Services	X	X	X	X

The Federal Highway Administration and Federal Transit Administration have not identified Planning Emphasis Areas for MPOs.

# IV. ORGANIZATION AND MANAGEMENT

## A. Participants

### Broward MPO Board and Organization

The Broward MPO is a metropolitan level policy board of local, elected officials, established under the federal requirements of 23 U.S.C. 134 for the utilization of federal transportation funds in the urbanized area of Broward County. The State recognizes the Broward MPO as the forum for cooperative decision-making in area wide transportation planning and programming, and the current structure is consistent with FAST Act legislation.

On February 11, 2016, in accordance with State Statutes, the Broward MPO increased its total membership to twenty-five (25) voting members. Nineteen (19) voting members are apportioned to the cities according to municipal district maps. The largest cities in each municipal district are the voting members and the next largest cities are the designated alternates. Five (5) members are apportioned to the County Commission, four (4) of whom also represent BCT and other County transportation departments and one of whom also represents the SFRTA/Tri-Rail. The twenty-fifth Broward MPO voting member is a Broward County School Board member. Finally, there are thirteen (13) alternate municipal members who are eligible to vote when a member(s) is absent. The FDOT has one (1) non-voting advisor, the Secretary of FDOT District Four. See Figure 4 for the current MPO Board governance structure.

Each of the voting and alternate members outlined above are parties to the Interlocal Agreement for the Creation of the Broward Metropolitan Planning Organization (Interlocal Agreement) which was effective on August 3, 1977 and amended thereafter, in part, to provide for the current membership of the Organization.

### Broward MPO's Executive, Governance, Evaluation and Other Committees

The Broward MPO Executive Committee consists of the MPO Chair, Vice Chair, Deputy Vice Chair, one County Commissioner, one MPO alternate member representing small cities, an at-large member, and a Chair Emeritus. In the event a former Chair is unable or unwilling to serve as Chair Emeritus, an additional at-large member will serve on the Committee. This Committee meets prior to the MPO Board's monthly meeting to review the agendas and discuss current and future projects and initiatives.

The MPO Governance Committee is comprised of several MPO Board Members. This Committee monitors governance, recommends policies and provides direction on how the MPO is directed, controlled, and administered. This group provides leadership, direction and oversight for the Organization.

Temporary committees may be established by the MPO Chair, in accordance with the adopted Rules of the Broward MPO, to address specific issues as needed.

Figure 4

## CURRENT MPO BOARD GOVERNANCE STRUCTURE

District	Municipal District Cities	Year 2010 Population	Regular Voting Members	Vote	Alternates (In order of population)
1	<b>Coral Springs</b>	<b>121,096</b>	Coral Springs	1	Parkland
	<b>Tamarac</b>	<b>60,427</b>	Tamarac	1	
	<b>Margate</b>	<b>53,284</b>	Margate	1	
	<b>North Lauderdale</b>	<b>41,023</b>	North Lauderdale	1	
	Parkland	23,962			
2	<b>Pompano Beach</b>	<b>99,845</b>	Pompano Beach	1	Lighthouse Point
	<b>Deerfield Beach</b>	<b>75,018</b>	Deerfield Beach	1	Lauderdale-By-The-Sea
	<b>Coconut Creek</b>	<b>52,909</b>	Coconut Creek	1	Hillsboro Beach
	Lighthouse Point	10,344			
	Lauderdale-By-The-Sea	6,056			
	Hillsboro Beach	1,875			
3	<b>Fort Lauderdale</b>	<b>165,521</b>	Fort Lauderdale	2	Lauderdale Lakes
	<b>Plantation</b>	<b>84,955</b>	Plantation	1	Wilton Manors
	<b>Sunrise</b>	<b>84,439</b>	Sunrise	1	Sea Ranch Lakes
	<b>Lauderhill</b>	<b>66,887</b>	Lauderhill	1	Lazy Lakes
	<b>Oakland Park</b>	<b>41,363</b>	Oakland Park	1	
	Lauderdale Lakes	32,593			
	Wilton Manors	11,632			
	Sea Ranch Lakes	670			
	Lazy Lakes	24			
4	<b>Hollywood</b>	<b>140,768</b>	Hollywood	1	Dania Beach
	<b>Hallandale Beach</b>	<b>37,113</b>	Hallandale Beach	1	
	Dania Beach	29,639			
5	<b>Pembroke Pines</b>	<b>154,750</b>	Pembroke Pines	1	Cooper City
	<b>Miramar</b>	<b>122,041</b>	Miramar	1	West Park
	<b>Davie</b>	<b>91,992</b>	Davie	1	Southwest Ranches
	<b>Weston</b>	<b>65,333</b>	Weston	1	Pembroke Park
	Cooper City	28,547			
	West Park	14,156			
	Southwest Ranches	7,345			
	Pembroke Park	6,102			

Voting Members	Total
Municipal Officials	19
County	4
County appointee to SFRTA	1
School Board of Broward County	1
Total Voting Members	25

### Broward MPO's Technical Advisory Committee (TAC)

The Broward MPO has a broad-based Technical Advisory Committee (TAC) composed of MPO member government planners, engineers, and other professionals, for the purpose of advising and providing technical expertise to the MPO decision-making process for adopting and maintaining area wide transportation plans, policies, and programs. The membership of the Broward MPO's TAC consists of staff members with expertise in matters related to transportation planning. Each voting member city and alternate city on the Broward MPO may appoint one TAC member. See Figure 3 above. Broward County may appoint members from County transportation agencies such as the Broward County Aviation Department (BCAD), the Port Everglades Department, BCT and the Environmental Protection and Growth Management Department (EPGMD). The Broward County Planning Council (BCPC), the Seminole Tribe of Florida, the South Florida Regional Planning Council (SFRPC), the SFRTA and the School Board may appoint one voting member each. FDOT District 4 is a non-voting member.

### Broward MPO's Citizens' Advisory Committee (CAC)

The Broward MPO also has a Citizens' Advisory Committee (CAC) designed to facilitate a broad range of citizen and business involvement in the transportation planning process. The purpose of the CAC is to seek citizen and community reaction to planning proposals and to provide comment to the Broward MPO with respect to the concerns of various segments of the population regarding their transportation needs. The CAC membership includes forty-five (45) voting members. Twenty-five (25) are individual appointees of the regular members of the Broward MPO Board, seventeen (17) are appointed by service organizations and other groups authorized by the Broward MPO and three (3) are appointed by the CAC. The CAC provides community perspective recommendations to the MPO Board.

### Broward MPO's Transportation Disadvantaged (TD) Local Coordinating Board (LCB)

The Transportation Disadvantaged (TD) Local Coordinating Board (LCB) identifies local service needs and provides information, advice, and direction to the Community Transportation Coordinator (CTC) (the CTC for Broward County is currently BCT) on the coordination of services provided to the transportation disadvantaged in Broward County. "Transportation disadvantaged" is defined as those persons who because of physical or mental disability, income status, or age are unable to transport themselves or to purchase transportation, or children who are disabled or high-risk or at-risk, as defined in Florida Statute 411.202. The LCB is recognized as an advisory body to the Florida Commission for the Transportation Disadvantaged (CTD) in its service area and focuses on compliance with state requirements for transportation disadvantaged planning, ensuring that public transportation is accessible to everyone, including the transportation disadvantaged. The CTD is the policy setting board that is legislatively responsible for oversight and coordination of TD services statewide. The CTD establishes the membership composition for the LCBs, which includes representatives of health and human services agencies, the elderly and disabled, citizens and a representative from the private transportation industry. Members of the LCB are appointed by the Broward MPO as established by law and rule (Chapter 427 Florida Statutes/41-2 Florida Administrative Code).

### Broward MPO's Complete Streets Advisory Committee (CSAC)

To include all modes of transportation, the Broward MPO formed the Complete Streets Advisory Committee (CSAC) as a holistic approach to address the bicycle/pedestrian needs of the region. This multidisciplinary group is comprised of municipal and partner agency staff, representatives of non-profit groups, health industry and advocacy groups. The CSAC guides the Broward MPO's Complete Streets Initiative and serves as a forum for exchanging new ideas and projects, allowing members to showcase their individual Complete Streets efforts.

### Broward MPO's Freight Transportation Advisory Committee (FTAC)

The Broward MPO has established a Freight Transportation Advisory Committee (FTAC) in order to provide a forum for an open dialogue where the freight community can gain insight into the MPO's decisions and upcoming projects, while also providing industry input to decision makers regarding freight transportation priorities and expenditures. FTAC membership is comprised of both public and private sector individuals that are directly involved in the movement, storage and distribution of freight. The members of the FTAC represent a broad spectrum of the freight community, including: warehouse owners, industrial realtors, shipping companies, trucking companies and organizations, railroads, freight forwarders, importers/exporters, truck parking, and distribution companies.

### Other Boards

The Broward MPO participates with other MPOs in the statewide Florida Metropolitan Planning Organization Advisory Council (MPOAC), established by State Statute as a forum for MPOs to provide input in statewide plans and policies affecting MPOs. Statewide coordination greatly enhances communication among MPOs, sharing ideas and best practices.

The Broward MPO also participates in the Florida MPOAC Freight Committee which was created to serve as a statewide clearinghouse of actionable ideas that allow Florida's MPOs to foster and support sound freight planning and freight initiatives.

In May 2013, the MPOs of Broward, Miami-Dade, and Palm Beach Counties, serving the Miami Urbanized Area/Transportation Management Area, jointly concurred that the three MPOs remain individually re-designated. This conclusion was based on the complexity of the area regarding composition of the population, growth rate, travel patterns, geographical boundary constraints, socio-cultural factors, land uses and densities. However, regional coordination remains through the Southeast Florida Transportation Council (SEFTC). SEFTC, represented by Board members from each MPO, serves as a regional forum for coordination, communication and planning among the transportation agencies in southeast Florida. SEFTC also created four committees to address and advise them on regional studies, initiatives, and technical issues: 1) Regional Transportation Technical Advisory Committee (RTTAC) – composed of staff from the three MPOs, FDOT Districts Four and Six, Florida's Turnpike Enterprise (FTE), Miami-Dade Expressway Authority, the four area transit agencies, and the two area Regional Planning Councils (RPCs), serves as the primary advisory committee to SEFTC; 2) RTTAC Modeling Subcommittee – a staff-level working group that focuses on travel demand modeling; 3) RTTAC Public Participation Subcommittee – a staff-level working group composed of the Public Information Officers from Broward MPO, Miami-Dade TPO, Palm Beach TPA and FDOT Districts Four and Six; and 4) Transportation System Management and Operations (TSM&O) Subcommittee – composed of representatives from Miami-Dade Expressway Authority, FTE,



the MPOs, transit agencies, County Traffic Engineering Divisions, and FDOT, and is charged with coordinating TSM&O projects so that they are better integrated within the region's planning process/documents and promoting program resources to support these projects.

#### **B. The MPO has the following Agreements in effect:**

- (1) Interlocal Agreement for the Creation of Metropolitan Planning Organization: Execution dated July 1977 – March 2000, 1st amendment - February 2001; 2nd amendment – December 2002; new Interlocal Agreement – November 2003; amendment to add City of West Park – June 2005; amendment to increase the Board membership from nineteen (19) to twenty-five (25) – February 2016.
- (2) Interlocal Agreement Between the Broward MPO and the City of Fort Lauderdale for Administrative Services dated October 8, 2015, amended October 17, 2017. This agreement is for administrative services provided to the MPO from the City of Fort Lauderdale.
- (3) Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (TP # 525-010-03) between the Florida Department of Transportation, the Broward MPO, the Broward County Board of County Commissioners, the South Florida Regional Planning Council and the South Florida Regional Transportation Authority: Execution date – November 20, 2007.
- (4) Tri-county Interlocal Agreement for the creation of the Southeast Florida Transportation Council (SEFTC) for Regional Transportation Planning and Coordination in South Florida– January 2006; amendment – September 2009; amendment July 2011.
- (5) Metropolitan Planning Organization Agreement (G1057): Effective July 1, 2020 through June 30, 2022. This agreement expires and is replaced every two years and is for the allocation of FHWA/PL and STP/STBG/SU funds to the MPO.
- (6) Public Transportation Grant Agreement (G1633), execution date – March 1, 2019; amended September 13, 2019; effective until December 31, 2020 unless extension is requested by the MPO. This agreement is for the allocation of 5305d funds to the MPO.
- (7) Florida Commission for the Transportation Disadvantaged Planning Agreement: Executed annually on July 1 and effective until June 30. This agreement is for the allocation of TD funds to the MPO.
- (8) Interlocal Agreement for Transportation Surtax Services between the Broward MPO and Broward County Board of County Commissioners: executed April 25, 2019; effective until December 31, 2024. This agreement is for the allocation of Surtax Funds to the MPO to cover surtax services provided to the County.
- (9) Interlocal Agreement for Transportation Planning Services between the Broward MPO and the City of Fort Lauderdale: executed November 14, 2019; effective until September 30, 2025. This agreement is for city funding to cover direct and indirect costs associated with MPO planning services provided to the city.

#### **C. Operational Procedures and Bylaws**

On March 11, 2010, the Broward MPO took action to terminate the existing 1977 Staff Services Agreement with Broward County. This action was taken to form a structurally and institutionally independent Broward MPO which could better react to legislative changes, grant opportunities and directives from federal (FHWA/FTA) and state (FDOT) governments. On August 6, 2010, the Broward MPO officially separated from its host agency, the Broward County Board of County Commissioners, and became an independent agency. With this separation, the Broward MPO developed its own

personnel manual and procurement rules consistent with Federal and state guidelines and requirements. In addition, the MPO is a 501c3, non-profit corporation.

Rules of the Broward MPO (Bylaws) are maintained by the organization. The Rules/Bylaws spell out the vision and mission of the Broward MPO and describe the membership and duties of the MPO Board and its advisory committees. Quorum, voting and minutes requirements are also included. In addition, the Rules/Bylaws speak to MTP, RTP, UPWP and TIP update procedures and policies as well as the duties and responsibilities of the Executive Director and General Counsel. In addition to the Rules/Bylaws, the Broward MPO adopted its own Procurement Rules which spell out the various types of procurement procedures applicable to the MPO. These Rules and other documents noted above are kept on file and are readily available for review at the Broward MPO office and on the Broward MPO website: [BrowardMPO.org](http://BrowardMPO.org).

Lastly, the Broward MPO adopted a comprehensive PPP in February 2019 as is federally required every 4 years. Incorporating measurement tools for evaluating the effectiveness of the Broward MPO's public involvement techniques, the Plan prescribes assertive outreach to the communities within the County. Using the PPP enables the Broward MPO to determine the success of their activities. The PPP undergoes minor modifications on an ongoing basis when needed. Copies are available in eight (8) Regional County libraries and may be viewed on the Broward MPO website ([BrowardMPO.org](http://BrowardMPO.org)) under the "What We Do" tab.

#### **D. Required forms, certifications, and assurances**

Broward MPO's planning process was reviewed at a site visit conducted by the FHWA, the FTA and FDOT on April 8 and 9, 2019. The Certification Review produced no Corrective Actions, five (5) recommendations and seven (7) noteworthy practices. The five recommendations have been addressed or are currently in the process of being addressed through the MPO's planning efforts. Consequently, on October 28, 2019, the FHWA and FTA jointly certified that the transportation planning process of the entire Miami Urbanized Area Transportation Management Area, comprised in part by the Broward MPO, substantially meets federal planning requirements in 23 CFR 450 Subpart C. The certification will remain in effect until August 2023. The full 2019 Certification Report can be found on our website at <http://browardmpo.org/index.php/about-the-mpo/federal-state-certifications>.



WORK  
PROGRAM  
TASKS

# V. WORK PROGRAM TASKS

BROWARD METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
July 1, 2020 - June 30, 2022

**Task 1.0 MPO ADMINISTRATION, BOARD/COMMITTEE COORDINATION and PUBLIC PARTICIPATION/OUTREACH**

**Purpose:**

To implement the MPO's transportation planning vision by administering the activities identified in the two (2) year UPWP, managing a structurally independent organization, communicating information to and between the MPO Board and its committees, and by maintaining and expanding public participation and education to all.

**Required Activities**

- Provide administrative services and management (including legal) review of all activities and work products identified in the UPWP.
- Manage the day-to-day activities of the structurally independent MPO agency, ensuring proper staffing, technical resources, and office infrastructure are available to complete UPWP activities.
- Develop and improve the internal operations of the MPO to meet the demands of its mission while supporting the MPO's planning efforts, including the four PEAs (Safety, System Connectivity, Resilience, and ACES), and the changing transportation/economic environment.
- Revisit and update the MPO's vision, mission, strategic business plan and organizational structure, engaging the MPO Board and staff through forums, meetings, retreats, etc.
- Maintain and update office IT infrastructure including secured file server, digital storage, employee workstations, telephone, software packages, and Board Room technology/equipment.
- Complete federal and state certification reviews and address corrective actions and recommendations.
- Maintain and process amendments to the UPWP, coordinate with regional partners and incorporate all applicable federal and state requirements, rules and procedures.
- Develop next fiscal year UPWP, submit draft document to review agencies. Incorporate agency comments and submit final document to FHWA and FTA for approval.
- Update the MPO's Interlocal Agreement and Joint Participation Agreements. Prepare and submit financial reports, billings, and progress reports per existing agreements.
- Conduct annual Audit.
- Maintain and conduct regular tests of the MPO's Continuity of Operation Plan (COOP). Update to consider lessons learned in pandemic scenarios including what alternative operational and public outreach strategies worked best for these type of events. Update related operational documents as needed.
- Monitor federal and state legislation to identify bills that impact local transportation funding. Monitor grant opportunities and prepare applications to secure grants for MPO plans and programs.
- Ensure compliance with principles of EJ and Title VI by updating and maintaining all Title VI and DBE required documents and through an annual Title VI and EJ review of MPO plans and programs. Complete DBE required reporting and documentation.
- Schedule meetings, prepare material (agendas, backup material, minutes, reports, etc.) and maintain active membership for all MPO boards and committees (Board of Directors, Executive Committee,

Evaluation Committee, Governance Committee, TAC, CAC, LCB, CSAC, FTAC, MPOAC Freight Committee, SEFTC, RTTAC, Mayors' and Elected Officials' Transportation Roundtable).

- Conduct required activities as specified in the TD grant agreement with the CTD (including the review and update of the TDSP and other relevant documents, the selection and evaluation of the CTC, and participation in CTD-sponsored trainings).
- Implement the MPO's PPP for all tasks and activities identified in the UPWP by creating public and media awareness of the MPO (through various forms of social media, participation in various MPO and partner events, training sessions and other methods), providing information (such as brochures, newsletters, maps, etc.), and collecting feedback (from the public and other stakeholders).
- Evaluate the effectiveness of the MPO's PPP.
- Administer, maintain, and publish regular updates to the MPO website.
- Involve and educate the public in the development of transportation plans and programs such as the MTP, TIP, UPWP, RTP and other programs and plans listed in the UPWP.

<b><u>Completion Date:</u></b>	<b><u>Previous Work Completed</u></b>
April 2019	Completed Federal with no corrective actions.
Jan 2019 & 2020	Completed Federal and State Certifications with no corrective actions.
Dec 2018 & 2019	Completed annual Audits with no findings.
FY 2019 & 2020	Updated office IT architecture, including procurement of hybrid local/cloud server storage and updated telephone and hosted email services. Completed Board Room Audio/Visual upgrades in new MPO office space, including live video recordings of meetings.
FY 2019 & 2020	Completed all required tasks as part of the TD grant agreement with the CTD.
Jan 2019 & 2020	Conducted two Broward MPO Board Engagement Forums to provide MPO Board Members with updates and opportunities for input on the Strategic Business Plan and other major topics/projects.
CY 2019	Produced Video/Video Series: "Commitment 2045: Better Broward", and procured series from those who live, work and play in Broward for Broward Complete Streets' "Better Streets Better Broward Better Life" video and vignettes.
FY 2019 & 2020	Conducted Think Like A Planner Workshops, TRAC & RIDES Training, Walk to School Day, and other events in partnership with agencies such as Broward County Schools, FHWA, and AASHTO.
FY 2019 & 2020	Led and participated in numerous outreach events throughout the region at various municipalities, libraries, community centers, and partner agencies to reach out to groups identified in the PPP.

<b><u>Completion Date:</u></b>	<b><u>Work Product:</u></b>	<b><u>Responsible Agency:</u></b>
Jan 2021 & 22	Complete annual Audit.	Broward
Feb 2021 & 22	Complete annual State Certification Review.	Metropolitan
May 2021 & 22	Conduct annual dry run of COOP. Update COOP and related operational documentation accordingly.	Planning
Monthly thru June 2022	General management of staff and work products as shown in UPWP.	Organization in coordination with the
Monthly thru	Maintain, amend and modify the UPWP.	Federal

June 2022	Develop following fiscal year UPWP.	Highway Administration, Federal Transit Administration, Florida Department of Transportation, South Florida Regional Transportation Authority, Broward County, and Broward's 31 municipalities.
May 15, 2022	Maintain and update agreements, insurances and JPAs.	
Annually thru June 2022		
Monthly thru June 2022	Create monthly progress reports, financial status reports, and monthly invoices.	
Monthly thru June 2022	Maintain and update office IT architecture, hybrid local/cloud server storage, telephone, copiers, software, employee workstations, hosted e-mail services, and Board Room technology/equipment.	
Monthly thru June 2022	Analyze transportation bills, legislation and grant opportunities.	
Monthly thru June 2022	Update the DBE Program and Goal, Title VI Program, and LEP.	
June 2021	Prepare meeting materials and minutes for all MPO boards and committees. Maintain active memberships.	
Monthly thru June 2022	Enter into a TD grant agreement with the CTD on an annual basis and complete all required tasks.	
Jun 2021 & 22	Maintain and update the MPO Strategic Business Plan. Prepare for and conduct annual Broward MPO Board Engagement Forum.	
Jan 2021 & 22	Conducted staff and management retreats to review and update the organizational structure, evaluation process and address agency growth.	
CY 2020	Coordinate and host outreach events to reach business groups and underserved communities identified in the PPP (including students, aging populations, and the transportation disadvantaged). Events take place at municipalities throughout Broward and include TRAC & RIDES training, Think Like A Planner workshops, and participation in Construction Career Days.	
Monthly thru June 2022	Develop and implement innovative public outreach through Speak Up Broward.	
Monthly thru June 2022	Produce e-blasts, newsletters, press releases, and videos to highlight, provide information and solicit feedback on MPO plans, programs, initiatives, activities and events.	
Monthly thru June 2022	Update and maintain MPO communications tools (website and social media platforms).	



**Financial**

Task 1.0									
Estimated Budget Detail for FY 20-21									
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305(d)		FTA 5307	Trans. Disad.	Local	Total	
			Carryover Funds	FFY 21					
A. Personnel Services									
Salary & Fringe	1,084,933	942,320	703,956	87,995	200,647	39,685	55,775	-	3,115,311
B. Consultant Services									
DBE, EJ & Title VI Plans & Prog (carryover activity)	-	9,305	-	-		-	-	-	9,305
Special Projects	-	50,000	-	-		-	-	-	50,000
Speak Up Broward Phase II (carryover activity)	-	-	-	-		197,140	-	-	197,140
Speak Up Broward Phase III	-	260,000	-	-		-	-	-	260,000
Strategic Business Plan	-	-	-	-		-	-	-	-
Procurement Enhancements	-	-	-	-		-	-	-	-
ERP Enhancements	-	-	-	-		-	-	-	-
Staff/Mgmt Retreats (carryover activity)	-	45,000	-	-		-	-		45,000
Finance Consulting Svcs	-	1,925	-	-		-	-		1,925
Subtotal:	-	366,230	-	-		197,140	-	-	563,370
C. Travel									
Travel & Mileage	-	-	60,282	7,535	17,182	-	-	-	85,000
Subtotal:	-	-	60,282	7,535	17,182	-	-	-	85,000
D. Other Direct Expenses									
Occupancy	-	660,430	85,105	10,638	24,257	-	-	-	780,430
Operations and Maintenance	-	723,983	21,985	2,748	6,266	-	4,000	-	758,983
Subtotal:	-	1,384,414	107,090	13,386	30,524	-	4,000	-	1,539,414
E. Local									
MPO (Reserves)	-	-	-	-		-	-	582,661	582,661
Subtotal:	-	-	-	-		-	-	582,661	582,661
Total:	1,084,933	2,692,964	871,329	108,916	248,353	236,826	59,775	582,661	5,885,757

**Task 1.0 Budget Category Description Detail****A. Personnel Services**

Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
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**B. Consultant Services**

DBE, EJ & Title VI Plans & Prog (carryover activity)	DBE/Title VI Programs and LEP Plan and Title VI Environmental Justice Reviews of Plans and Programs. Update/Revise the MPO's Title VI and DBE Program due for adoption in 2020, as well as ensure compliance and reporting. Conduct an annual review of MPO program areas to determine their level of effectiveness in satisfying the requirements of Title VI. Describe Environmental justice policies, projects and other activities advanced to benefit or to avoid, minimize or mitigate adverse impacts on minority and other communities in MPO plans.
Special Projects	MPO Board-approved/directed special projects to address immediate needs/conditions.
Speak Up Broward Phase II (carryover activity)	Speak Up Broward (Phase II and III) continues to raise awareness about the MPO and its core products and fosters discussions to encourage feedback on transportation issues in Broward and the region. The primary emphasis of Speak Up Broward Phase III is to continue to provide a rigorous and far reaching public engagement effort that involves those who live, work and play in Broward, including residents and businesses. The scope of work includes assisting the MPO with strategies, activities & tools such as E-Townhalls, Speakers Bureau and educational videos on MPO core products, programs and initiatives; support the MPO in a proactive and consistent presence on the MPO's existing social media platforms (Facebook, Twitter, Instagram, LinkedIn, YouTube); provide comprehensive and rigorous media and advertising; assist with website updates; assist the MPO in the evaluation of public outreach and communication efforts; and develop project visualizations such as renderings and/or videos to showcase Broward MPO projects.
Speak Up Broward Phase III	
Strategic Business Plan	Strategic Business Plan update (FY 22) and Annual Board Engagement Forum/Retreat for MPO Board. The MPO Strategic Business Plan will be reevaluated in FY 22 to include any updates needed to the Mission, Vision, Goals and Objects given the transportation and organizational conditions at the time. The activities will call for the planning and conducting of two MPO Board retreats to discuss current relevant topics to pursue in the update to the Strategic Business Plan. This activity also includes any other supporting activities related to outreach, research and/or analysis needed to present relevant topics at the annual retreats.
Procurement Enhancements	Development of a Contract Management System for Procurement.
ERP Enhancements	Enhancements to BS&A, the agency's ERP System.
Staff/Mgmt Retreats (carryover activity)	Staff and management retreats to inform an update of the MPO's employee evaluation process, assess organizational health, and provide team building opportunities as the MPO continues to expand its staff.

**C. Travel**

Travel & Mileage	Employee and MPO Board Member travel on Broward MPO business including conferences, seminars, MPOAC meetings, etc. outside the local area, and mileage inside the local area.
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**D. Other Direct Expenses**

Occupancy	Monthly rent, common area maintenance and electrical costs for Broward MPO office and Board Room facilities, and liability and property insurances.
Operations and Maintenance	<p>Agency ongoing operational costs: legal, administrative services, bank fees, annual financial audit, employee training, agency memberships to various businesses, technical and professional organizations and/or periodicals, telephone, internet and ethernet related services, office supplies, postage and shipping, professional printing, capital equipment, equipment and software maintenance, broadcasting services, social media, website hosting and maintenance, event sponsorships, translation services, newspaper board meeting notices, employee position postings, etc.</p> <p>The MPO utilizes the following rentals/leases: Konica Minolta Copiers (2), Pitney Bowes DM100 Mailing System (1), AT&amp;T Router (1), Mitel phones (42) &amp; Mitel conference phones (4).</p>

Task 1.0									
Estimated Budget Detail for FY 21-22									
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305(d)		FTA 5307	Trans. Disad.	Local	Total	
			Carryover Funds	FFY 21					
A. Personnel Services									
Salary & Fringe	964,434	1,167,472	-	-	406,077	-	57,275	-	2,595,258
B. Consultant Services									
DBE, EJ & Title VI Plans & Prog	-	-	-	-	-	-	-	-	-
Special Projects	-	100,000	-	-	-	-	-	-	100,000
Speak Up Broward Phase II	-	-	-	-	-	-	-	-	-
Speak Up Broward Phase III	-	230,000	-	-	-	-	-	-	230,000
Strategic Business Plan	-	100,000	-	-	-	-	-	-	100,000
Procurement Enhancements	-	5,000	-	-	-	-	-	-	5,000
ERP Enhancements	-	5,000	-	-	-	-	-	-	5,000
Staff/Mgmt Retreats (carryover activity)	-	-	-	-	-	-	-	-	-
Finance Consulting Svcs	-	-	-	-	-	-	-	-	-
Subtotal:	-	440,000	-	-	-	-	-	-	440,000
C. Travel									
Travel & Mileage	-	-	-	-	85,000	-	-	-	85,000
Subtotal:	-	-	-	-	85,000	-	-	-	85,000
D. Other Direct Expenses									
Occupancy	427,000	340,794	-	-	-	-	-	-	767,794
Operations and Maintenance	-	975,698	-	-	31,000	-	2,500	-	1,009,198
Subtotal:	427,000	1,316,492	-	-	31,000	-	2,500	-	1,776,992
E. Local									
MPO (Reserves)	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	1,391,434	2,923,964	-	-	522,077	-	59,775	-	4,897,250

**Task 1.0 Budget Category Description Detail****A. Personnel Services**

Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
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**B. Consultant Services**

DBE, EJ & Title VI Plans & Prog (carryover activity)	DBE/Title VI Programs and LEP Plan and Title VI Environmental Justice Reviews of Plans and Programs. Update/Revise the MPO's Title VI and DBE Program due for adoption in 2020, as well as ensure compliance and reporting. Conduct an annual review of MPO program areas to determine their level of effectiveness in satisfying the requirements of Title VI. Describe Environmental justice policies, projects and other activities advanced to benefit or to avoid, minimize or mitigate adverse impacts on minority and other communities in MPO plans.
Special Projects	MPO Board-approved/directed special projects to address immediate needs/conditions.
Speak Up Broward Phase II (carryover activity)	Speak Up Broward (Phase II and III) continues to raise awareness about the MPO and its core products and fosters discussions to encourage feedback on transportation issues in Broward and the region. The primary emphasis of Speak Up Broward Phase III is to continue to provide a rigorous and far reaching public engagement effort that involves those who live, work and play in Broward, including residents and businesses. The scope of work includes assisting the MPO with strategies, activities & tools such as E-Townhalls, Speakers Bureau and educational videos on MPO core products, programs and initiatives; support the MPO in a proactive and consistent presence on the MPO's existing social media platforms (Facebook, Twitter, Instagram, LinkedIn, YouTube); provide comprehensive and rigorous media and advertising; assist with website updates; assist the MPO in the evaluation of public outreach and communication efforts; and develop project visualizations such as renderings and/or videos to showcase Broward MPO projects.
Speak Up Broward Phase III	
Strategic Business Plan	Strategic Business Plan update (FY 22) and Annual Board Engagement Forum/Retreat for MPO Board. The MPO Strategic Business Plan will be reevaluated in FY 22 to include any updates needed to the Mission, Vision, Goals and Objects given the transportation and organizational conditions at the time. The activities will call for the planning and conducting of two MPO Board retreats to discuss current relevant topics to pursue in the update to the Strategic Business Plan. This activity also includes any other supporting activities related to outreach, research and/or analysis needed to present relevant topics at the annual retreats.
Procurement Enhancements	Development of a Contract Management System for procurement.
ERP Enhancements	Enhancements to BS&A, the agency's ERP System.
Staff/Mgmt Retreats (carryover activity)	Staff and management retreats to inform an update of the MPO's employee evaluation process, assess organizational health, and provide team building opportunities as the MPO continues to expand its staff.

**C. Travel**

Travel & Mileage	Employee and MPO Board Member travel on Broward MPO business including conferences, seminars, MPOAC meetings, etc. outside the local area, and mileage inside the local area.
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**D. Other Direct Expenses**

Occupancy	Monthly rent, common area maintenance and electrical costs for Broward MPO office and Board Room facilities, and liability and property insurances.
Operations and Maintenance	<p>Agency ongoing operational costs: legal, administrative services, bank fees, annual financial audit, employee training, agency memberships to various businesses, technical and professional organizations and/or periodicals, telephone, internet and ethernet related services, office supplies, postage and shipping, professional printing, capital equipment, equipment and software maintenance, broadcasting services, social media, website hosting and maintenance, event sponsorships, translation services, newspaper board meeting notices, employee position postings, etc.</p> <p>The MPO utilizes the following rentals/leases: Konica Minolta Copiers (2), Pitney Bowes DM100 Mailing System (1), AT&amp;T Router (1), Mitel phones (42) &amp; Mitel conference phones (4).</p>



**BROWARD METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
July 1, 2020 - June 30, 2022**

**Task 2.0: DATA COLLECTION and ANALYSIS**

**Purpose**

To maintain on-going surveillance and data collection programs, to monitor current and historic operational characteristics of the transportation network, to address performance measure requirements and to analyze the impacts of changing land use, and transportation, and other conditions.

**Required Activities**

- Maintain and update the roadway functional classifications and jurisdictional assignments in cooperation with FDOT and FHWA.
- Perform roadway level of service analyses using acceptable techniques, including the latest Highway Capacity Manual, FDOT Quality/Level of Service Handbook and the current Highway Safety Manual.
- Coordinate with FDOT (Safety, Statistics and TSM&O Offices), Broward County Traffic Engineering Division (BCTED) and local governments on data collection efforts.
- Collect traffic, bicycle and pedestrian counts to support planning efforts.
- Coordinate with FDOT to obtain all required data to support the federally required performance measures, support the state PEAs, support regional planning efforts (including staff time to manage Regional Transportation Model Big Data shared funding efforts detailed in Task 6.0) and to implement performance-based planning efforts such as the Metropolitan Transportation Plan, the Public Transit Agency Safety Plan, Corridor Studies, Freight Studies, Complete Streets, Resiliency Studies, etc.
- Produce an annual Performance Measures Report documenting trends in transportation system performance and the MPO's progress in meeting FAST ACT targets, including reporting Performance Measures using mySidewalk to ensure public access.
- Obtain traffic crash data (including bike and pedestrian crash data) from FDOT.
- Develop/use data and tools relating to the vulnerability/resilience of transportation and other related infrastructure.
- Identify locations with high numbers of traffic crashes (including bike and pedestrian crashes) for safety improvements working with FDOT (State and Critical County Roads), Broward County (other County Roads) and municipalities (major collectors).
- Explore the use of automated/connected/electric/shared-use (ACES) vehicle technologies and smart traffic control devices, which can reduce potential crash incidences and improve safety.
- Coordinate with BCT and SFRTA to obtain all relevant transit related data and analyze ridership data for localized areas, corridors, or sub-regions leading to the planning and execution of projects that increase transportation choices and enhance system connectivity.
- Coordinate with BCT, SFRTA and Ft. Lauderdale TMA in setting Transit Asset Management (TAM) targets as required by federal law.
- Maintain traffic, transit and highway data, including traffic crash information, in a GIS environment.
- Update and maintain GIS software for transportation planning data collection.
- Obtain and analyze Census data for demographic changes that impact traffic operations, demand for



transportation services and traffic projections.

- Monitor and prepare for the release of 2020 U.S. Census results in anticipation of participating in the post-census redesignation/reaffirmation process for metropolitan planning organizations.
- Coordinate with FDOT, Broward County and local governments in the development and implementation of TSM&O options.
- Review traffic studies and evaluate proposed amendments to the Broward County Trafficways Plan and Land Use Plan using the travel demand model.
- Evaluate proposed capacity improvement projects using ETDM planning screen.

<b><u>Completion Date:</u></b>	<b><u>Previous Work Completed</u></b>
CY 2019	Developed a program to collect traffic counts to supplement currently collected counts.
CY 2019	Developed a program to collect Bike/Ped counts.
CY 2018	Reviewed capabilities of and procured the mySidewalk web-based platform that features over 2,300 preloaded datasets and attributes assigned or pre-apportioned across 16 full census, postal, and political layers of geography and supports data tracking, analysis, maps, time-series projections, and the ability to integrate user specific data sets.
May 2020	Completed the 2019/2040 Roadway Level of Service Analysis Report.
Nov 2018	Adopted four-year targets for Bridge & Pavement Condition and System Performance in November 2018, and adopted yearly Safety and TAM targets in November 2019.

<b><u>Completion Date:</u></b>	<b><u>Work Product:</u></b>	<b><u>Responsible Agency:</u></b>
Nov 2020 & 21	Adopt targets related to MAP-21, FAST ACT and MPO goals on an annual basis for Safety and TAM targets.	Broward Metropolitan Planning Organization in coordination with the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, South Florida Regional Transportation Authority, Broward County, and Broward's 31 municipalities.
Nov 2020	Adopt Transit Safety targets based on provider of Public Transit Agency Safety Plan.	
May 2021 & 22	Collect traffic, bike, pedestrian counts to support MPO programs and Performance Measures.	
May 2021 & 22	Complete annual updates of the Roadway Level of Service Analysis Report.	
Apr 2021 & 22	Produce Annual State of the System Report including FTA performance measures such as transit asset management.	
June 2022	Collect, list and map high crash locations, for all modes, along County and City roads using available traffic crash data.	
June 2022	Collect and Integrate transit, O&D, household and other data into planning projects and share data with other agencies.	
Monthly thru June 2022	Evaluate amendments to County Trafficways Plan and Land Use Plan that assure corridor protection and support the goals of the Broward MPO's Metropolitan Transportation Plan.	

**Financial****Estimated Budget Detail for FY 20-21**

Budget Category and Description	FHWA PL	FHWA SU	FTA 5305(d)		FTA 5307	Local	Total	
			Carryover Funds	FFY 21				
A. Personnel Services								
Salary & Fringe	71,374	64,130	49,542	6,193	14,121	-	-	205,359
B. Consultant Services								
Multimodal Data Collection Program (carryover activity)	-	110,000	-	-		140,000	-	250,000
CMP and Performance Measures Data Needs	-	65,000	-	-		-	-	65,000
-	-	-	-	-		-	-	-
Subtotal:	-	175,000	-	-	-	140,000	-	315,000
C. Travel								
-	-	-	-	-		-	-	-
Subtotal:	-	-	-	-	-	-	-	-
D. Other Direct Expenses								
-	-	-	-	-		-	-	-
Subtotal:	-	-	-	-	-	-	-	-
Total:	71,374	239,130	49,542	6,193	14,121	140,000	-	520,359

**Task 2.0 Budget Category Description Detail****A. Personnel Services**

Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
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**B. Consultant Services**

Multimodal Data Collection Program (carryover activity)	Traffic counts and NHS/off-system annual count program. Consultant to collect traffic, bike and pedestrian counts as needed to support MPO programs such as the TIGER grant (required), CMP, MTP and CSLIP. Bi-annual traffic and bicycle/pedestrian counts system-wide and other data collection to support programs.
CMP and Performance Measures Data Needs	mySidewalk and Data Analytics for Congestion Management Process (CMP) and performance measures. mySidewalk is currently in use by the Broward MPO. This tool will be used in conjunction with the development of a data analytics service (DAS) program to collect, organize, update, and display an array of transportation data in a user-friendly dashboard for the purposes of implementing a Congestion Management Process (CMP). The DAS tool will assist in the following steps in the CMP including: developing multimodal performance measures; collecting data / monitoring system performance; analyzing congestion problems and needs; identifying and assessing CMP strategies; programing and implementing CMP strategies; and evaluating strategy effectiveness. The scope of work will include project coordination and management; date gathering; Data Analytic Service (DAS) - beta & final versions; and Data Analytics Service (DAS) maintenance, technical support & hosting, including manual.

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**C. Travel**

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**D. Other Direct Expenses**

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Task 2.0								
Estimated Budget Detail for FY 21-22								
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305(d)		FTA 5307	Local	Total	
			Carryover Funds	FFY 21				
A. Personnel Services								
Salary & Fringe	58,646	86,996	-	-	25,361	-	-	171,003
B. Consultant Services								
Multimodal Data Collection Program (carryover activity)	-	50,000	-	-	-	-	-	50,000
CMP and Performance Measures Data Needs	-	100,000	-	-	-	-	-	100,000
-	-	-	-	-	-	-	-	-
Subtotal:	-	150,000	-	-		-	-	150,000
C. Travel								
-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
D. Other Direct Expenses								
-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
Total:	58,646	236,996	-	-	25,361	-	-	321,003

**Task 2.0 Budget Category Description Detail****A. Personnel Services**

Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
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**B. Consultant Services**

Multimodal Data Collection Program (carryover activity)	Traffic counts and NHS/off-system annual count program. Consultant to collect traffic, bike and pedestrian counts as needed to support MPO programs such as the TIGER grant (required), CMP, MTP and CSLIP. Bi-annual traffic and bicycle/pedestrian counts system-wide and other data collection to support programs.
CMP and Performance Measures Data Needs	mySidewalk and Data Analytics for Congestion Management Process (CMP) and performance measures. mySidewalk is currently in use by the Broward MPO. This tool will be used in conjunction with the development of a data analytics service (DAS) program to collect, organize, update, and display an array of transportation data in a user-friendly dashboard for the purposes of implementing a Congestion Management Process (CMP). The DAS tool will assist in the following steps in the CMP including: developing multimodal performance measures; collecting data / monitoring system performance; analyzing congestion problems and needs; identifying and assessing CMP strategies; programing and implementing CMP strategies; and evaluating strategy effectiveness. The scope of work will include project coordination and management; date gathering; Data Analytic Service (DAS) - beta & final versions; and Data Analytics Service (DAS) maintenance, technical support & hosting, including manual.

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**C. Travel**

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**D. Other Direct Expenses**

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BROWARD METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
July 1, 2020 - June 30, 2022

**Task 3.0: METROPOLITAN, REGIONAL and INTERMODAL/FREIGHT PLANNING**

**Purpose**

To maintain, update and implement a metropolitan transportation plan, a tri-MPO/Miami urbanized area regional transportation plan and intermodal/freight plan that are technically sound and financially feasible.

**Required Activities**

- Develop, maintain, and update (every five years) the Broward MPO's 25-year metropolitan transportation plan (MTP). This includes, but is not limited to, updates to the allocation of federal and state funding for cost feasible transportation projects over the next 25 years to address Broward's future growth and transportation needs which are identified using a transportation model (the Southeast Regional Planning Model or SERPM) and includes a five year-year update of the Regional Transportation Plan between the Miami-Dade TPO, Broward MPO, and Palm Beach TPA.
- Implement projects and policies identified in the MTP and coordinate the MTP with plans from local and regional agencies including MPOs, FDOT, Broward County, SFRTA, etc.
- Update MTP performance measures criteria based on FAST Act regulations and time lines/targets. Complete pre- and post- project data analysis. Incorporate performance-based planning and programming toward the achievement of transportation system performance outcomes.
- Continue utilizing the ETDM planning screen to assess potential MTP project impacts. Process amendments to the adopted 2045 MTP.
- Support a regional transportation planning and public involvement process, enhance the integration of local and regional transportation planning and ensure multi-jurisdictional coordination for the Miami urbanized area.
- Develop, update, implement, and amend regional plans and programs working with Miami-Dade and Palm Beach MPOs, regional planning councils (SFRPC and TCRPC), the SFRTA and FDOT staffs, including SERPM development and maintenance shared funding efforts detailed in Task 6.0.
- Coordinate with Palm Beach and Miami-Dade MPOs on regional Performance Measures, ACES, and Resilience.
- Advance the recommendations of Climate Change/Resilience project efforts including transportation policy, planning and prioritization; rehabilitation or reconstruction of existing facilities in high risk areas; new facilities in new rights-of-way in high risk areas; system operations; and system maintenance.
- Identify regionally significant projects aimed at enhancing safety, security, and system connectivity.
- Continue to work towards the implementation of the Fare Interoperability and Mobile Ticketing Project for regional fare collection infrastructure and develop with regional partners a universal fare and transfer policy, and plan.
- Ensure the safe and efficient movement of goods, considering all freight transportation modes including trucking, rail, waterborne, air and pipeline and including the inter-jurisdictional coordination and cooperation between the freight industry and Broward's Seaport and Airports.
- Coordinate with neighboring MPOs and the FDOT on regional freight issues including the impacts of ACES vehicles on the industry, the development and monitoring of performance measures, etc.



- Coordinate and manage the development of 2045 Southeast Florida Regional Freight Plan as an element of the 2045 Regional Transportation Plan (RTP) and ensure consistency to the Local Plan.
- Coordinate with agencies and municipalities on new and ongoing data collection efforts and plans and studies affecting the Port and Airports and Port and Airport efforts affecting local partners.
- Participate in the update and implementation of the Florida Transportation Plan (FTP) as well as planning and implementation effort for the Strategic Intermodal System.
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<b><u>Completion Date:</u></b>	<b><u>Previous Work Completed</u></b>
FY 2019 & 2020	Managed the 2045 RTP in coordination with the Palm Beach and Miami-Dade MPOs.
Dec 2019	Adopted 2045 MTP which included all federally mandated performance measures.
July 2019	Developed and submitted a BUILD Grant application in coordination with Port Everglades.

<b><u>Completion Date:</u></b>	<b><u>Work Product:</u></b>	<b><u>Responsible Agency:</u></b>
Annually June 2021 & 22	Conduct analysis of and process amendments for 2045 MTP, including amendments that result from changes made to performance measure targets.	Broward Metropolitan Planning Organization in coordination with the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, South Florida Regional Transportation Authority, Broward County, and Broward's 31 municipalities.
Monthly thru June 2022	Implement MTP Projects.	
Dec 2020	Approve 2045 RTP which includes the regional freight element.	
Monthly thru March 2022	Administer the FTA grant to implement the Fare Interoperability and Mobile Ticketing Project for regional fare collection infrastructure.	
March 2022	Complete development, with regional partners, a universal fare and transfer policy, and plan.	
Monthly thru June 2022	Manage, participate and provide administrative support to the SEFTC and its technical committee and subcommittees.	
Monthly thru June 2022	Participate with FDOT, SFRTA, the airport and the seaport in the development of a series of reports outlining freight issues germane to Broward County and Southeast Florida, and outline future approach for consideration into the MPO planning process.	

**Financial**

Task 3.0 Estimated Budget Detail for FY 20-21								
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305(d)		FTA 5307	Local	Total	
			Carryover Funds	FFY 21				
A. Personnel Services								
Salary & Fringe	132,357	300,591	22,529	2,816	6,421	33,956	-	498,670
B. Consultant Services								
One-Way Pair	-	-	-	-	-	-	-	-
MTP Amendment Support	-	-	-	-	-	-	-	-
MTP Resiliency Studies *See note in description	-	-	-	-	-	-	-	-
System) *See note in description	-	-	-	-	-	-	-	-
Regional Trans. Plan Activities (carryover activity)	-	100,000	-	-	-	-	-	100,000
MPOAC Freight Committee	-	50,000	-	-	-	-	-	50,000
Center Turn Overpass	-	50,000	-	-	-	-	-	50,000
Subtotal:	-	200,000	-	-		-	-	200,000
C. Travel								
-	-	-	-	-		-	-	-
Subtotal:	-	-	-	-		-	-	-
D. Other Direct Expenses								
-	-	-	-	-		-	-	-
Subtotal:	-	-	-	-		-	-	-
Total:	132,357	500,591	22,529	2,816	6,421	33,956	-	698,670

**Task 3.0 Budget Category Description Detail****A. Personnel Services**

Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
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**B. Consultant Services**

One-Way Pair	Planning study and matching funds for the Southeast 3rd Avenue/Andrews Avenue One-Way Pair planning effort (MTP Transit Program Priority #2).
MTP Amendment Support	Support for 2045 MTP amendments.
MTP Resiliency Studies *See note in description	Resiliency studies for the eight (8) corridors identified in the 2045 MTP. These studies will examine impacts on identified corridors and propose management mitigation measures. *Due to new staff resources and available skill sets, this activity will be completed in-house by MPO staff.
MTP Safety Studies (Off-System) *See note in description	Safety studies (off the state highway system) identified based on crash severity rankings in the 2045 MTP. Studies will identify, prioritize, and implement safety improvements at high crash locations identified in the MTP. *Due to new staff resources and available skill sets, this activity will be completed in-house by MPO staff.
Regional Trans. Plan Activities (carryover activity)	While the three MPOs of the Miami Urbanized Area remain as separate entities because of the unique situations within each county, each acknowledge the need for strong regional coordination to ensure the region's transportation system functions seamlessly. The three MPOs continue to collaborate, develop and maintain the Southeast Florida RTP. The RTP is currently being updated to reflect the 2045 LRTPs of the Broward, Miami-Dade, and Palm Beach MPOs. For the 2045 RTP update, the Broward MPO serves as the lead agency/project manager and provides administrative services for SEFTC and its subcommittees.
MPOAC Freight Committee	Support for Florida Metropolitan Planning Organization Advisory Council (MPOAC) Statewide Freight Committee.
Center Turn Overpass	Center Turn Overpass designs and studies at Oakland Park Boulevard/State Road 7 and Atlantic Boulevard/Powerline Road.

**C. Travel**

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**D. Other Direct Expenses**

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Task 3.0								
Estimated Budget Detail for FY 21-22								
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305(d)		FTA 5307	Local	Total	
			Carryover Funds	FFY 21				
A. Personnel Services								
Salary & Fringe	100,073	127,119	-	-	43,275	57,874	-	328,341
B. Consultant Services								
One-Way Pair	-	-	-	-	-	-	-	-
MTP Amendment Support	-	25,000	-	-	-	-	-	25,000
MTP Resiliency Studies *See note in description	-	50,000	-	-	-	-	-	50,000
MTP Safety Studies (Off-System) *See note in description	-	100,000	-	-	-	-	-	100,000
Regional Trans. Plan Activities	-	-	-	-	-	-	-	-
MPOAC Freight Committee	-	50,000	-	-	-	-	-	50,000
Center Turn Overpass	-	50,000	-	-	-	-	-	50,000
Subtotal:	-	275,000	-	-	-	-	-	275,000
C. Travel								
-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
D. Other Direct Expenses								
-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
Total:	100,073	402,119	-	-	43,275	57,874	-	603,341

**Task 3.0 Budget Category Description Detail****A. Personnel Services**

Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
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**B. Consultant Services**

One-Way Pair	Planning study and matching funds for the Southeast 3rd Avenue/Andrews Avenue One-Way Pair planning study (MTP Transit Program Priority #2).
MTP Amendment Support	Support for 2045 MTP amendments.
MTP Resiliency Studies *See note in description	Resiliency studies for the eight (8) corridors identified in the 2045 MTP. These studies will examine impacts on identified corridors and propose management mitigation measures. *Due to new staff resources and available skill sets, this activity will be completed in-house by MPO staff.
MTP Safety Studies (Off-System) *See note in description	Safety studies (off the state highway system) identified based on crash severity rankings in the 2045 MTP. Studies will identify, prioritize, and implement safety improvements at high crash locations identified in the MTP. *Due to new staff resources and available skill sets, this activity will be completed in-house by MPO staff.
Regional Trans. Plan Activities (carryover activity)	While the three MPOs of the Miami Urbanized Area remain as separate entities because of the unique situations within each county, each acknowledge the need for strong regional coordination to ensure the region's transportation system functions seamlessly. The three MPOs continue to collaborate, develop and maintain the Southeast Florida RTP. The RTP is currently being updated to reflect the 2045 LRTPs of the Broward, Miami-Dade, and Palm Beach MPOs. For the 2045 RTP update, the Broward MPO serves as the lead agency/project manager and provides administrative services for SEFTC and its subcommittees.
MPOAC Freight Committee	Support for Florida Metropolitan Planning Organization Advisory Council (MPOAC) Statewide
Center Turn Overpass	Center Turn Overpass designs and studies at Oakland Park Boulevard/State Road 7 and Atlantic Boulevard/Powerline Road.

**C. Travel**

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**D. Other Direct Expenses**

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BROWARD METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
July 1, 2020 - June 30, 2022

**Task 4.0: COMPLETE STREETS, TRANSIT PLANNING And CONGESTION MANAGEMENT**

**Purpose**

To implement a comprehensive approach to developing and implementing a transit and Complete Streets system throughout Broward while managing congestion and creating livable communities.

**Required Activities**

- Provide education opportunities and technical assistance to municipalities on implementing Complete Streets and provide Walking Audits, ADA Transition Plan support and training opportunities.
- Organize community engagement events to promote walking and bicycling as an important mode of transportation.
- Continue working with FDOT and partner agencies to connect the transportation system through the implementation of bicycle and pedestrian improvements, including all Complete Streets Elements such as crosswalks and lighting and considering resiliency issues.
- Manage the implementation of projects identified in the 2016 Transportation Investment Generating Economic Recovery (TIGER) grant application.
- Manage and implement the Complete Streets and other Localized Initiatives Program (CSLIP), including Safe Routes to Schools and Transportation Alternatives, coordinating with FDOT and local municipalities.
- Manage, promote and update Complete Streets technical resources, including Complete Streets Guidelines 2.0.
- Develop Tactical Urbanism Program to implement quick-build projects, showcase innovative designs and collect data.
- Follow up on recommendations identified in the Bicycle & Pedestrian Safety Action Plan, including the development of a Vision Zero Action Plan to enhance safety.
- Participate in efforts with partners to advance performance metrics which make more travel options viable for more people.
- Explore the use of Automated/Connected/Electric/Shared-use (ACES) Vehicle technologies and smart traffic control devices which reduce potential crash incidences, including charging/refueling station locations.
- Work with municipalities and transit operators to develop and implement Transit Development Plans (TDPs), transit corridors, community circulator service, mobility hubs and TODs.
- Incorporate safety and security measures into public transit planning and plan a resilient transit system that is responsive following natural or manmade disasters.
- Monitor, prepare and update performance measures and standards for transit usage, transit facilities, and passenger amenities. Coordinate transit performance measures with transit properties and address the challenges and opportunities of ACES vehicles.
- Coordinate future Express Bus park-and-ride facilities in support of expanded regional transit services and BCT park-and-ride facilities identified in TDP or corridor studies.
- Develop the detailed elements of Mobility Hubs, including the location, safety and condition of transit



facilities, bicycle and pedestrian infrastructure, designation of appropriate land uses and zoning code revisions, and guidelines for redevelopment and retrofitting.

- Maintain and annually update the Congestion Management Process to identify strategies that manage congestion; improve safety, mobility, and connectivity; and increase multi-modal transportation options.
- Consider the impacts of ACES Vehicles on safety and congestion.
- Coordinate with FDOT, Broward County and local governments in the development and implementation of ATMS and TSM&O options for congested corridors.
- Develop, maintain and execute a local competitive Planning Technical Assistance Program (PTAP) to fund local planning efforts submitted by local partners, such as safety studies, feasibility studies, corridor studies, O/D studies, traffic/transit/bike/pedestrian circulation studies, etc.

<b><u>Completion Date:</u></b>	<b><u>Previous Work Completed</u></b>	
FY 2020	Continued the implementation of recommendations from Congestion Management Corridor Studies.	
FY 2020	Updated the CMP maps.	
Dec 2019	Implemented quiet zones on the FEC rail corridor.	
FY 2019 & 2020	Organized and hosted Annual Let's Go Walking!, Lets Go Biking! and Safe Streets Summit events.	
FY 2019 & 2020	Continued to evolve and implement CSLIP through approved revisions to the policies and evaluation criteria, improvements to the online application, and the adoption of a prioritized list of projects.	
FY 2019 & 2020	Adopted a Complete Streets Master Plan and conducted six Walking Audits on identified projects.	
Nov 2019	Endorsed the Complete Streets Guidelines 2.0.	
FY 2019 & 2020	Organized and hosted Complete Streets trainings/workshops and ADA Transition Plan trainings.	
Oct 2019	Conducted a Tactical Urbanism Demonstration during the Let's Go Walking to School.	
<b><u>Completion Date:</u></b>	<b><u>Work Product:</u></b>	<b><u>Responsible Agency:</u></b>
Feb 2021 & 2022	Coordinate the annual Safe Streets Summit.	Broward Metropolitan Planning Organization in coordination with the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, South Florida Regional Transportation Authority,
Mar 2021 & 2022	Coordinate annual Let's Go Biking! event.	
Oct 2020 & 2021	Coordinate annual Let's Go Walking! event.	
Nov 2020 & 2021	Coordinate annual Ciclovía/Open Streets event.	
Monthly thru June 2022	Continue to conduct activities in support of Complete Streets such as the adopted Complete Streets Master Plan, Walking Audits, and updates to the Bicycle Suitability Map.	
Monthly thru June 2022	Continue to provide ADA Transition Plan technical assistance support.	
Monthly thru June 2022	Continue the implementation of projects from the 2016 TIGER grant.	
April 2021 & 2022	Complete annual cycles of CSLIP.	
Monthly thru June 2022	Coordinate with municipalities on the placement of Mobility Hubs and the investment of public funds to leverage private investment.	

May 2021 & 22 Aug 2020  Quarterly thru June 2022	Collect data and conduct annual analysis of Broward's transportation network as part of the CMP. Implement first cycle of the PTAP local competitive planning grant program. Initiate Congestion Management Studies. Analyze transit routes, stops, stations, amenities, etc. for municipal and transit agencies.	Broward County, and Broward's 31 municipalities.
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**Financial**

Task 4.0 Estimated Budget Detail for FY 20-21								
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305(d)		FTA 5307	Local	Total	
			Carryover Funds	FFY 21				
A. Personnel Services								
Salary & Fringe	483,186	731,257	164,485	20,561	46,883	356,584	-	1,802,956
B. Consultant Services								
Complete Streets Comm Engagment	-	-	-	-	-	110,000	-	110,000
Complete Streets Technical Support	-	-	-	-	-	150,000	-	150,000
FTA Compliance	-	-	-	-	-	-	-	-
Project Tracker	-	-	-	-	-	-	-	-
CSLIP & Mobility Hub Process *See note in	-	-	-	-	-	-	-	-
Congestion Mgmt Process	-	-	-	-	-	-	-	-
Planning Technical Assistance Program (carryover activity) *See note	-	-	-	-	-	206,857	-	206,857
Plantation Sunrise Mobility Hub (carryover activity)	-	-	-	-	-	160,000	-	160,000
Hollywood Pines Planning Study (carryover activity)	-	-	-	-	-	148,545	-	148,545
Sunrise Mobility Hub	-	-	-	-	-	38,112	-	38,112
Pembroke Pines Mobility Hub (carryover activity)	-	-	-	-	-	113,748	-	113,748
Coral Springs Mobility Hub (carryover activity)	-	-	-	-	-	18,093	-	18,093
Coral Springs Mobility Hub, Phase II	-	-	-	-	-	216,000	-	216,000
Hub MP #1 - FY 17 5307 Hwd/	-	-	-	-	-	70,000	-	70,000
Hub MP #2 - FY 17 5307 Sample/	-	-	-	-	-	-	-	-
Univ Dr. Gateway Hub								
Hub MP #3 - FY 17 5307 Sample/	-	-	-	-	-	-	-	-
Univ Dr. Gateway Hub								
Subtotal:	-	-	-	-		1,231,355	-	1,231,355
C. Travel								
-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
D. Other Direct Expenses								
-	-	-	-	-		-	-	-
Subtotal:	-	-	-	-	-	-	-	-
Total:	483,186	731,257	164,485	20,561	46,883	1,587,939	-	3,034,311

**Task 4.0 Budget Category Description Detail****A. Personnel Services**

Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
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**B. Consultant Services**

Complete Streets Comm Engagement	Consultant to assist/provide staff support for the Complete Streets Initiative with current efforts related to community engagement activities including, but not limited to, annual Let's Go Walking! and Let's Go Biking! events, Cycloviva, celebratory events, Tactical Urbanism support and other related efforts.
Complete Streets Technical Support	Consultant to assist the Complete Streets Initiative with current efforts related to technical support and resources including, but not limited to, Walking Audits, Tactical Urbanism Program, education and training, Vision Zero, and other relevant efforts. This includes implementation of recommendations from the Bicycle and Pedestrian Safety Action Plan.
FTA Compliance	Develop FTA compliance checklist for subrecipients.
Project Tracker	Merge with TIP database and develop web interface and file management system (SharePoint).
CSLIP & Mobility Hub Process *See note in description	Develop application for Mobility Hub process and evaluation protocol. Update CSLIP evaluation process. *Due to new staff resources and available skill sets, this activity will be completed in-house by MPO staff.
Congestion Mgmt Process	Consultant support for project development and congestion management strategies that result from the CMP.
Planning Technical Assistance Program (carryover activity) *See note in description	PTAP is for local planning efforts such as safety studies, corridor studies, O/D efforts, traffic/multimodal circulation studies, feasibility studies, etc. Local governments will be required to submit an approved application, including scope, for consideration. The available funding will be awarded based on policies and criteria set by the MPO Board and consistent with other MPO planning efforts. *Due to new staff resources and available skill sets, this activity will be completed in-house by MPO staff.
Plantation Sunrise Mobility Hub (carryover activity)	Project seeks to update the typology of the Mobility Hubs and identify the locations and types of investments in multimodal mobility. The outcomes of this analysis will help the MPO determine how to leverage public investments to increase the potential for multimodal transportation and maximize the return on investment.
Hollywood Pines Planning Study (carryover activity)	This project will support the advancement into implementation of the recommendations from the Hollywood Boulevard / State Road 7 Mobility Hub Master Plan. Tasks support the Mobility Hub in the area of the intersection of Hollywood Boulevard and State Road 7 in Hollywood, FL.
Sunrise Mobility Hub	Mobility Hub Masterplan study for the area around Sunrise Boulevard and NW 136th Street in Sunrise, FL.
Pembroke Pines Mobility Hub (carryover activity)	Planning study to develop a master plan for a Mobility Hub in the area of the intersection of Palm Avenue and Pines Boulevard in Pembroke Pines, FL. The master plan process includes data collection and review, market study and economic analysis, planning framework, public and private site plans, streetscape concept plans, outreach and documentation.
Coral Springs Mobility Hub (carryover activity)	Planning study to develop a master plan for a Mobility Hub in the area of the intersection of University Boulevard and Sample Road in Coral Springs, FL. The Master Plan process includes data collection and review, market study and economic analysis, development of a planning framework, identification of the physical improvements (public elements), public outreach and documentation.

Coral Springs Mobility Hub, Phase II	Site-specific consultant work will include multiple sub-tasks to complete a Mobility Hub master plan for the area near the intersection of Sample Road and University Drive – Mobility Hub GWHUB15. This work is provided for under contract RFQ 15-06 between the Broward MPO and HNTB Corporation effective as of May 12, 2016. The subtask details in this scope of work further describe specific activities to be performed with an end goal of defining the investment of MPO funds for Mobility Hub improvements that complement future infrastructure improvements and private development planned and proposed within the planning area.
Hub MP #1 - FY 17 5307 Hwd/ Univ Gateway Hub	These transferred funds will be programmed for a future Phase I Mobility Hub Planning Study at a location to be determined based upon the Revisit & Update Mobility Hubs Program prioritization.
Hub MP #2 - FY 17 5307 Sample/ Univ Dr. Gateway Hub	These transferred funds will be programmed for a future Phase I Mobility Hub Planning Study at a location to be determined based upon the Revisit & Update Mobility Hubs Program prioritization.
Hub MP #3 - FY 17 5307 Sample/ Univ Dr. Gateway Hub	These transferred funds will be programmed for a future Phase I Mobility Hub Planning Study at a location to be determined based upon the Revisit & Update Mobility Hubs Program prioritization.

**C. Travel**

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**D. Other Direct Expenses**

-

Task 4.0								
Estimated Budget Detail for FY 21-22								
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305(d)		FTA 5307	Local	Total	
			Carryover Funds	FFY 21				
A. Personnel Services								
Salary & Fringe	388,546	493,559	-	-	168,020	74,338	-	1,124,463
B. Consultant Services								
Complete Streets Comm Engagment	-	110,000	-	-	-	-	-	110,000
Complete Streets Technical Support	-	150,000	-	-	-	-	-	150,000
FTA Compliance Development	-	-	-	-	-	-	-	-
Project Tracker	-	-	-	-	-	-	-	-
CSLIP & Mobility Hub Process	-	-	-	-	-	-	-	-
Congestion Mgmt Process	-	100,000	-	-	-	-	-	100,000
Planning Technical Assistance Program (carryover activity)	-	-	-	-	-	-	-	-
*See note in description								
Plantation Sunrise Mobility Hub	-	-	-	-	-	-	-	-
Hollywood Pines Planning	-	-	-	-	-	-	-	-
Pembroke Pines Mobility Hub	-	-	-	-	-	-	-	-
Coral Springs Mobility Hub	-	-	-	-	-	-	-	-
Coral Springs Mobility Hub, Phase II	-	-	-	-	-	-	-	-
Hub MP #1 - FY 17 5307 Hwd/ Univ Gateway Hub	-	-	-	-	-	65,000	-	65,000
Hub MP #2 - FY 17 5307 Sample/ Univ Dr. Gateway Hub	-	-	-	-	-	189,000	-	189,000
Hub MP #3 - FY 17 5307 Sample/ Univ Dr. Gateway Hub	-	-	-	-	-	90,000	-	90,000
Subtotal:	-	360,000	-	-	-	344,000	-	704,000
C. Travel								
-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
D. Other Direct Expenses								
-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
Total:	388,546	853,559	-	-	168,020	418,338	-	1,828,463



**Task 4.0 Budget Category Description Detail****A. Personnel Services**

Salary &amp; Fringe MPO Employee Gross Salaries &amp; Fringe Benefits

**B. Consultant Services**

Complete Streets Comm Engagement	Consultant to assist/provide staff support for the Complete Streets Initiative with current efforts related to community engagement activities including, but not limited to, annual Let's Go Walking! and Let's Go Biking! events, Cyclovia, celebratory events, Tactical Urbanism support and other related efforts.
Complete Streets Technical Support	Consultant to assist the Complete Streets Initiative with current efforts related to technical support and resources including, but not limited to, Walking Audits, Tactical Urbanism Program, education and training, Vision Zero, and other relevant efforts. This includes implementation of recommendations from the Bicycle and Pedestrian Safety Action Plan.
FTA Compliance Development	Develop FTA compliance checklist for subrecipients.
Project Tracker	Merge with TIP database and develop web interface and file management system (SharePoint).
CSLIP & Mobility Hub Process *See note in description	Develop application for Mobility Hub process and evaluation protocol. Update CSLIP evaluation process. *Due to new staff resources and available skill sets, this activity will be completed in-house by MPO staff.
Congestion Mgmt Process	Consultant support for project development and congestion management strategies that result from the CMP.
Planning Technical Assistance Program (carryover activity) *See note in description	PTAP is for local planning efforts such as safety studies, corridor studies, O/D efforts, traffic/multimodal circulation studies, feasibility studies, etc. Local governments will be required to submit an approved application, including scope, for consideration. The available funding will be awarded based on policies and criteria set by the MPO Board and consistent with other MPO planning efforts. *Due to new staff resources and available skill sets, this activity will be completed in-house by MPO staff.
Plantation Sunrise Mobility Hub (carryover activity)	Project seeks to update the typology of the Mobility Hubs and identify the locations and types of investments in multimodal mobility. The outcomes of this analysis will help the MPO determine how to leverage public investments to increase the potential for multimodal transportation and maximize the return on investment.
Hollywood Pines Planning Study (carryover activity)	This project will support the advancement into implementation of the recommendations from the Hollywood Boulevard / State Road 7 Mobility Hub Master Plan. Tasks support the Mobility Hub in the area of the intersection of Hollywood Boulevard and State Road 7 in Hollywood, FL.
Pembroke Pines Mobility Hub (carryover activity)	Planning study to develop a master plan for a Mobility Hub in the area of the intersection of Palm Avenue and Pines Boulevard in Pembroke Pines, FL. The master plan process includes data collection and review, market study and economic analysis, planning framework, public and private site plans, streetscape concept plans, outreach and documentation.
Coral Springs Mobility Hub (carryover activity)	Planning study to develop a master plan for a Mobility Hub in the area of the intersection of University Boulevard and Sample Road in Coral Springs, FL. The Master Plan process includes data collection and review, market study and economic analysis, development of a planning framework, identification of the physical improvements (public elements), public outreach and documentation.

Coral Springs Mobility Hub, Phase II	Site-specific consultant work will include multiple sub-tasks to complete a Mobility Hub master plan for the area near the intersection of Sample Road and University Drive – Mobility Hub GWHUB15. This work is provided for under contract RFQ 15-06 between the Broward MPO and HNTB Corporation effective as of May 12, 2016. The subtask details in this scope of work further describe specific activities to be performed with an end goal of defining the investment of MPO funds for Mobility Hub improvements that complement future infrastructure improvements and private development planned and proposed within the planning area.
Hub MP #1 - FY 17 5307 Hwd/ Univ Gateway Hub	These transferred funds will be programmed for a future Phase I Mobility Hub Planning Study at a location to be determined based upon the Revisit & Update Mobility Hubs Program prioritization.
Hub MP #2 - FY 17 5307 Sample/ Univ Dr. Gateway Hub	These transferred funds will be programmed for a future Phase I Mobility Hub Planning Study at a location to be determined based upon the Revisit & Update Mobility Hubs Program prioritization.
Hub MP #3 - FY 17 5307 Sample/ Univ Dr. Gateway Hub	These transferred funds will be programmed for a future Phase I Mobility Hub Planning Study at a location to be determined based upon the Revisit & Update Mobility Hubs Program prioritization.
<b>C. Travel</b>	
-	
<b>D. Other Direct Expenses</b>	
-	

**BROWARD METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
July 1, 2020 - June 30, 2022**

**Task 5.0: TRANSPORTATION IMPROVEMENT PROGRAM**

**Purpose**

To annually update the Five-Year Transportation Improvement Program (TIP) and the Multimodal Priorities List (MMPL) for all modes of transportation.

**Required Activities**

- Prepare annually a draft Broward MPO TIP that includes programming of multimodal surface transportation priorities for review and adoption by MPO Board.
- Coordinate with FDOT on Work Program development in preparation for MPO Board review and approval of FDOT's draft Tentative Work Program.
- Annually request input to the draft TIP from transportation partners (i.e., municipalities and local governments), ensuring that all projects are consistent with adopted plans and address when feasible the four PEAs (Safety, System Connectivity, Resilience, and ACES). Coordinate with transportation partners on other TIP projects.
- Ensure the TIP is consistent with the adopted MTP.
- Apply performance based programming as per the FAST Act, including analysis of project delivery and environmental justice analysis of programmed projects in the TIP.
- Educate the public and incorporate their input into the TIP with special focus on those who are traditionally under-represented and underserved, in accordance with federal standards.
- Update and utilize the Interactive TIP tool or alternative replacement.
- Create GIS data and maps that support the TIP and the MMPL.
- Develop and adopt annually a MMPL in coordination with our transportation partners and considering the four PEAs.
- Process amendments/modifications to the TIP, as needed.
- Prepare and publish the annual listing of obligated projects in local newspapers, on the MPO's web site, and in the TIP.

<b><u>Completion Date:</u></b>	<b><u>Previous Work Completed</u></b>	
July 2018 & 2019	Adopted the FY 2018/19 – 2022/23 TIP and FY 2019/20 – 2023/24 TIP.	
Jun 2019 & 2020	Adopted the 2019 and 2020 Multimodal Surface Transportation Priorities list derived from the MTP.	
Nov/Dec 2018 & 2019	Prepared and published the 2018 and 2019 annual listing of obligated projects for which federal funds were obligated in the preceding federal fiscal year.	
CY 2019	Met with approximately 30 local governments to coordinate future project submittals as related to the multimodal priorities list and other MPO programs.	
<b><u>Completion Date:</u></b>	<b><u>Work Product:</u></b>	<b><u>Responsible Agency:</u></b>
Jul 2020	Adopt the FY 2020/21 – FY 2024/25 TIP, including performance measures targets and progress towards achieving them.	Broward Metropolitan Planning
Jul 2021	Adopt the FY 2021/22 – FY 2025/26 TIP including performance	

Jun 2021 & 22	measures targets and progress towards achieving them. Annually update and adopt MMPL.	Organization in coordination with the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, South Florida Regional Transportation Authority, Broward County, and Broward's 31 municipalities.
Nov 2020 & 21	Publish the 2020 and 2021 annual listing of obligated projects for which federal funds obligated in the previous federal fiscal year.	
Monthly or As Needed	Amend/modify TIP.	
May 2021 & 2022	Conduct environmental justice analysis of the TIP.	
May 2021 & 2022	Update and verify geography for existing projects in the TIP and update Interactive TIP tool map accordingly.	

**Financial**

Task 5.0 Estimated Budget Detail for FY 20-21								
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305(d)		FTA 5307	Local	Total	
			Carryover Funds	FFY 21				
A. Personnel Services								
Salary & Fringe	114,727	-	81,365	10,171	23,191	-	-	229,454
B. Consultant Services								
Interactive TIP	-	11,033	-	-	-	-	-	11,033
Interactive MTP/TIP/MMPL	-	51,500	-	-	-	-	-	51,500
Subtotal:	-	62,533	-	-	-	-	-	62,533
C. Travel								
-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
D. Other Direct Expenses								
-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
Total:	114,727	62,533	81,365	10,171	23,191	-	-	291,987

**Task 5.0 Budget Category Description Detail****A. Personnel Services**

Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
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**B. Consultant Services**

Interactive TIP	The Interactive TIP is a tool that assists all TIP users, especially the general public, to find and review TIP projects and to better keep track of the federal, state and local funds. Consulting services include database management, hosting of the Interactive TIP and data transfer from FDOT's Work Program.
Interactive MTP/TIP/MMPL	Consulting services include development of replacement for Interactive TIP tool that ties the MTP project details with the TIP and MMPL to create a cohesive single point of information for Broward MPO Programming details. This will include integration of the databases for the MTP, TIP and MMPL.

**C. Travel**

-

**D. Other Direct Expenses**

-

Task 5.0 Estimated Budget Detail for FY 21-22								
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305(d)		FTA 5307	Local	Total	
			Carryover Funds	FFY 21				
A. Personnel Services								
Salary & Fringe	88,584	114,920	-	-	35,912	-	-	239,416
B. Consultant Services								
Interactive TIP	-	20,000	-	-	-	-	-	20,000
Interactive MTP/TIP/MMPL	-	-	-	-	-	-	-	-
Subtotal:	-	20,000	-	-	-	-	-	20,000
C. Travel								
-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
D. Other Direct Expenses								
-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
Total:	88,584	134,920	-	-	35,912	-	-	259,416

## Task 5.0 Budget Category Description Detail

**A. Personnel Services**

Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
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**B. Consultant Services**

Interactive TIP	The Interactive TIP is a tool that assists all TIP users, especially the general public, to find and review TIP projects and to better keep track of the federal, state and local funds. Consulting services include database management, hosting of the Interactive TIP and data transfer from FDOT's Work Program.
Interactive MTP/TIP/MMPL	Consulting services include development of replacement for Interactive TIP tool that ties the MTP project details with the TIP and MMPL to create a cohesive single point of information for Broward MPO Programming details. This will include integration of the databases for the MTP, TIP and MMPL.

**C. Travel**

-

**D. Other Direct Expenses**

-



BROWARD METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
July 1, 2020 - June 30, 2022

**Task 6.0: REGIONAL TRANSPORTATION MODEL AND DATA**

**Purpose**

To fund, in collaboration with regional partners, the maintenance and further develop of the Southeast Regional Planning Model (SERPM) to forecast regional travel patterns, and to acquire big data to help support the validation and calibration of this Model in support of the metropolitan planning process.

**Required Activities**

- Fund, in coordination with regional partners (FDOT Districts Four and Six, the Miami-Dade TPO, and Palm Beach TPA) the maintenance and development of SERPM. The SERPM is a modeling tool which uses scenario forecasting to prepare for new socioeconomic environments and potential planning challenges within Southeast Florida. SERPM is updated every five years to support the development of regional and local transportation plans, and other regional planning efforts. (Staff activities related to the development and maintenance of SERPM are provided in Task 3.)
- Acquire a big data set (including Origin/Destination, travel time, travel speed, travel volumes or other transportation related data) to support the validation and calibration of the regional model, support evaluation of federal performance measures and other activities related to the metropolitan transportation planning process. (Staff activities related to big data are provided in Task 2.)

**Completion Date:**

**Previous Work Completed**

Jan 2019

Development of the SERPM 8 model which the MPOs used for their 2045 MTPs/LRTPs.

**Completion Date:**

**Work Product:**

**Responsible Agency:**

July 2021  
thru June  
2022  
FY 2021 &  
22  
Fall 2020

Fund the maintenance of SERPM.

Fund the development of SERPM 9.

Acquire big data (such as Origin/Destination, travel time, travel speed, travel volumes, etc.).

Broward  
Metropolitan  
Planning  
Organization  
in  
consultation  
with the  
Florida  
Department  
of  
Transportation (Districts  
Four and  
Six), the  
Miami-Dade  
TPO, and the  
Palm Beach  
TPA.

**Financial**

Task 6.0 Estimated Budget Detail for FY 20-21								
Budget Category and Description	FHWA PL	FHWA SU*	FTA 5305(d)		STATE* Partner transfers to	LOCAL/SU/PL* Partner transfers to Broward MPO	Total	
			Carryover Funds	FFY 21				
A. Personnel Services								
Salary & Fringe	-	-	-	-		-	-	-
B. Consultant Services								
SERPM 8.0 Model Maintenance (Transfer to FDOT D4)	-	-	-	-	-	-	-	-
SERPM 9.0 Model Development (Transfer to MD TPO)	-	85,000	-	-	-	-	-	85,000
Regional Model Big Data	-	12,500	-	-	-	75,000	62,500	150,000
Subtotal:	-	97,500	-	-	-	75,000	62,500	235,000
C. Travel								
Travel & Mileage	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-		-	-	-
D. Other Direct Expenses								
Occupancy	-	-	-	-	-	-	-	-
Operations and Maintenance	-	-	-	-	-	-	-	-
Subtotal:	-		-	-	-	-	-	-
Total:	-	97,500	-	-	-	75,000	62,500	235,000

\* See regional funding table next page for detailed breakdown of transfers.

Task 6.0 Budget Category Description Detail	
<b>A. Personnel Services</b>	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
<b>B. Consultant Services</b>	
SERPM 8.0 Model Maintenance	Technical and administrative support functions for the refinement, maintenance and update tasks, such as incorporating plan amendments into the SERPM 8. The project is a partnership, though a Memorandum of Understanding, between Broward MPO, Miami-Dade TPO, Palm Beach TPA, FDOT D4 and FDOT D6. FDOT D4 serves as the lead agency. The Broward MPO will transfer \$8,500 in fiscal year 21/22 to FDOT D4 for SERPM Model maintenance.
SERPM 9.0 Model Development	SERPM 9 development will be focused on greatly enhancing the model forecasting capabilities to support the respective LRTP updates. The SERPM 9 will also serve as a viable tool for corridor level, area-wide, and multimodal analyses. The project is a partnership, through a Memorandum of Understanding, between Broward MPO, Miami-Dade TPO, Palm Beach TPA, FDOT D4 and FDOT D6. Miami-Dade TPO serves as the lead agency. The Broward MPO will transfer \$85,000 per fiscal year to the Miami-Dade TPO for the SERPM Model development.

Regional Trans Model Big Data	Acquire big data (such as Origin/Destination, travel time, travel speed, travel volumes or other type data) to support the validation and calibration of the regional model and other activities that support the metropolitan transportation planning process. The project is a partnership between Broward MPO, Miami-Dade TPO, Palm Beach TPA, Broward County, FDOT D4 and FDOT D6. The Broward MPO serves as the Lead-Agency and will receive funding from the partners to carry-out the project. Project Cost is \$300,000. Funding for two fiscal years is provided by the partners as follows: Broward MPO (\$25,000), Miami-Dade TPO (\$60,000), Palm Beach TPA (\$40,000), Broward County (\$25,000), FDOT D4 (\$75,000), and FDOT D6 (\$75,000).
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**C. Travel**

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**D. Other Direct Expenses**

-

**Funding Sources for Southeast Florida Regional Planning Activities**

Funding Agency	FHWA PL	FHWA SU	FTA 5305d	FTA 5305d Match		STATE	LOCAL	Total
<b>A. SERPM Model Maintenance (SERPM 8.0) - Lead Agency <b>FDOT D4</b></b>								
FDOT D4	-	-	-	-		-	-	-
FDOT D6	-	-	-	-		-	-	-
Broward MPO	-	-	-	-		-	-	-
Miami-Dade TPO	-	-	-	-		-	-	-
Palm Beach TPA	-	-	-	-		-	-	-
<b>Total:</b>	-	-	-	-		-	-	-
<b>B. SERPM 9.0 Model Development - Lead Agency <b>Miami-Dade TPO</b></b>								
FDOT D4	-	-	-	-		125,000	-	125,000
FDOT D6	-	-	-	-		125,000	-	125,000
Broward MPO	-	85,000	-	-		-	-	85,000
Miami-Dade TPO	-	-	80,000	10,000		-	10,000	100,000
Palm Beach TPA	-	65,000	-	-		-	-	65,000
<b>Total:</b>	-	150,000	80,000	10,000		250,000	10,000	500,000
<b>C. Regional Transportation Model Big Data - Lead Agency: <b>Broward MPO</b></b>								
FDOT D4	-	-	-	-		37,500	-	37,500
FDOT D6	-	-	-	-		37,500	-	37,500
Broward MPO	-	12,500	-	-		-	-	12,500
Miami-Dade TPO	24,000	-	-	-		-	6,000	30,000
Palm Beach TPA	-	20,000	-	-		-	-	20,000
Broward County							12,500	12,500
<b>Total:</b>	24,000	32,500	-	-		75,000	18,500	150,000

Italized amounts denotes transfer to the lead agency as identified per regional task.

All Federal Funds, including fund transfers, apply the required non-federal cash match.

## Task 6.0

## Estimated Budget Detail for FY 21-22

Budget Category and Description	FHWA PL	FHWA SU*	FTA 5305(d)		STATE* Partner transfers to Broward MPO	LOCAL/SU/PL* Partner transfers to Broward MPO	Total
			Carryover Funds	FFY 21			
A. Personnel Services							
Salary & Fringe	-	-	-	-	-	-	-
B. Consultant Services							
SERPM 8.0 Model Maintenance (Transfer to FDOT D4)	-	8,500	-	-	-	-	8,500
SERPM 9.0 Model Development (Transfer to MD TPO)	-	85,000	-	-	-	-	85,000
Regional Model Big Data	-	12,500	-	-	-	75,000	62,500
Subtotal:	-	106,000	-	-	-	75,000	62,500
C. Travel							
Travel & Mileage	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
D. Other Direct Expenses							
Occupancy	-	-	-	-	-	-	-
Operations and Maintenance	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
Total:	-	106,000	-	-	-	75,000	62,500

\* See regional funding table next page for detailed breakdown of transfers.

## Task 6.0 Budget Category Description Detail

**A. Personnel Services**

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

**B. Consultant Services**

SERPM 8.0 Model Maintenance Technical and administrative support functions for the refinement, maintenance and update tasks, such as incorporating plan amendments into the SERPM 8. The project is a partnership, though a Memorandum of Understanding, between Broward MPO, Miami-Dade TPO, Palm Beach TPA, FDOT D4 and FDOT D6. FDOT D4 serves as the lead agency. The Broward MPO will transfer \$8,500 in fiscal year 21/22 to FDOT D4 for SERPM Model maintenance.

SERPM 9.0 Model Development SERPM 9 development will be focused on greatly enhancing the model forecasting capabilities to support the respective LRTP updates. The SERPM 9 will also serve as a viable tool for corridor level, area-wide, and multimodal analyses. The project is a partnership, through a Memorandum of Understanding, between Broward MPO, Miami-Dade TPO, Palm Beach TPA, FDOT D4 and FDOT D6. Miami-Dade TPO serves as the lead agency. The Broward MPO will transfer \$85,000 per fiscal year to the Miami-Dade TPO for the SERPM Model development.

## Regional Trans Model Big Data

Acquire big data (such as Origin/Destination, travel time, travel speed, travel volumes or other type data) to support the validation and calibration of the regional model and other activities that support the metropolitan transportation planning process. The project is a partnership between Broward MPO, Miami-Dade TPO, Palm Beach TPA, Broward County, FDOT D4 and FDOT D6. The Broward MPO serves as the Lead-Agency and will receive funding from the partners to carry-out the project. Project Cost is \$300,000. Funding for two fiscal years is provided by the partners as follows: Broward MPO (\$25,000), Miami-Dade TPO (\$60,000), Palm Beach TPA (\$40,000), Broward County (\$25,000), FDOT D4 (\$75,000), and FDOT D6 (\$75,000).

**C. Travel**

-

**D. Other Direct Expenses**

-

**Funding Sources for Southeast Florida Regional Planning Activities**

Funding Agency	FHWA PL	FHWA SU	FTA 5305d	FTA 5305d Match		STATE	LOCAL	Total
<b>A. SERPM Model Maintenance (SERPM 8.0) - Lead Agency <b>FDOT D4</b></b>								
FDOT D4	-	-	-	-		12,500	-	12,500
FDOT D6	-	-	-	-		12,500	-	12,500
Broward MPO	-	8,500	-	-		-	-	8,500
Miami-Dade TPO	8,000	-	-	-		-	2,000	10,000
Palm Beach TPA	-	6,500	-	-		-	-	6,500
<b>Total:</b>	<b>8,000</b>	<b>15,000</b>	<b>-</b>	<b>-</b>		<b>25,000</b>	<b>2,000</b>	<b>50,000</b>
<b>B. SERPM 9.0 Model Development - Lead Agency <b>Miami-Dade TPO</b></b>								
FDOT D4	-	-	-	-		125,000	-	125,000
FDOT D6	-	-	-	-		125,000	-	125,000
Broward MPO	-	85,000	-	-		-	-	85,000
Miami-Dade TPO	-	100,000	-	-		-	-	100,000
Palm Beach TPA	-	65,000	-	-		-	-	65,000
<b>Total:</b>	<b>-</b>	<b>250,000</b>	<b>-</b>	<b>-</b>		<b>250,000</b>	<b>-</b>	<b>500,000</b>
<b>C. Regional Transportation Model Big Data - Lead Agency: <b>Broward MPO</b></b>								
FDOT D4	-	-	-	-		37,500	-	37,500
FDOT D6	-	-	-	-		37,500	-	37,500
Broward MPO	-	12,500	-	-		-	-	12,500
Miami-Dade TPO	-	30,000	-	-		-	-	30,000
Palm Beach TPA	-	20,000	-	-		-	-	20,000
Broward County	-	-	-	-		-	12,500	12,500
<b>Total:</b>	<b>-</b>	<b>62,500</b>	<b>-</b>	<b>-</b>		<b>75,000</b>	<b>12,500</b>	<b>150,000</b>

Italicized amounts denotes transfer to the lead agency as identified per regional task.

All Federal Funds, including fund transfers, apply the required non-federal cash match.

**BROWARD METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
July 1, 2020 - June 30, 2022**

**Task 9.0: BROWARD COUNTY AND MUNICIPAL SERVICES**

**Purpose**

To provide Broward County and Municipal member governments with various transportation planning and advocacy services fully funded by respective member governments through interlocal agreements.

**Required Activities**

- Prepare, update and maintain interlocal agreements with member governments to provide transportation planning services.
- Provide accounting and recordkeeping services to ensure the proper expenditure of funding related to the services provided through the interlocal agreements.
- Provide overall administrative services and staffing to review and support the activities of the interlocal agreements.
- As per the interlocal agreement with the County for Surtax Services, develop/update project evaluation criteria and annually develop, review, rank, and submit a recommended program of municipal projects to the County for surtax funding.
- As per the interlocal agreement with the City of Fort Lauderdale, conduct public education and outreach activities; provide data, GIS and mapping services; provide grant management and oversight (including surtax oversight); and develop citywide master plan for the City of Fort Lauderdale.
- Carry out activities and planning projects identified in various new interlocal agreements.
- Ensure, to the extent feasible, that the various transportation planning services provided to member governments address the four PEAs (Safety, System Connectivity, Resilience, and ACES) and ten FAST Act Planning Factors.
- Perform MPO Board- and Executive Committee-directed advocacy services in support of state and federal legislative issues, transportation funding and other related issues.
- Provide regular legislative updates to the MPO Executive Committee and MPO Board.

**Completion  
Date:**

**Previous Work Completed**

Apr 2019	Executed interlocal agreement with Broward County to provide Surtax services.
Sept 2019	Hired staff to support activities of the Surtax services agreement.
Sept 2019	Procured consulting services to support activities of the Surtax services agreement.
Sept 2019 thru Feb 2020	Held multiple municipal outreach and one-on-one meetings to review project information, engineering details, and the Cycle 1 prioritized list of projects for MPO related Surtax efforts.
Feb 2020	Developed evaluation criteria, reviewed, ranked and submitted recommended program of municipal projects (Cycle 1) to the County for surtax funding.
Sept 2019	Executed interlocal agreement with City of Fort Lauderdale to provide transportation planning services.
CY 2019	Hired staff to support activities of the Fort Lauderdale services agreement.
Monthly, Jan thru June	Participated in multiple outreach and information gathering meetings related the City of Fort Lauderdale planning services.



2020 Dec 2018 & 2019	Adopted federal and state legislative priorities annually and worked with advocacy consultants to promote priorities in Washington and Tallahassee.	
<b><u>Completion Date:</u></b>	<b><u>Work Product:</u></b>	<b><u>Responsible Agency:</u></b>
Feb 2021	Develop a process to accept new and swap existing projects for new projects in support of Surtax services. Develop, review and rank Cycle 3 round of Surtax projects.	Broward Metropolitan Planning Organization in consultation with current (Broward County and the City of Fort Lauderdale) and future parties to interlocal agreements.
Monthly thru June 2022	Conduct public engagement and outreach activities for the City of Fort Lauderdale	
Dec 2021	Complete City of Fort Lauderdale master plan.	
Annually Nov/Dec 2020 & 21	Adopt and promote federal and state legislative priorities.	

Task 9.0 Estimated Budget Detail for FY 20-21							
Budget Category and Description	Local Contribution	Surtax Services	Ft. Laud Services				Total
<b>A. Personnel Services</b>							
Salary & Fringe	23,504	349,431	539,490	-	-	-	912,425
<b>B. Consultant Services</b>							
GIS Analysis Tool	-	115,954	-	-	-	-	115,954
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<b>Subtotal:</b>	<b>-</b>	<b>115,954</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>115,954</b>
<b>C. Travel</b>							
Travel & Mileage	11,000	-	-	-	-	-	11,000
<b>Subtotal:</b>	<b>11,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,000</b>
<b>D. Other Direct Expenses</b>							
Occupancy	-	-	-	-	-	-	-
Operations and Maintenance	161,000	76,111	104,454	-	-	-	341,565
<b>Subtotal:</b>	<b>161,000</b>	<b>76,111</b>	<b>104,454</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>341,565</b>
<b>Total:</b>	<b>195,504</b>	<b>541,496</b>	<b>643,945</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,380,944</b>

#### Task 9.0 Budget Category Description Detail

##### A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

##### B. Consultant Services

GIS Analysis Tool GIS analysis tool for evaluation and ranking of municipal surtax projects and full-time professional engineering services to assist in the review of municipal surtax projects.

##### C. Travel

Travel & Mileage Employee and MPO Board member travel on Broward MPO business including conferences, seminars, MPOAC meetings, etc. outside the local area, and mileage inside the local area.

##### D. Other Direct Expenses

Occupancy Share of monthly rent, common area maintenance and electrical costs for Broward MPO office and Board Room facilities, and liability and property insurances.

Operations and Maintenance Share of agency ongoing operational costs: legal, administrative services, bank fees, annual financial audit, employee training, agency memberships to various businesses, technical and professional organizations and/or periodicals, telephone, internet and ethernet related services, office supplies, postage and shipping, professional printing, capital equipment, equipment and software maintenance, broadcasting services, social media, website hosting and maintenance, event sponsorships, translation services, newspaper board meeting notices, employee position postings, etc.

Task 9.0 Estimated Budget Detail for FY 21-22							
Budget Category and Description	Local Contribution	Surtax Services	Ft. Laud Services				Total
<b>A. Personnel Services</b>							
Salary & Fringe	24,606	365,039	564,601	-	-	-	954,246
<b>B. Consultant Services</b>							
GIS Analysis Tool	-	12,884	-	-	-	-	12,884
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<b>Subtotal:</b>	-	12,884	-	-	-	-	12,884
<b>C. Travel</b>							
Travel & Mileage	11,000	-	-	-	-	-	11,000
<b>Subtotal:</b>	11,000	-	-	-	-	-	11,000
<b>D. Other Direct Expenses</b>							
Occupancy	-	-	-	-	-	-	-
Operations and Maintenance	161,000	71,053	96,776	-	-	-	328,829
<b>Subtotal:</b>	161,000	71,053	96,776	-	-	-	328,829
<b>Total:</b>	196,606	448,976	661,378	-	-	-	1,306,959

Task 9.0 Budget Category Description Detail	
<b>A. Personnel Services</b>	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
<b>B. Consultant Services</b>	
GIS Analysis Tool	GIS analysis tool for evaluation and ranking of municipal surtax projects and full-time professional engineering services to assist in the review of municipal surtax projects.
<b>C. Travel</b>	
Travel & Mileage	Employee and MPO Board member travel on Broward MPO business including conferences, seminars, MPOAC meetings, etc. outside the local area, and mileage inside the local area.
<b>D. Other Direct Expenses</b>	
Occupancy	Share of monthly rent, common area maintenance and electrical costs for Broward MPO office and Board Room facilities, and liability and property insurances.
Operations and Maintenance	Share of agency ongoing operational costs: legal, administrative services, bank fees, annual financial audit, employee training, agency memberships to various businesses, technical and professional organizations and/or periodicals, telephone, internet and ethernet related services, office supplies, postage and shipping, professional printing, capital equipment, equipment and software maintenance, broadcasting services, social media, website hosting and maintenance, event sponsorships, translation services, newspaper board meeting notices, employee position postings, etc.

# VI. BUSINESS PLAN

## Business Plan

This UPWP addresses multi-year planning tasks and carryover funds from previous fiscal years through the Business Plan. Carryover funds are accumulated when an MPO does not expend all available funds in the current fiscal year. Carryover funds are combined with the MPO’s new annual allocations to determine available funds for the upcoming fiscal year. In addition, the MPO collects local funds to perform transportation planning, surtax coordination and advocacy services for member governments. While the local funds and associated activities are listed in Task 6, all local funds collected are used exclusively for the activities identified in Task 6. No federal or state funds are used to supplement these local efforts.

The following Table provides the five (5) year Business Plan for the Broward MPO:

## Five Year Forecast of Funding

<b>Grant Funding</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>
FHWA Funds Allocated	1,620,582	1,620,582	1,620,582	1,620,582	1,620,582
FTA 5305d	996,005	1,025,167	1,058,325	1,143,334	1,195,666
FTA Other	-	-	265,000	290,000	300,000
FTA Funds Allocated	996,005	1,025,167	1,323,325	1,433,334	1,495,666
TD (Transportation Disadvantaged) Allocated	59,775	59,775	59,775	59,775	59,775
SU/STP Allocation	5,000,000	4,000,000	4,000,000	4,500,000	5,000,000
Grants from Regional Partners	137,500	137,500	125,000	125,000	125,000
Total Funds Allocated <sup>1</sup>	7,813,862	6,843,024	7,128,682	7,738,691	8,301,023
Total Funds Carried Over	4,666,660	3,840,582	2,543,133	2,144,994	1,975,736
<b>Total Funds Available</b>	<b>12,480,522</b>	<b>10,683,606</b>	<b>9,671,815</b>	<b>9,883,685</b>	<b>10,276,759</b>
1.0 MPO Administration, Board/Committee Coordination and Public Participation/Outreach	563,370	440,000	100,000	100,000	100,000
2.0 Data Collection and Analysis	315,000	150,000	300,000	300,000	300,000
3.0 Metropolitan, Regional and Intermodal/Freight Planning	200,000	275,000	300,000	450,000	550,000
4.0 Complete Streets, Transit Planning and Congestion Management	1,231,355	704,000	250,000	200,000	150,000
5.0 Transportation Improvement Program	62,533	20,000	-	-	-
6.0 Regional Transportation Model and Data	235,000	243,500	-	-	-
Total Contracts	2,607,259	1,832,500	950,000	1,050,000	1,100,000
Total Salaries + Fringe	4,408,268	4,445,981	4,668,280	4,901,694	5,146,779
Total Indirect Costs	1,624,414	1,861,992	1,908,541	1,956,255	2,005,161
<b>Total Funds Spent</b>	<b>8,639,941</b>	<b>8,140,473</b>	<b>7,526,821</b>	<b>7,907,949</b>	<b>8,251,940</b>
Total Funds Carried Over	3,840,582	2,543,133	2,144,994	1,975,736	2,024,819
<b>Non-Grant Funding</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>
Local Contribution	138,512	138,512	138,512	138,512	138,512
Services to Other Entities	1,135,471	1,192,245	1,251,857	1,314,450	1,380,172
Total Funds Allocated <sup>2</sup>	1,273,983	1,330,757	1,390,369	1,452,962	1,518,684
Total Funds Non-Allocated <sup>3</sup>	-	-	-	-	-
Total Funds Carried Over	791,201	534,240	386,486	254,483	125,713
<b>Total Funds Available</b>	<b>2,065,183</b>	<b>1,864,996</b>	<b>1,776,855</b>	<b>1,707,444</b>	<b>1,644,397</b>
Advocacy	150,000	150,000	150,000	150,000	150,000
Surtax Services	115,954	12,884	-	-	-
Ft. Laud Planning Services	-	-	-	-	-
Total Contracts	265,954	162,884	150,000	150,000	150,000
Total Salaries + Fringe	912,425	954,246	1,001,959	1,052,057	1,104,659
Total Indirect Costs	352,565	361,379	370,414	379,674	389,166
<b>Total Funds Spent</b>	<b>1,530,944</b>	<b>1,478,510</b>	<b>1,522,373</b>	<b>1,581,731</b>	<b>1,643,826</b>
Total Funds Carried Over	534,240	386,486	254,483	125,713	572
<b>Total Grant &amp; Non-Grant Funds Spent</b>	<b>10,170,884</b>	<b>9,618,982</b>	<b>9,049,194</b>	<b>9,489,680</b>	<b>9,895,766</b>

<sup>1</sup> Funds allocated from FHWA, FTA and FDOT<sup>2</sup> Funds allocated from Advocacy, Surtax Svcs and Ft. Lauderdale Planning Svcs<sup>3</sup> Bank cash account balances

582,661

# **VII. FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 4 PLANNING ACTIVITIES**



## FDOT District 4 Planning Activities FY 2020/21 - FY 2021/22

The following list is representative of (but shall not constrain) the typical planning activities that are performed by FDOT District Four on either a continuous basis, or intermittently as needed, to serve the needs of the public and FDOT's partner agencies using State and Federal funds authorized for Planning purposes.

Activities listed below may be undertaken at any time by FDOT during the two-year UPWP cycle, and are at the discretion of District Four based on identified need.

- MPO Planning Support activities
- Alternative Fuel Corridor Planning
- GIS Application Development and System Maintenance
- Travel Demand Model Development and maintenance activities in partnership with other FDOT District(s) and/or MPO agencies\*\*
- Systems Planning and Reviews
- Interchange Reviews
- Strategic Intermodal System (SIS) Planning
- ETDM/Community Impact Assessment
- Transportation Statistics Development
- Federal Functional Classification
- Administer Traffic Counts Program
- Modal Development Technical Support
- Transportation Alternatives Program Development
- Commuter Services
- State Highway System Corridor Studies
- Complete Streets Studies
- Growth Management Impact Reviews
- Regional Transit and Express Bus Planning
- Multi-modal Operations Analysis
- Access Management
- Freight Planning and Reviews
- Florida Transportation Plan Updates
- Promoting and coordinating Safety for all modes of transportation, including bicycle and pedestrian
- Congestion Management and Managed Lanes Planning
- Consistency Review (Coastal Zone Management & Policy)
- Context Classification
- Corridor Network Connectivity Planning
- Corridor Preservation
- Mobility Planning
- Multimodal Level of Service (LOS) Planning
- Park & Ride Planning
- Transit Oriented Development
- TSM&O Planning Support
- Transportation Disadvantaged (access to mobility)
- Transportation Resilience/Sustainability
- Data Driven and Sketch Planning Model Development
- Multi-modal Corridor Studies
- Data collection and Analysis to support Multi-modal Planning

- Concept of Operations Development
- Transit/Roadway ITS Planning
- Community Outreach and Support Planning
- Travel Forecasting

\*\* Regional planning activities in support of the Travel Demand Model Development and maintenance will be undertaken in partnership with other FDOT District(s) and Metropolitan Planning Organizations. A detailed summary of the transfer and receipt of funds supporting regional modeling activities are specific to each Planning Organization, and are provided in more detail in Task 6.0 of this UPWP.

The representative list of Planning Activities provided above may be undertaken by District Four consistent with support of the following directives:

- The Seven goals of the current Florida Transportation Plan (FTP), as may be amended during this UPWP cycle:
  - Safety & Security
  - Infrastructure
  - Mobility
  - Transportation Choices
  - Economic Competitiveness
  - Quality Places
  - Environment & Energy
- The FDOT secretary's "vital few":
  - Safety
  - Mobility
  - Innovation
  - Fostering Talent
- The UPWP emphasis areas published from Office of Policy Planning
  - Safety
  - System Connectivity
  - Resilience
  - ACES (Automated/Connected/Electric/Shared-use) Vehicles

This list of District Four Planning Activities includes both the highway and other modes (e.g. airports, seaports, rail, freight/passenger terminals, urban fixed guideway, etc.).

# VIII. BROWARD COUNTY AGENCIES PLANNING ACTIVITIES (NON-MPO)

## South Florida Regional Transportation Authority (SFRTA)

### TOD Station Area Planning - SFRTA TOD Policy and Outreach

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

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

### SFRTA Commuter Bus Service (Ongoing)

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

### Traffic and Mass Transit Analysis of Land Use Plan Amendment (LUPA) for Uptown Urban Village (formerly the Cypress Creek Mobility Hub)

**Background:** A grant for The Cypress Creek Mobility Hub has a remaining balance of \$221,000. SFRTA has worked with stakeholders to secure a consultant for additional analysis following on results of the first phases. On August 31, 2016, the FTA approved the scope of services for additional short range transit planning, land use, existing conditions and master planning, as identified in the FTA grant. Notice to Proceed (NTP) was issued in December 2016. Deliverables are to include these Plan elements: Existing Conditions analysis; Core document for future RFP/RFQ; Development Strategies; Economic Analysis Report; and Streetscape Concepts.

As described by the Broward MPO: The Cypress Creek Mobility Hub is the second largest commercial district in Broward County, and home to a Tri-Rail Station, Tri-Rail shuttles, and Broward County Transit bus service. It has easy access to I-95. The Broward MPO is working in partnership with the SFRTA, which operates Tri-Rail, and with FDOT, Broward County, and the Cities of Fort Lauderdale and Oakland Park to identify infrastructure improvements and joint development opportunities in the area of the Cypress Creek Mobility Hub. The goal for this hub is to plan efficient transportation connections that will spur continued growth and development, enhance walkability, and promote the use of multiple modes of transportation within this Mobility Hub.

SFRTA participated in multi-partner MPO meetings. The project limits include an FDOT park-and-ride lot that is located within a Development of Regional Impact (DRI). The required Land Use Plan Amendment (LUPA) was placed on hold until a DRI rescission could be completed with the cities of Fort Lauderdale and Oakland Park for the lot. A master plan was drafted.

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

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

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

Per the MOU, SFRTA is designated as FTA grant recipient and project sponsor; lead of the project finance plan, design/engineering, and construction phases; and operator of the TRCL service. FDOT is responsible for the TRCL Project Development phase, which has been delayed pending resolution of various governmental approvals for new passenger rail service on the FEC.

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

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

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

## City of Fort Lauderdale

### **Federal Transit Administration (FTA) Capital Investment Grant (CIG), Pilot Program for Transit Oriented Development (TOD) Planning.**

The City of Fort Lauderdale received a **\$1.25 million FTA** grant in September 2015 for TOD Planning. The City's project will focus on working with transportation and community partners to facilitate and catalyze TOD along the previously planned Wave Streetcar route. The study area will encompass other priority transit areas such as the Downtown Mobility Hub, which includes the Broward County Transit Central Terminal, a Brightline (Virgin Trains) train station, and the potential future Government Center.

Specific objectives of the TOD planning work in these areas will include an evaluation of existing barriers to beneficial TOD projects, a viable affordable/workforce housing strategy, a market analysis that examines needed TOD-enabling services, an effective Transportation Demand Management (TDM) Plan, updated TOD zoning and development regulations, and a connective non-motorized and transit mobility strategy that includes a multimodal level of service standard that can be applied to new developments. The outcome will provide policy recommendations to support TOD not only in the downtown core, but to be used in other areas of the City.

Work under this grant also includes the development of a sustainable Design & Construction Manual, which will provide best-practice design guidance for the application of resilient, climate-responsive treatments to public projects both within the TOD study area and elsewhere in the City. The manual will also serve as a blueprint for relevant private projects and will have the ability to be applied throughout County and region.

### **Other Fort Lauderdale Transportation Planning Efforts**

The Broward MPO is performing transportation planning efforts for the City of Fort Lauderdale as described in Task 6.0 of this UPWP. City funding for these efforts are detailed in the associated funding table for Task 6.0.

# IX. FINANCIAL TABLES



**TABLE I A**  
**FY 2020-2021**  
**AGENCY PARTICIPATION**  
**BROWARD METROPOLITAN PLANNING ORGANIZATION**

TASK	DESCRIPTION	FHWA	FTA	FDOT		Local	CTD	FDOT	LOCAL			TOTAL	CONSULTANT
				Soft Match*	Cash Match	Soft Match**			MPO	ADVOCACY	SVCS	MINUS SOFT MATCH	AMOUNT
<b>GRANT</b>													
1.0	MPO Administration, Board/Committee Coordination and Public Participation/Outreach	3,777,897	1,356,508	895,319	108,916	108,916	59,775	-	582,661	-	-	5,885,757	1,098,404
2.0	Data Collection and Analysis	310,504	203,662	72,013	6,193	6,193	-	-	-	-	-	520,359	175,000
3.0	Metropolitan and Intermodal/Freight Planning	632,948	62,905	141,204	2,816	2,816	-	-	-	-	-	698,669	200,000
4.0	Complete Streets, Transit Planning and Congestion Management	1,214,443	1,799,307	279,572	20,561	20,561	-	-	-	-	-	3,034,311	478,498
5.0	Transportation Improvement Program	177,260	104,557	44,893	10,171	10,171	-	-	-	-	-	291,988	62,533
6.0	Regional Transportation Model and Data	97,500	-	21,504	-	-	-	75,000	62,500	-	-	235,000	235,000
<b>LOCAL/NON-GRANT</b>													
9.0	Local Contribution	-	-	-	-	-	-		-	195,504		195,504	-
9.0	Services to Other Entities	-	-	-	-	-	-		-	-	1,185,440	1,185,440	115,954
	<b>TOTALS</b>	<b>6,210,552</b>	<b>3,526,939</b>	<b>1,454,505</b>	<b>148,656</b>	<b>148,656</b>	<b>59,775</b>	<b>75,000</b>	<b>645,161</b>	<b>195,504</b>	<b>1,185,440</b>	<b>12,047,027</b>	<b>2,365,389</b>

\*FDOT Non-Cash Match

\*\*MPO Non-Cash Match

**TABLE I B**  
**FY 2021-2022**  
**AGENCY PARTICIPATION**  
**BROWARD METROPOLITAN PLANNING ORGANIZATION**

TASK	DESCRIPTION	FHWA	FTA	FDOT		LOCAL	CTD	FDOT	Local			TOTAL	CONSULTANT
				Soft Match*	Cash Match	Soft Match**			MPO	ADVOCACY	SVCS	MINUS SOFT MATCH	AMOUNT
<b>GRANT</b>													
1.0	MPO Administration, Board/Committee Coordination and Public Participation/Outreach	4,315,398	522,077	1,082,299	-	-	59,775	-	-	-	-	4,897,250	1,351,000
2.0	Data Collection and Analysis	295,642	25,361	71,545	-	-	-	-	-	-	-	321,003	150,000
3.0	Metropolitan and Intermodal/Freight Planning	502,192	101,149	121,580	-	-	-	-	-	-	-	603,341	275,000
4.0	Complete Streets, Transit Planning and Congestion Management	1,242,105	586,358	315,956	-	-	-	-	-	-	-	1,828,463	360,000
5.0	Transportation Improvement Program	223,504	35,912	58,273	-	-	-	-	-	-	-	259,416	20,000
6.0	Regional Transportation Model and Data	106,000	-	23,379	-	-	-	75,000	62,500	-	-	243,500	243,500
<b>LOCAL/NON-GRANT</b>													
9.0	Local Contribution	-	-	-	-	-	-		-	196,606	-	196,606	-
9.0	Services to Other Entities	-	-	-	-	-	-		-	-	1,110,354	1,110,354	96,776
	<b>TOTALS</b>	<b>6,684,841</b>	<b>1,270,857</b>	<b>1,673,032</b>	-	-	<b>59,775</b>	<b>75,000</b>	<b>62,500</b>	<b>196,606</b>	<b>1,110,354</b>	<b>9,459,931</b>	<b>2,496,276</b>

\*FDOT Non-Cash Match

\*\*MPO Non-Cash Match

TABLE II A  
FY 2020-2021  
FUNDING SOURCE SHEET  
BROWARD METROPOLITAN PLANNING ORGANIZATION

		FHWA				FTA 5305(d)					FTA 5307	CTD	FDOT	LOCAL			TOTAL  MINUS SOFT MATCH
TASK	DESCRIPTION	PL	PL	SU	SU	Carryover Funds			FFY 21					MPO	ADVOCACY	SVCS	
		Federal (81.93%)	State Soft Match** (18.07%)	Federal (81.93%)	State Soft Match** (18.07%)	Federal (80%)	State Cash Match (10%)	Local Soft Match (10%)	Federal (80%)	State Soft Match** (20%)							
GRANT																	
1.0	MPO Administration, Board/Committee Coordination and Public	1,084,933	239,286	2,692,964	593,945	871,329	108,916	108,916	248,353	62,088	236,826	59,775	-	582,661	-	-	5,885,757
2.0	Data Collection and Analysis	71,374	15,742	239,130	52,741	49,541	6,193	6,193	14,121	3,530	140,000	-	-	-	-	-	520,359
3.0	Metropolitan and Intermodal/Freight Planning	132,357	29,192	500,591	110,407	22,528	2,816	2,816	6,421	1,605	33,956	-	-	-	-	-	698,669
4.0	Complete Streets, Transit Planning and Congestion Management	483,186	106,569	731,257	161,282	164,485	20,561	20,561	46,883	11,721	1,587,939	-	-	-	-	-	3,034,311
5.0	Transportation Improvement Program	114,727	25,303	62,533	13,792	81,365	10,171	10,171	23,191	5,798	-	-	-	-	-	-	291,988
6.0	Regional Transportation Model and Data	-	-	97,500	21,504	-	-	-	-	-	-	-	75,000	62,500	-	-	235,000
LOCAL/NON-GRANT																	
9.0	Local Contribution	-	-	-	-	-	-	-		-	-	-		-	195,504		195,504
9.0	Services to Other Entities	-	-	-	-	-	-	-		-	-	-		-		1,185,440	1,185,440
	TOTALS	1,886,577	416,092	4,323,975	953,671	1,189,249	148,656	148,656	338,970	84,742	1,998,720	59,775	75,000	645,161	195,504	1,185,440	12,047,027

\*\* FDOT uses toll credits to fulfill the required FHWA PL, SU & FTA 5305(d) non-Federal share.

TABLE II B  
FY 2021-2022  
FUNDING SOURCE SHEET  
BROWARD METROPOLITAN PLANNING ORGANIZATION

		FHWA				FTA 5305 (d)					FTA 5307	CTD	FDOT	LOCAL			TOTAL  MINUS SOFT MATCH
TASK	DESCRIPTION	PL	PL	SU	SU	Carryover Funds			FFY 21					MPO	ADVOCACY	SVCS	
		Federal (81.93%)	State Soft Match** (18.07%)	Federal (81.93%)	State Soft Match** (18.07%)	Federal (80%)	State Cash Match (10%)	Local Soft Match (10%)	Federal (80%)	State Soft Match** (20%)							
GRANT																	
1.0	MPO Administration, Board/Committee Coordination and Public	1,391,434	306,887	2,923,964	644,893	-	-	-	522,077	130,519	-	59,775	-	-	-	-	4,897,250
2.0	Data Collection and Analysis	58,646	12,935	236,996	52,270	-	-	-	25,361	6,340	-	-	-	-	-	-	321,003
3.0	Metropolitan and Intermodal/Freight Planning	100,073	22,072	402,119	88,689	-	-	-	43,275	10,819	57,874	-	-	-	-	-	603,341
4.0	Complete Streets, Transit Planning and Congestion Management	388,546	85,695	853,559	188,256	-	-	-	168,020	42,005	418,338	-	-	-	-	-	1,828,463
5.0	Transportation Improvement Program	88,584	19,538	134,920	29,757	-	-	-	35,912	8,978	-	-	-	-	-	-	259,416
6.0	Regional Transportation Model and Data	-	-	106,000	23,379	-	-	-		-	-	-	75,000	62,500	-	-	243,500
LOCAL/NON-GRANT																	
9.0	Local Contribution	-	-	-	-	-	-	-		-	-	-		-	196,606	-	196,606
9.0	Services to Other Entities	-	-	-	-	-	-	-		-	-	-		-	-	1,110,354	1,110,354
	TOTALS	2,027,283	447,126	4,657,558	1,027,244	-	-	-	794,645	198,661	476,212	59,775	75,000	62,500	196,606	1,110,354	9,459,931

\*\* FDOT uses toll credits to fulfill the required FHWA PL, SU & FTA 5305(d) non-Federal share.

**TABLE III A**  
**FY 2020-2021**  
**OPERATIONS BUDGET**  
**BROWARD METROPOLITAN PLANNING ORGANIZATION**

		REVENUES							
		FHWA		FTA/FDOT	FTA	FDOT		LOCAL	TOTAL
TASK	DESCRIPTION	PL	SU/STP	5305D	5307	CTD	STATE		
GRANT									
PERSONNEL SERVICES									
1.0	MPO Administration, Board/Committee Coordination and Public Participation/Outreach	1,084,933	942,320	992,598	39,685	55,775	-	-	3,115,311
2.0	Data Collection and Analysis	71,374	64,130	69,855	-	-	-	-	205,359
3.0	Metropolitan and Intermodal/Freight Planning	132,357	300,591	31,766	33,956	-	-	-	498,670
4.0	Complete Streets, Transit Planning and Congestion Management	483,186	731,257	231,929	356,584	-	-	-	1,802,956
5.0	Transportation Improvement Program	114,727	-	114,727	-	-	-	-	229,454
6.0	Regional Transportation Model and Data	-	-	-	-	-	-	-	-
	Sub-Total:	1,886,577	2,038,298	1,440,875	430,224	55,775	-	-	5,851,750
CONSULTANT SERVICES									
1.0	DBE, EJ & Title VI Plans & Prog (carryover activity)	-	9,305	-	-	-	-	-	9,305
	Special Projects	-	50,000	-	-	-	-	-	50,000
	Speak Up Broward Phase II (carryover activity)	-	-	-	197,140	-	-	-	197,140
	Speak Up Broward Phase III	-	260,000	-	-	-	-	-	260,000
	Strategic Business Plan	-	-	-	-	-	-	-	-
	Procurement Enhancements	-	-	-	-	-	-	-	-
	ERP Enhancements	-	-	-	-	-	-	-	-
	Sub-Total:	-	366,230.00	-	197,140.49	-	-	-	563,370
2.0	Multimodal Data Collection Program (carryover	-	110,000	-	140,000	-	-	-	250,000
	CMP and Performance Measures Data Needs	-	65,000	-	-	-	-	-	65,000
	Sub-Total:	-	175,000	-	140,000	-	-	-	315,000
3.0	One-Way Pair	-	-	-	-	-	-	-	-
	MTP Amendment Support	-	-	-	-	-	-	-	-
	MTP Resiliency Studies *See note in description	-	-	-	-	-	-	-	-
	MTP Safety Studies (Off-System) *See note in	-	-	-	-	-	-	-	-
	Regional Trans. Plan Activities (carryover activity)	-	100,000	-	-	-	-	-	100,000
	MPOAC Freight Committee	-	50,000	-	-	-	-	-	50,000
	Center Turn Overpass	-	50,000	-	-	-	-	-	50,000
	Sub-Total:	-	200,000	-	-	-	-	-	200,000
4.0	Complete Streets Comm Engagment	-	-	-	110,000	-	-	-	110,000
	Complete Streets Technical Support	-	-	-	150,000	-	-	-	150,000
	FTA Compliance Development	-	-	-	-	-	-	-	-
	Project Tracker	-	-	-	-	-	-	-	-
	CSLIP & Mobility Hub Process *See note in	-	-	-	-	-	-	-	-
	Congestion Mgmt Process	-	-	-	-	-	-	-	-
	Planning Technical Assistance Program (carryover	-	-	-	206,857	-	-	-	206,857
	Plantation Sunrise Mobility Hub (carryover activity)	-	-	-	160,000	-	-	-	160,000
	Hollywood Pines Planning Study (carryover activity)	-	-	-	148,545	-	-	-	148,545
	HWD/SR7 Capital	-	-	-	-	-	-	-	-
	Sunrise Mobility Hub	-	-	-	38,112	-	-	-	38,112
	Pembroke Pines Mobility Hub (carryover activity)	-	-	-	113,748	-	-	-	113,748
	Coral Springs Mobility Hub (carryover activity)	-	-	-	18,093	-	-	-	18,093
	Coral Springs Mobility Hub, Phase II	-	-	-	216,000	-	-	-	216,000
	Hub MP #1 - FY 17 5307 Hwd/	-	-	-	70,000	-	-	-	70,000
	Hub MP #2 - FY 17 5307 Sample/	-	-	-	-	-	-	-	-
	Hub MP #3 - FY 17 5307 Sample/	-	-	-	-	-	-	-	-
	Sub-Total:	-	-	-	1,231,355	-	-	-	1,231,355

n

E X P E N D I T U R E S	5.0	Interactive TIP	-	11,033	-	-	-	-	-	11,033
		Interactive MTP/TIP/MMPL	-	51,500	-	-	-	-	-	51,500
		<b>Sub-Total:</b>	-	<b>62,533</b>	-	-	-	-	-	<b>62,533</b>
	6.0	SERPM Model Maintenance	-	-	-	-	-	-	-	-
		SERPM 9.0 Model Development	-	85,000	-	-	-	-	-	85,000
		Regional Trans Model Big Data	-	12,500	-	-	-	75,000	62,500	150,000
		<b>Sub-Total:</b>	-	<b>97,500</b>	-	-	-	<b>75,000</b>	<b>62,500</b>	<b>235,000</b>
		<b>Consultant Services Total:</b>	-	<b>901,263</b>	-	<b>1,568,496</b>	-	<b>75,000</b>	<b>62,500</b>	<b>2,607,259</b>
	<b>TRAVEL</b>									
		Travel & Mileage	-	-	85,000	-	-	-	-	85,000
		<b>Sub-Total:</b>	-	-	<b>85,000</b>	-	-	-	-	<b>85,000</b>
	<b>OTHER DIRECT EXPENSES</b>									
		Occupancy	-	660,430	120,000	-	-	-	-	780,430
		Operations & Maintenance	-	723,983	31,000	-	4,000	-	-	758,983
		<b>Sub-Total:</b>	-	<b>1,384,414</b>	<b>151,000</b>	-	<b>4,000</b>	-	-	<b>1,539,414</b>
		<b>Grand-Total:</b>	<b>1,886,577</b>	<b>4,323,975</b>	<b>1,676,875</b>	<b>1,998,720</b>	<b>59,775</b>	<b>75,000</b>	<b>62,500</b>	<b>10,083,422</b>
	<b>9.0 LOCAL/NON-GRANT</b>									
	<b>RESERVES</b>									
		MPO Cash	-	-	-	-	-	-	582,661	582,661
		<b>Grand-Total:</b>	-	-	-	-	-	-	<b>582,661</b>	<b>582,661</b>
	<b>LOCAL CONTRIBUTION - ADVOCACY SERVICES</b>									
		Personnel Services	-	-	-	-	-	-	23,504	23,504
		Consultant Services	-	-	-	-	-	-	-	-
		<b>Consultant Services Sub-Total:</b>	-	-	-	-	-	-	-	-
		Travel & Mileage	-	-	-	-	-	-	11,000.00	11,000
		Other Direct Expenses	-	-	-	-	-	-	-	-
		Occupancy	-	-	-	-	-	-	-	-
		Operations & Maintenance	-	-	-	-	-	-	161,000.00	161,000
		<b>Other Direct Expenses Sub-Total:</b>	-	-	-	-	-	-	<b>161,000.00</b>	<b>161,000.00</b>
		<b>Grand Total:</b>	-	-	-	-	-	-	<b>195,504</b>	<b>195,504</b>
	<b>BROWARD COUNTY ILA - TRANS. SURTAX SERVICES</b>									
		Personnel Services	-	-	-	-	-	-	349,431	349,431
		Consultant Services	-	-	-	-	-	-	-	-
		GIS Analysis Tool	-	-	-	-	-	-	115,954	115,954
		<b>Consultant Services Sub-Total:</b>	-	-	-	-	-	-	<b>115,954</b>	<b>115,954</b>
		Travel & Mileage	-	-	-	-	-	-	-	-
		Other Direct Expenses	-	-	-	-	-	-	-	-
		Occupancy	-	-	-	-	-	-	-	-
		Operations & Maintenance	-	-	-	-	-	-	76,111	76,111
		<b>Other Direct Expenses Sub-Total:</b>	-	-	-	-	-	-	<b>76,111</b>	<b>76,111</b>
		<b>Grand Total:</b>	-	-	-	-	-	-	<b>541,496</b>	<b>541,496</b>
	<b>FT. LAUD ILA - TRANS. PLANNING SERVICES</b>									
		Personnel Services	-	-	-	-	-	-	539,490	539,490
		Consultant Services	-	-	-	-	-	-	-	-
		<b>Consultant Services Sub-Total:</b>	-	-	-	-	-	-	-	-
		Travel & Mileage	-	-	-	-	-	-	-	-
		Other Direct Expenses	-	-	-	-	-	-	-	-
		Occupancy	-	-	-	-	-	-	-	-
		Operations & Maintenance	-	-	-	-	-	-	104,454	104,454
		<b>Other Direct Expenses Sub-Total:</b>	-	-	-	-	-	-	<b>104,454</b>	<b>104,454</b>
		<b>Grand Total:</b>	-	-	-	-	-	-	<b>643,945</b>	<b>643,945</b>
		<b>TOTAL OPERATIONS BUDGET</b>	<b>1,886,577</b>	<b>4,323,975</b>	<b>1,676,875</b>	<b>1,998,720</b>	<b>59,775</b>	<b>75,000</b>	<b>2,026,105</b>	<b>12,047,027</b>

**REVENUES:**  
 FHWA: 6,210,552  
 FTA/FDOT 3,810,370  
 LOCAL (minus reserves): 1,443,444  
**TOTAL REVENUES: 11,464,366**

**EXPENDITURES:**  
 PERSONNEL SERVICES: 6,764,174  
 CONSULTANT SERVICES: 2,723,213  
 TRAVEL: 96,000  
 OTHER DIRECT EXPENSES: 1,880,979  
**TOTAL EXPENDITURES: 11,464,366**

**REVENUES - EXPENDITURES: -**  
 TOTAL OPERATIONS BUDGET: 12,047,027  
 RESERVES: (582,661)  
**DIFFERENCE: 11,464,366**

**TABLE III B**  
**FY 2021-2022**  
**OPERATIONS BUDGET**  
**BROWARD METROPOLITAN PLANNING ORGANIZATION**

		REVENUES								
TASK	DESCRIPTION	FHWA		FTA/FDOT	FTA	FDOT		LOCAL	TOTAL	
		PL	SU/STP	5305D	5307	CTD	STATE			
E X P E N D I T U R E S	GRANT									
	PERSONNEL SERVICES									
	1.0	MPO Administration, Board/Committee Coordination and Public Participation/Outreach	964,434	1,167,472	406,077	-	57,275	-	-	2,595,258
	2.0	Data Collection and Analysis	58,646	86,996	25,361	-	-	-	-	171,003
	3.0	Metropolitan and Intermodal/Freight Planning	100,073	127,119	43,275	107,651	-	-	-	378,118
	4.0	Complete Streets, Transit Planning and Congestion Management	388,546	493,559	168,020	24,560	-	-	-	1,074,685
	5.0	Transportation Improvement Program	88,584	114,920	35,912	-	-	-	-	239,416
	6.0	Regional Transportation Model and Data	-	-	-	-	-	-	-	-
		Sub-Total:	1,600,283	1,990,066	678,645	132,212	57,275	-	-	4,458,481
	CONSULTANT SERVICES									
	1.0	DBE, EJ & Title VI Plans & Prog (carryover activity)	-	-	-	-	-	-	-	-
		Special Projects	-	100,000	-	-	-	-	-	100,000
		Speak Up Broward Phase II (carryover activity)	-	-	-	-	-	-	-	-
		Speak Up Broward Phase III	-	230,000	-	-	-	-	-	230,000
		Strategic Business Plan	-	100,000	-	-	-	-	-	100,000
		Procurement Enhancements	-	5,000	-	-	-	-	-	5,000
		ERP Enhancements	-	5,000	-	-	-	-	-	5,000
		Sub-Total:	-	440,000.00	-	-	-	-	-	440,000.00
	2.0	Multimodal Data Collection Program (carryover	-	50,000	-	-	-	-	-	50,000
		CMP and Performance Measures Data Needs	-	100,000	-	-	-	-	-	100,000
		Sub-Total:	-	150,000	-	-	-	-	-	150,000
	3.0	One-Way Pair	-	-	-	-	-	-	-	-
		MTP Amendment Support	-	25,000	-	-	-	-	-	25,000
		MTP Resiliency Studies *See note in description	-	50,000	-	-	-	-	-	50,000
		description	-	100,000	-	-	-	-	-	100,000
		Regional Trans. Plan Activities (carryover activity)	-	-	-	-	-	-	-	-
		MPOAC Freight Committee	-	50,000	-	-	-	-	-	50,000
		Center Turn Overpass	-	50,000	-	-	-	-	-	50,000
		Sub-Total:	-	275,000	-	-	-	-	-	275,000
	4.0	Complete Streets Comm Engagment	-	110,000	-	-	-	-	-	110,000
		Complete Streets Technical Support	-	150,000	-	-	-	-	-	150,000
		FTA Compliance Development	-	-	-	-	-	-	-	-
		Project Tracker	-	-	-	-	-	-	-	-
		CSLIP & Mobility Hub Process *See note in	-	-	-	-	-	-	-	-
		Congestion Mgmt Process	-	100,000	-	-	-	-	-	100,000
		Planning Technical Assistance Program (carryover	-	-	-	-	-	-	-	-
		Plantation Sunrise Mobility Hub (carryover activity)	-	-	-	-	-	-	-	-
		Hollywood Pines Planning Study (carryover activity)	-	-	-	-	-	-	-	-
		HWD/SR7 Capital	-	-	-	-	-	-	-	-
		Pembroke Pines Mobility Hub (carryover activity)	-	-	-	-	-	-	-	-
		Coral Springs Mobility Hub (carryover activity)	-	-	-	-	-	-	-	-
		Coral Springs Mobility Hub, Phase II	-	-	-	-	-	-	-	-
		Hub MP #1 - FY 17 5307 Hwd/	-	-	-	65,000	-	-	-	65,000
		Hub MP #2 - FY 17 5307 Sample/	-	-	-	189,000	-	-	-	189,000
		Hub MP #3 - FY 17 5307 Sample/	-	-	-	90,000	-	-	-	90,000
		Sub-Total:	-	360,000	-	344,000	-	-	-	704,000

EXPENDITURES



E X P E N D I T U R E S	5.0	Interactive TIP	-	20,000	-	-	-	-	-	20,000
		Interactive MTP/TIP/MMPL	-	-	-	-	-	-	-	-
		<b>Sub-Total:</b>	-	<b>20,000</b>	-	-	-	-	-	<b>20,000</b>
	6.0	SERPM Model Maintenance	-	8,500	-	-	-	-	-	8,500
		SERPM 9.0 Model Development	-	85,000	-	-	-	-	-	85,000
		Regional Trans Model Big Data	-	12,500	-	-	-	75,000	62,500	150,000
		<b>Sub-Total:</b>	-	<b>106,000</b>	-	-	-	<b>75,000</b>	<b>62,500</b>	<b>243,500</b>
		<b>Consultant Services Total:</b>	-	<b>1,351,000</b>	-	<b>344,000</b>	-	<b>75,000</b>	<b>62,500</b>	<b>1,832,500</b>
	<b>TRAVEL</b>									
		Travel & Mileage	-	-	85,000	-	-	-	-	85,000
		<b>Sub-Total:</b>	-	-	<b>85,000</b>	-	-	-	-	<b>85,000</b>
	<b>OTHER DIRECT EXPENSES</b>									
		Occupancy	427,000	340,794	-	-	-	-	-	767,794
		Operations & Maintenance	-	975,698	31,000	-	2,500	-	-	1,009,198
		<b>Sub-Total:</b>	<b>427,000</b>	<b>1,316,492</b>	<b>31,000</b>	-	<b>2,500</b>	-	-	<b>1,776,992</b>
		<b>Grand Total:</b>	<b>2,027,283</b>	<b>4,657,558</b>	<b>794,645</b>	<b>476,212</b>	<b>59,775</b>	<b>75,000</b>	<b>62,500</b>	<b>8,152,972</b>
	<b>LOCAL/NON-GRANT</b>									
	<b>RESERVES</b>									
		MPO Cash	-	-	-	-	-	-	-	-
		<b>Grand-Total:</b>	-	-	-	-	-	-	-	-
	<b>LOCAL CONTRIBUTION - ADVOCACY SERVICES</b>									
		Personnel Services	-	-	-	-	-	-	24,606	24,606
		Consultant Services	-	-	-	-	-	-	-	-
		<b>Consultant Services Sub-Total:</b>	-	-	-	-	-	-	-	-
		Travel & Mileage	-	-	-	-	-	-	11,000	11,000
		Other Direct Expenses	-	-	-	-	-	-	-	-
		Occupancy	-	-	-	-	-	-	-	-
		Operations & Maintenance	-	-	-	-	-	-	161,000	161,000
		<b>Other Direct Expenses Sub-Total:</b>	-	-	-	-	-	-	<b>161,000</b>	<b>161,000</b>
		<b>Grand Total:</b>	-	-	-	-	-	-	<b>196,606</b>	<b>196,606</b>
	<b>BROWARD COUNTY ILA - TRANS. SURTAX SERVICES</b>									
		Personnel Services	-	-	-	-	-	-	365,039	365,039
		Consultant Services	-	-	-	-	-	-	-	-
		GIS Analysis Tool	-	-	-	-	-	-	12,884	12,884
		<b>Consultant Services Sub-Total:</b>	-	-	-	-	-	-	<b>12,884</b>	<b>12,884</b>
		Travel & Mileage	-	-	-	-	-	-	-	-
		Other Direct Expenses	-	-	-	-	-	-	-	-
		Occupancy	-	-	-	-	-	-	-	-
		Operations & Maintenance	-	-	-	-	-	-	71,053	71,053
		<b>Other Direct Expenses Sub-Total:</b>	-	-	-	-	-	-	<b>71,053</b>	<b>71,053</b>
		<b>Grand Total:</b>	-	-	-	-	-	-	<b>448,976</b>	<b>448,976</b>
	<b>FT. LAUD ILA - TRANS. PLANNING SERVICES</b>									
		Personnel Services	-	-	-	-	-	-	564,601	564,601
		Consultant Services	-	-	-	-	-	-	-	-
		<b>Consultant Services Sub-Total:</b>	-	-	-	-	-	-	-	-
		Travel & Mileage	-	-	-	-	-	-	-	-
		Other Direct Expenses	-	-	-	-	-	-	-	-
		Occupancy	-	-	-	-	-	-	-	-
		Operations & Maintenance	-	-	-	-	-	-	96,776	96,776
		<b>Other Direct Expenses Sub-Total:</b>	-	-	-	-	-	-	<b>96,776</b>	<b>96,776</b>
		<b>Grand Total:</b>	-	-	-	-	-	-	<b>661,378</b>	<b>661,378</b>
		<b>TOTAL OPERATIONS BUDGET</b>	<b>2,027,283</b>	<b>4,657,558</b>	<b>794,645</b>	<b>476,212</b>	<b>59,775</b>	<b>75,000</b>	<b>1,369,459</b>	<b>9,459,931</b>

**REVENUES:**  
 FHWA: 6,684,841  
 FTA/FDOT 1,405,632  
 LOCAL (minus reserves): 1,369,459  
**TOTAL REVENUES: 9,459,931**

**EXPENDITURES:**  
 PERSONNEL SERVICES: 5,412,727  
 CONSULTANT SERVICES: 1,845,384  
 TRAVEL: 96,000  
 OTHER DIRECT EXPENSES: 2,105,821  
**TOTAL EXPENDITURES: 9,459,931**

**REVENUES - EXPENDITURES: -**  
 TOTAL OPERATIONS BUDGET: 9,459,931  
 RESERVES: -  
**DIFFERENCE: 9,459,931**

# **X. APPENDICES**

## **APPENDIX A**

### FTA Section 5305(d) Budget

**Section 5305(d)**  
**Approved Project Budget for - FFY20**  
(total dollars)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 1,119,682
44.22.00	General Development and Comprehensive Planning	369,752
44.23.00	Long Range Transportation Planning: System Level	-
44.23.02	Long Range Transportation Planning	12,304
44.24.00	Short Range Transportation Planning	11,942
44.25.00	Transportation Improvement Program	130,696
44.26.12	Coordination of Non-Emergency Human Service Transportation	11,942
44.26.13	Participation of Transit Operators in Metropolitan Planning	87,189
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	- 39,789
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	- 39,789
44.26.16	Incorporating Safety & Security in Transportation Planning	87,189
44.27.00	Other Activities	-
Total Net Project Cost		\$ <u>1,910,274</u>

Accounting Classifications

44.30.01	Personnel	\$ 1,185,142
44.30.02	Fringe Benefits (22%)	415,830
44.30.03	Travel	-
44.30.04	Equipment	-
44.30.05	Supplies	-
44.30.06	Contractual	-
44.30.07	Other	-
44.30.08	Indirect Charges (14%)	309,303
Total Net Project Cost		\$ <u>1,910,274</u>

Fund Allocations

44.40.01	MPO Activities	\$ 1,910,274
44.40.02	Transit Operator Activities	
44.40.03	State and/or Local Agency Activities	
Total Net Project Cost		\$ <u>1,910,274</u>

Federal Share (80%)	\$ 1,528,219
Local Share (20%)	382,055

Accounting Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	\$ <u>1,910,274</u>

**Section 5305(d)**  
**GMIS Planning Line Item Codes - FFY20**  
(FTA Funds Only)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 895,746
44.22.00	General Development and Comprehensive Planning	<u>295,802</u>
44.23.01	Long Range Transportation Planning: System Level	<u>-</u>
44.23.02	Long Range Transportation Planning: Project Level	<u>9,843</u>
44.24.00	Short Range Transportation Planning	<u>9,553</u>
44.25.00	Transportation Improvement Program	<u>104,557</u>
44.26.12	Coordination of Non-Emergency Human Service Transportation	<u>9,553</u>
44.26.13	Participation of Transit Operators in Metropolitan Planning	<u>69,752</u>
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	<u>-</u> <u>31,831</u>
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	<u>-</u> <u>31,831</u>
44.26.16	Incorporating Safety & Security in Transportation Planning	<u>69,752</u>
44.27.00	Other Activities	<u>-</u>
Total Net Project Cost		<u>\$ 1,528,219</u>

Accounting Classifications:

44.30.01	Personnel	\$ 948,114
44.30.02	Fringe Benefits (25%)	<u>332,664</u>
44.30.03	Travel	<u></u>
44.30.04	Equipment	<u></u>
44.30.05	Supplies	<u></u>
44.30.06	Contractual	<u>-</u>
44.30.07	Other	<u></u>
44.30.08	Indirect Charges (4%)	<u>247,442</u>
Total Net Project Cost		<u>\$ 1,528,219</u>

Fund Allocations:

44.40.01	MPO Activities	\$ 1,528,219
44.40.02	Transit Operator Activities	<u></u>
44.40.03	State and/or Local Agency Activities	<u></u>
Total Net Project Cost		<u>\$ 1,528,219</u>

**Section 5305(d)**  
**Approved Project Budget for - FFY21**  
(total dollars)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 522,077
44.22.00	General Development and Comprehensive Planning	<u>201,928</u>
44.23.00	Long Range Transportation Planning: System Level	<u>-</u>
44.23.02	Long Range Transportation Planning	<u>18,392</u>
44.24.00	Short Range Transportation Planning	<u>17,851</u>
44.25.00	Transportation Improvement Program	<u>44,890</u>
44.26.12	Coordination of Non-Emergency Human Service Transportation	<u>17,851</u>
44.26.13	Participation of Transit Operators in Metropolitan Planning	<u>69,308</u>
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	<u>-</u> <u>15,851</u>
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	<u>-</u> <u>15,851</u>
44.26.16	Incorporating Safety & Security in Transportation Planning	<u>69,308</u>
44.27.00	Other Activities	<u>-</u>
Total Net Project Cost		\$ <u><b>993,306</b></u>

Accounting Classifications

44.30.01	Personnel	\$ 549,959
44.30.02	Fringe Benefits (23%)	<u>204,091</u>
44.30.03	Travel	<u>-</u>
44.30.04	Equipment	<u>-</u>
44.30.05	Supplies	<u>-</u>
44.30.06	Contractual	<u>-</u>
44.30.07	Other	<u>-</u>
44.30.08	Indirect Charges (15%)	<u>239,256</u>
Total Net Project Cost		\$ <u><b>993,306</b></u>

Fund Allocations

44.40.01	MPO Activities	\$ 993,306
44.40.02	Transit Operator Activities	<u>          </u>
44.40.03	State and/or Local Agency Activities	<u>          </u>
Total Net Project Cost		\$ <u><b>993,306</b></u>
Federal Share (80%)		\$ 794,645
Local Share (20%)		<u>198,661</u>

Accounting Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	\$ <u><b>993,306</b></u>

**Section 5305(d)**  
**GMIS Planning Line Item Codes - FFY21**  
(FTA Funds Only)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 417,662
44.22.00	General Development and Comprehensive Planning	161,542
44.23.01	Long Range Transportation Planning: System Level	-
44.23.02	Long Range Transportation Planning: Project Level	14,714
44.24.00	Short Range Transportation Planning	14,281
44.25.00	Transportation Improvement Program	35,912
44.26.12	Coordination of Non-Emergency Human Service Transportation	14,281
44.26.13	Participation of Transit Operators in Metropolitan Planning	55,447
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	- 12,681
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	- 12,681
44.26.16	Incorporating Safety & Security in Transportation Planning	55,447
44.27.00	Other Activities	-
Total Net Project Cost		\$ <b>794,645</b>

Accounting Classifications:

44.30.01	Personnel	\$ 439,967
44.30.02	Fringe Benefits	163,273
44.30.03	Travel	
44.30.04	Equipment	
44.30.05	Supplies	
44.30.06	Contractual	-
44.30.07	Other	
44.30.08	Indirect Charges	191,405
Total Net Project Cost		\$ <b>794,645</b>

Fund Allocations:

44.40.01	MPO Activities	\$ 794,645
44.40.02	Transit Operator Activities	
44.40.03	State and/or Local Agency Activities	
Total Net Project Cost		\$ <b>794,645</b>



## **APPENDIX B**

### Statements and Assurances

### FEDERAL FY20 DEBARMENT AND SUSPENSION CERTIFICATION

As required by U.S. Regulations on Government wide Debarment and Suspension (Nonprocurement)  
at 49 CFR 29.510

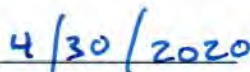
(1) The Metropolitan Planning Organization hereby certifies to the best of its knowledge and belief, that it and its principles:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state or local) transaction or contract under a public transaction; violation of Federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state or local) with commission of any of the offenses listed in paragraph (b) of this certification; and,
- (d) Have not within a three-year period preceding this certification had one or more public transactions (Federal, state or local) terminated for cause or default.

(2) The Metropolitan Planning Organization also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S. DOT.



Chairperson for the MPO



Date

### FEDERAL FY20 CERTIFICATION REGARDING LOBBYING

#### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of her or his knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000.00 and not more that \$100,000.00 for each such failure.

B. C.  
Chairperson for the MPO

4/30/2020  
Date

#### FFY20 Disadvantaged Business Enterprise Utilization

It is the policy of the Broward MPO that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of Broward MPO contracts in a nondiscriminatory environment. The objects of the Disadvantaged Business Enterprise Program are to ensure nondiscrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barrier to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program. The Broward MPO, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the work of the Broward MPO in a non-discriminatory environment. The Broward MPO shall require its consultants to not discriminate on the bases of race, color, national origin, sex, age handicap/disability, or income status in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code.

R. L.  
Signature of Presiding Officer for the MPO/TPO

4/30/2020  
Date of Signature



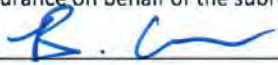
**FFY20 Title VI / Non-Discrimination Policy Statement**

The Broward MPO assures the Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The Broward MPO further agrees to the following responsibilities with respect to its programs and activities:

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

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

 4/30/2020  
Signature of Presiding Officer for the MPO/TPO      Date of Signature

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

525-010-08  
POLICY PLANNING  
02/18

**APPENDICES A and E**

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

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



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

525-010-08  
POLICY PLANNING  
02/18

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



## **APPENDIX C**

### **Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) Comments**



**Federal Highway Administration**  
 Florida Division Office  
 3500 Financial Plaza, Suite 400  
 Tallahassee, Florida 32312  
 (850) 553-2201  
[www.fhwa.dot.gov/fldiv](http://www.fhwa.dot.gov/fldiv)

**Federal Transit Administration**  
 Region 4 Office  
 230 Peachtree St, NW, Suite 1400  
 Atlanta, Georgia 30303  
 (404) 865-5600

Planning Comments

Document Name: Draft 2020/21 – 2021/22 UPWP

MPO: Broward

Date of Document:

Date Received:  
3/15/2020

Date Reviewed: 4/8 –  
4/14/2020

District:  
4

Reviewed by: Stacie Blizzard and Robert Sachnin

**BROWARD MPO FY 2020/21-2021/22 UPWP COMMENTS BY FHWA and FTA**

PAGE#(S):	COMMENT TYPE:	COMMENTS:	BROWARD MPO COMMENTS:
General		Thank you again for a continued best practice for the detailed information in the UPWP (even with the roll ups) that provides a holistic snapshot of the MPO's responsibilities and upcoming work.	Thank you for the comment. Very much appreciated.
General	Critical	Reminder for Final: All Certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI Nondiscrimination Policy Statement and Disadvantaged Business Enterprise (DBE) statements should be signed and dated, and included in the final copy of the document.	The most recent FTA 5305D documents for 2019 have been included.
General	Critical	Please include activities under the appropriate task to review and update the MPO's COOP to consider pandemic scenarios. Additionally, it is suggested that the MPO review and consider what alternative operational and alternative public involvement outreach strategies may be required for these type of events (particularly if it is long term). This review may entail	The Broward MPO has already begun its review and update to the COOP to consider pandemic scenarios including alternative operational and public outreach strategies for these types of events. Appropriate updates to other documents will be addressed. Language has been added to Task 1 to continue these efforts into the 2020/2021 and 2021/2022 fiscal years.

		updating operational documents such as PPPs, bylaws, and others.	
General	Critical	Each task must link activities and end products as well as to identify milestones for the activities and end product due dates. If an activity is ongoing – please identify is it monthly, quarterly, annually and which years. Some of these are provided but many are not. If an end product will not be completed during this UPWP, then it must be identified when it will be completed as well. Some notes are provided below for the individual tasks related to this, but not all. Please review all tasks for this requirement. Please ensure all tasks include more information for the activities that will be performed.	Each Task has been updated with milestones and end product due dates. More information for the activities that will be performed has been included where possible.
General	Critical	Please note that any equipment/capital asset (this includes software) purchases with unit costs equal to or greater than \$5,000 must have prior review and approval from FHWA unless the UPWP contains sufficient detailed information for this review. Currently as drafted, this UPWP does not and will require this information to be submitted to FHWA for approval.	Understood. Equipment/capital asset purchases with unit costs equal to or greater than \$5,000 are not anticipated. If this changes, the required information will be submitted to FHWA for approval.
General	Critical	As written it is very difficult to determine consultant participation and does not provide enough detail – such as the scope of work, work to be accomplished, anticipated completion dates, products produced and scope or work costs. As written every scope or work and work order will be required to be submitted for review and prior approval since this information is not provided in the UPWP. If it is provided in the final UPWP with sufficient detail, then the scopes will not need to be sent separately for review and approval to FDOT and FHWA Consultant Services. This includes the General Planning Consultant contracts.	Understood. Some Tasks and consulting work descriptions have been updated with more detailed information. However, at this time, many anticipated consulting scopes of work have not been developed in such detail regarding all work to be accomplished, completion dates, products/deliverables and work costs. This information will be determined as the procurement process begins. As this information becomes available, we understand that we will have to send to FDOT and FHWA for review and approval very early into our procurement process.
General	Critical	If planning activities are proposed for funding under the 49 USC 5307 program or any other FTA program, please ensure they are listed and programmed in the UPWP	Understood. Task 4.0 lists planning activities for both fiscal years that utilize FTA 5307 funds.

General	Critical	If funding is being carried over from the prior-year UPWP, carryover amounts and activities should be listed in the document. Please identify any incomplete work elements or activities financed with Federal planning assistance awarded in previous fiscal years as carryover activities.	Carryover activities have been identified in tasks along with carryover amounts in the first fiscal year.
General	Critical	If any programmed 5305(d) funds are estimates, coordination with the State DOT may be required for UPWP modification or amendment after review of FTA apportionments.	All FTA 5305(d) funds are estimates, including the allocations provided by the district. The actual allocations are generally unknown until the fall of each year, well after the acceptance and approval of the new UPWP. Additionally, the actual carryover funds from FY 18-20 UPWP won't be known until after the June 30, 2020 fiscal year end. In both cases, once the actual figures are known, modifications are made to the UPWP.
General	Critical	The metropolitan transportation planning process should provide for the establishment and use of a performance-based approach, with related activities noted in the UPWP accordingly. Please note that in addition to TAM, there is an upcoming deadline for MPO PTASP target setting that will occur during the next UPWP cycle.	Updated language has been provided in Task 2.0 Required Activities and Work Products.
General	Critical	For TMAs, all major transportation planning efforts/studies within the MPO boundaries should be described in the UPWP (including corridor and sub-area studies in accordance with 23 CFR 450.318) regardless of source of funding or entity undertaking the work.	This has been included in Section VIII. BROWARD COUNTY AGENCIES PLANNING ACTIVITIES (NON-MPO). MPO staff made two requests at advisory and MPO Board meetings for this information as well as a follow-up e-mail request through Technical Advisory Committee members and phone calls to larger local partners such as BCT, SFRTA and Fort Lauderdale. While limited information was received, the MPO has begun to work directly with municipalities to provide planning services funded with local funding. These activities are described in Task 6.0.
Introduction/Funding Tables	Critical	Please correct the ratio and the amount identified for the soft match for the PL Funds. That match is 80:20. Please also note that the soft match amount must also be shown for each task in the Budget summary tables as well. The MPO needs to also include the soft match	We have confirmed that the correct ratios for the PL & SU grants are 81.93/18.07. The updated soft match amounts have been reflected in the soft match discussion in the introduction section of the document, Page 13, and in the summary budget tables.

		discussion in the Introduction and the amounts in the Summary Budget Tables for any STBG Funds (such as SU – or other FHWA non-PL Funds) This remains at the sliding scale of 81.93:18.07. (Our Federal Highway partners indicated on 5/6/2020 that the soft match ratio for PL funds has not changed and should remain the same as the non-PL funds sliding scale ratio of 81.93:18.07.)	
Task 1.0	Critical	Please check bullet #12 under Required Activities on pg. 26. Please review and update as federal rulemaking activities on performance measures has already concluded.	Correct. This activity has been completed. The language has been removed.
Task 3.0	Critical	What is the completion date for the Fare interoperability and mobile ticketing project? It was not clear.	The completion date of March 2022 has been added.
Task 3.0	Critical	There appears to be regional shared activities listed the task and funds included in the individual Task Budget Tables and the UPWP Financial Tables that will be transferred to another entity. If the MPO will be contributing any federal funds to another MPO or entity for regional coordination work and end products (or the MPO is receiving federal funds from other MPOs or entities for the same or any purpose), those funds and activities must be reflected in the all the participating MPOs' UPWPs consistently. Please coordinate with the District and FHWA to ensure the proper format to reflect these funds are being used, as some should be included in the total PL funds being requested and in other circumstances those funds should not be included. Please also provide the FHWA with a copy of any Memorandum of Understandings (MOUs) for these types of activities.	Understood. The MPO will coordinate with the District and FHWA to ensure the transfer of funds are reflected in the proper format and consistent with our neighbor MPOs. Individual Task Budget Table and UPWP Financial Tables will be updated accordingly. The Memorandum of Understandings for these activities will be provided to FHWA.

## **APPENDIX D**

### Florida Department of Transportation Comments

# Agency Comment Matrix

## BROWARD MPO FY 2020/21-2021/22 UPWP COMMENTS BY FDOT CENTRAL OFFICE AND DISTRICT 4

<b>MPO Name:</b>	<b>Draft/Final:</b>	<b>Reviewed by and Date:</b>
<b>Broward MPO</b>	<b>DRAFT</b>	<b>Michael Hicks 4/1/2020</b>

<b>A. COVER AND TITLE PAGE</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>	<b>Comment(s)</b>	<b>MPO Response(s)</b>
Includes CFDA Number?	X		Front	Include the proper title with the numbers	"CFDA" changed to "Catalog of Federal Domestic Assistance."
Includes Federal Aid Project Number (FAP)?	X		Front	Include the proper number 0058-058	FAP Number updated to 0058-058.
Includes FM Number (Work Program)?					FM Number included.
Name of MPO and Funding Agencies?	X		Front		
The correct fiscal years for the proposed UPWP are listed?	X		Front		
MPO physical, mailing, and website addresses; phone numbers	X		Front		
The Final UPWP includes an approved signature or MPO resolution and the date of MPO Board action?				N/A - DRAFT	
The Final UPWP includes the Cost Analysis Certification signed and dated by the Grant Manager (MPO Liaison)?				N/A - DRAFT	

<b>B. TABLE OF CONTENTS</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>	<b>Comment(s)</b>	<b>MPO Response(s)</b>
Introduction	X		i		
Organization and Management	X		i		
Work Program Task Sheets - includes the following sections:					
1. Administration	X		i		
2. Data Collection	X		ii		
3. Transportation Improvement Program	X		ii		
4. Long Range Transportation Plan		X		Include section, or reword section(s) to include name	Section 3.7.4 UPWP Work Elements of the of the MPO Program Management Handbook indicates that: "The Work Elements Section consists of descriptions of the major work products and tasks the MPO proposes to undertake. Several Work Element examples are provided below. These examples are not intended to be all-inclusive; an MPO may include additional elements or use different Element names." In this instance, the Broward MPO has used a different name consistent with federal regulations. The MPO's long range transportation plan is now referred to as the Metropolitan Transportation Plan in accordance with Title 23, U.S.C and 49 U.S.C. 53. Please see Task 3.0.
5. Special Project Planning		X		Include section, or reword section(s) to include name	Section 3.7.4 UPWP Work Elements of the of the MPO Program Management Handbook indicates that: "The Work Elements Section consists of descriptions of the major work products and tasks the MPO proposes to undertake. Several Work Element examples are provided below. These examples are not intended to be all-inclusive; an MPO may include additional elements or use different Element names." In addition, the sub-bullet indicates: "Special Project Planning. Tasks related to non-recurring planning projects or activities that do not fit easily into other categories, e.g., addressing a Federal TMA or FDOT certification finding." All MPO projects and efforts were easily grouped into common elements/categories/Tasks to ensure coordination and will be performed consistent with the MPO organizational structure. Therefore, this section is not needed.
6. Public Involvement		X		Include section, or reword section(s) to include name	The table of contents was mislabeled. The correct task name is "MPO Administration, Board/Committee Coordination and Public Participation/Outreach". Correction has been made.
Summary Budget - Table 1 - Agency Participation (broken out by year)	X		ii		
Summary Budget - Table 2 - Funding Source (broken out by year)	X		ii		
District Planning Activities	X		ii		
Statements and Assurances	X		ii		
FTA Grant Application (if included in UPWP)	X		ii	Mention of 5305(d) funds	



Each Task is consistent in number, wording, and references page numbers with each respective task sheet	X		i - ii		
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C. INTRODUCTION	Yes	No	Page #	Comment(s)	MPO Response(s)
Brief definition of the UPWP	X		8		
Current overview of the status of comprehensive transportation planning activities	X		10 - 12		
Discussion of local and regional planning priorities	X		12		
Planning tasks to be performed with funds under Title 23 and Title 49 Chapter 53 (Public Transportation)	X		13		
A description of the metropolitan transportation and transportation related air quality planning activities (if applicable) anticipated in the non-attainment area regardless of funding sources or agencies conducting air quality activities	X		13		
Discussion of soft match, including a definition and the amount (both as a total and the percent)	X		13		
Indirect Cost Rate (if applicable)	X		13		
Description of Public Involvement process used in development of UPWP	X		14		
Discussion of Planning Emphasis Areas	X		16 - 17		

D. ORGANIZATION AND MANGEMENT	Yes	No	Page #	Comment(s)	MPO Response(s)
Identification of participants and a brief description of their respective roles in the UPWP metropolitan area planning process	X		19 - 23		
Discussion of appropriate agreements:					
1. Standard Interlocal Agreement	X		23		
2. Metropolitan Planning Organization (MPO) Agreement	X		23	Add the following: expires and is replaced every 2 years	Added recommended language.
3. Joint Participation Agreement - FTA 5303 funds	X		23	Mention of 5305d funds	
4. ICAR Agreement	X		23		
5. Other agreements	X		23		
Identification and discussion of operational procedures and bylaws	X		23 - 24		

E. WORK PROGRAM TASK SHEETS	Yes	No	Page #	Comment(s)	MPO Response(s)
Each sheet should describe individual tasks, be in the same format, and include:					
1. Task number and title	X		26, 33, 39, 45, 53, and 57		
2. Purpose	X		26, 33, 39, 45, 53, and 57		
3. Previous work completed	X		27, 34, 40, 46, 53, and 57	Task 1.0 - Task 6.0 - add Fiscal Years/date completed to previous work. Only include items that were done in the 2018-2020 UPWP. Change titles to "Previous Work Completed". Task 3.0 - bullet 1 needs more explanation (the public needs to be able to easy understand what was done, not just a vague sentence). Task 5.0 - what is AOL (add to Acronyms)?	For all Tasks, Fiscal Years/dates completed have been added to previous work, included only items completed in the 2018-2020 UPWP and changed title to "Previous Work Completed". Task 3.0 -bullet 1 language has been updated and Task 5.0 AOL language has been changed/written out. Please note that the MPO Program Management Handbook Sample Task Work Sheets do not show that Fiscal Years and/or dates to be required for "Previous Work Completed" activities.

4. Required Activities - how task will be performed; who will perform the task	X		26-27, 33-34, 39, 45-46, 53, and 57	<b>***Required Activities need to be linked to the End Product(s). All tasks must list who will perform the task. All tasks must show the minimum level of service and the criteria for evaluating successful completion.</b> Task 1.0 - "as needed" and "as necessary" needs to be removed/reworded, as this is listed under the "Required Activities". Bullet 12, needs more information/clarification of exactly what is happening. All "other" must be clearly spelled out/described. Task 2.0 - "as needed" and "not limited to" needs to be removed/reworded, as this is listed under the "Required Activities". All "other" must be clearly spelled out/described. Task 3.0 - "not limited to" needs to be removed/reworded, as this is listed under the "Required Activities". Task 4.0 - what is TIGER (add to Acronyms)? "As necessary" needs to be removed/reworded, as this is listed under the "Required Activities". Task 6.0 - "As needed" and "other" needs to be removed/reworded, as this is listed under the "Required Activities".	Task 1.0 - "as needed" and "as necessary" has been removed under the "Required Activities". Bullet 12, language has been removed as this task is complete. All "other" has been spelled out/described. Task 2.0 - "as needed" and "not limited to" has been removed under the "Required Activities." All "other" has been spelled out/described. Task 3.0 - "not limited to" has been removed under the "Required Activities." Task 4.0 - the TIGER has been spelled out and added to the acronyms list. "As necessary" has been removed under the "Required Activities." Task 6.0 - "As needed" and "other" has been removed under the "Required Activities."
5. Responsible agency or agencies	X		27-28, 34, 40, 46, 53-54, and	<b>All agencies, including the MPO, need to be spelled out, with clear points of who the responsible agency(s) are (stating local, regional, and transportation partners does not suffice). There should be no abbreviated language.</b>	These sections have been updated to include a list of the MPO's major partners spelled out with no abbreviated language.
6. Proposed funding source(s) - tied into Table 2	X		29, 31, 35, 37, 41, 43, 47, 50, 55, 56, 59, and 60		
Schedule that adequately describes activities that will take place during the year, including: 1. Schedule of milestones or benchmarks; 2. End product(s); 3. Estimated completion date(s)		X	27-28, 34, 40, 46, 53-54, and 58	*Needs to include schedule of milestones. Completion dates need to have both month and year to each End Product; "Ongoing", "Monthly", "Quarterly", and "As Needed" does not suffice for the requirement. End product column needs to have one (1) item per completion (no double items).	This comment is somewhat inconsistent with the Federal Highway Administration comment whereas "monthly" and "quarterly" is acceptable. Consequently, where feasible and appropriate more detail regarding milestones have been provided. Please note that the MPO Program Management Handbook Sample Task Work Sheets shows End Product Completion dates as "Ongoing", "Monthly", "Quarterly", and "As Needed".
Proposed funding source(s) with anticipated costs by fiscal year and by budget line item (an Estimated Budget Detail )	X		29-32, 35-38, 41-44, 47-52, 55-56, and 59-60		

F. STATEMENTS AND ASSURANCES	Yes	No	Page #	Comment(s)	MPO Response(s)
DBE		X		Needs to be provided	Documents have been added.
Debarment and Suspension		X		Needs to be provided	Documents have been added.
Lobbying		X		Needs to be provided	Documents have been added.
Title VI Nondiscrimination Agreement		X		Needs to be provided	Documents have been added.
Appendix A		X		Needs to be provided	Documents have been added.
Appendix E		X		Needs to be provided	Documents have been added.
G. FTA SECTION 5305(D) APPLICATION (IF INCLUDED IN UPWP)	Yes	No	Page #	Comment(s)	MPO Response(s)

Certain FTA grants - Form 424		X		Needs to be provided	The Office of Modal Development provides the application documentation yearly, typically in the fall, with the final allocation. Documents will be included when completed. This will probably occur well after adoption.
Certain FTA Grants: FTA Certification / Assurances		X		Needs to be provided	The Office of Modal Development provides the application documentation yearly, typically in the fall, with the final allocation. Documents will be included when completed. This will probably occur well after adoption.
Affirmation of Applicant		X		Needs to be provided	The Office of Modal Development provides the application documentation yearly, typically in the fall, with the final allocation. Documents will be included when completed. This will probably occur well after adoption.
Affirmation of Applicant's Attorney		X		Needs to be provided	The Office of Modal Development provides the application documentation yearly, typically in the fall, with the final allocation. Documents will be included when completed. This will probably occur well after adoption.
Budget showing total funds by classifications	X		81 - 84		
Budget showing FTA funds only by classifications	X		81 - 84		
<b>H. TABLE 1: AGENCY PARTICIPATION</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>	<b>Comment(s)</b>	<b>MPO Response(s)</b>
Participating agencies identified with funding commitments	X		71 - 72		
Table includes only those District planning activities scheduled to occur within the MPO Boundaries	X		71 - 72		
Table shows the amount of funds set aside for work by consultants	X		71 - 72		
There is one table for Year 1 and one table for Year 2	X		71 - 72		
<b>I. TABLE 2: FUNDING SOURCE</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>	<b>Comment(s)</b>	<b>MPO Response(s)</b>
Proposed funding sources and budgeted funds are identified by task and subtask for each appropriate funding source, and are consistent with applicable Task Sheet	X		73-74	No sub-task listed, only tasks	This is a correct statement, there are no sub-tasks within this UPWP.
The Department's PL and FTA matching funds are shown separately	X		73-74		
Federal, state, and local contribution levels are provided by task and subtask	X		73-74	No sub-task listed, only tasks	This is a correct statement, there are no sub-tasks within this UPWP.
The total amounts shown in each task agree with the amounts shown in Table 1: Agency Participation	X		71-74		
There is one table for Year 1 and on table for Year 2	X		73 - 74		
<b>J. GENERAL</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>	<b>Comment(s)</b>	<b>MPO Response(s)</b>
The Final UPWP was received and endorsed or approved by the TAC, CAC, and the MPO prior to distribution				N/A - DRAFT	
Documentation of the endorsement or approvals (e.g., a MPO Resolution, meeting minutes, letter of authentication) are included				N/A - DRAFT	
Tasks or activities to correct or eliminate deficiencies noted in the previous federal and/or state certification reviews are identified in the UPWP				N/A - No corrective activity required from previous certifications, but there are recommendations from Federal Certification that the MPO should be working on.	Understood. The first three recommendations (Transit, Transit Interoperability and Title VI and Related Requirements) are addressed in Tasks 2.0, 3.0 and 1.0, respectively. The fourth recommendation (LRTP Scope) has already been addressed. The fifth/last recommendation (TIP) has been addressed and will continue to be addressed as noted in Task 5.0.
The annual audit is included as part of the Program Administration Task, and as a separate line item	X		26		
Equipment purchases are identified as part of a task		X			
Equipment rentals and leases are included by tasks	X		30 and 32	Please identify all rentals and leases	Equipment rentals and leases have been included in Task 1.0 financial tables with quantity.

Matrix that identifies how each task relates to the Planning Emphasis Areas and Planning Factors	X		16-17	Please label the Matrix on page 17. Please update, under Table of Contents, Section IV - E, as this is shown on page 16-17 and is confusing for wording on page 24, as it directs you to page 16-17.	The Matrix on page 17 has been labeled and Table of Contents has been updated. Please note that the MPO Program Management Handbook suggests separating the Planning Emphasis Areas discussion from the related Matrix into two different sections (Introduction and Organization and Management) which causes confusion. The MPO feels it best to keep the Planning Emphasis Areas discussion and Matrix together to eliminate the confusion. Changes have been made accordingly and the reference to the Planning Emphasis Areas in the Organization and Management section has been eliminated.
ADDITIONAL FDOT COMMENTS					MPO Response(s)
<p>1. The MPO recognized “the need for strong regional coordination to ensure the region’s transportation system functions seamlessly.” [Page 11] An important barrier to regional transit connectivity in Southeast Florida is the lack of a universal fare and transfer policy, and plan. This effort is not mentioned in the UPWP and the three MPOs should have a policy effort for this matter. Also, it is consistent with Task 3 Metropolitan, Regional, and Intermodal/Freight Planning [page 39] item, “Identify regionally significant projects aimed at enhancing safety, security, and system connectivity” [emphasis added with bold text].</p> <p>2. The State Planning Emphasis areas [page 16] – the State PEAs, it should be identified that these are based on and consistent with the Florida Transportation Plan.</p> <p>3. Task 4 Complete Streets, Transit Planning, and Congestion Management – I recommend that coordination language be added for the mobility hub activities [beginning on page 48] that identifies coordination with FDOT for future Express Bus park-and-ride facilities in support of expanded regional transit services and BCT park-and-ride facilities identified in their TDP or corridor studies.</p> <p>Elaborate on the Bicycle Level of Service (BLOS). The acronym for BLOS but I didn’t see it mentioned or described in the document.</p>					<p>1. Language has been added to Required Activities and Work Products for Task 3.0.</p> <p>2. The recommended language has been added on page 16.</p> <p>3. Language has been added to Task 4.0.</p> <p>Removed BLOS from the list of acronyms.</p>
The UPWPs should match the existing programming in the work program and not be exceeding it.					The latest figures from the work program were not received until after the Draft UPWP was submitted for review and comments. The figures have since been updated.
<p>Updated/new data and urbanized areas (UZAs) will become available through the 2020 U.S. Census. It may or may not take two years, as it did after the 2000 and 2010 censuses, for release of the UZAs delineated based on census results. If past practice holds, activity of interest to MPOs will precede release of the UZAs (e.g., promulgation of federal regulations governing criteria to be used in delineating UZAs). Suggest including a census-related activity, such as the following, in the UPWP:</p> <p>Monitor and prepare for the release of 2020 U.S. Census results, including in anticipation of participating in the post-census redesignation/reaffirmation process for metropolitan planning organizations conducted under state law (Section 339.175, Florida Statutes).</p>					Language has been added to Task 2.0, Required Activities. The suggested language has been included in Task 2.0 alongside an existing activity to obtain and analyze Census data for demographic changes that impact traffic operations, demand for transportation services and traffic projections.
<p>Page 10, 3.0 Metropolitan, Regional and Intermodal/Freight Planning, fourth sentence in second paragraph: It is unclear how the statement on less public money for transportation projects comports with the transportation surtax passed in Broward County as Commitment 2045 was being developed.</p> <p>Page 22, Other Boards, third paragraph: Suggest rewording the first sentence: “In May 2013, the MPOs of Broward, Miami-Dade, and Palm Beach Counties MPOs, serving the Miami Urbanized Area/Transportation Management Area, jointly concurred that the three MPOs remain individually re-designated.”</p> <p>Pages 26-28, Task 1.0 UPWP and Organization and Administration: Would expand the task title to reflect its inclusion of public participation. Under Required Activities and Completion Date/Work Product, would clarify that the task covers development of the FY 22/23-23/24 UPWP as well as maintenance of and amendments/modifications to the FY 20/21 – FY 21/22 UPWP. Also, would add an evaluation(s) of the effectiveness of the MPO’s PPP.</p> <p>Pages 33-34, Task 2.0 Data Collection and Analysis: Under Purpose, suggest this change given the evolving body of data and tools: “To maintain on-going surveillance and data collection programs...to analyze the impacts of changing land use, and transportation, and other conditions.” Suggest adding required activities and possibly work products focused on developing/using data and tools relating vulnerability/resilience of transportation and other (e.g., stormwater management) infrastructure and promoting informed and well-coordinated use of data by multiple partners.</p> <p>Pages 39, Task 3.0 Metropolitan, Regional and Intermodal/Freight Planning, Required Activities: In the seventh bullet, suggest adding resilience. The thirteen bullet covers development of the 2045 Southeast Florida Regional Freight Plan as an element of the 2045 Regional Transportation Plan (RTP) to be approved in/by December 2020. Does the general sixth bullet cover continued work on the 2045 RTP prior to approval and efforts to promote implementation of the plan after approval (including any RTP amendments)? Add a bullet providing for MPO participation in the update of the Florida Transportation Plan (FTP) scheduled to conclude in December 2020 and FTP implementation, also planning</p>					<p>Page 10: Language has been updated.</p> <p>Page 22: The suggested additional language has been included.</p> <p>Pages 26-28: The task was mislabeled and now reads: MPO Administration, Board/Committee Coordination and Public Participation/Outreach". Language has been included and/or updated, as appropriate, for the UPWP and PPP.</p> <p>Pages 33-34: Added new language to Purpose and suggested language to Required Activities.</p> <p>Page 39: Suggested language has been incorporated into Task 3.0 as appropriate. The answer to the question is "Yes, as well as any other regional efforts or requirements." A bullet for the FTP and Strategic Intermodal System has been added.</p> <p>Page 45: Suggested language has been added.</p>

and implementation efforts for the Strategic Intermodal System.

Page 62-63: Thank you for the comment.

Page 45, Task 4.0 Complete Streets, Transit Planning and Congestion Management, Required Activities: Consider adding an activity to participate in efforts with partners to advance performance metrics to match efforts to make more travel options viable for more people.

Pages 62-63, Business Plan: Including a five-year forecasting of funding in the UPWP remains a best practice.