



FLORIDA DEPARTMENT OF TRANSPORTATION

UPWP Revision FormMPO: **Broward MPO**Revision Number: **1**

Reason: **Broward, Miami-Dade, and Palm Beach MPOs are modifying their UPWPs to accurately reflect the transfer of funds for the Cooperative SE Florida Regional Tasks. This modification moves the shared regional activities from tasks 2.0 & 3.0 to task 6.0 named Regional Transportation Model & Data. A new task 9.0 named Broward County and Municipal Services will house the original content in task 6.0.**

Fiscal Year: **2020-2021**Part of De-Ob: **No**Fund: **FHWA - SU**Form: **1** of: **7****FUNDING CHANGES**Revision Type: **MODIFICATION**

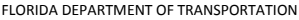
Task #	Task Name	Original \$	Proposed \$	difference
2.0	Data Collection and Analysis	\$ 245,630	\$ 233,130	(\$12,500)
3.0	Metropolitan and Intermodal/Freight Planning	\$ 810,591	\$ 725,591	(\$85,000)
6.0	Regional Transportation Model and Data	\$ -	\$ 97,500	\$97,500
TOTAL FUNDING CHANGE		\$ 1,056,221	\$ 1,056,221	\$0
UPWP Fiscal Year 2020-2021 FHWA - SU Total Budget		\$ 4,323,975	\$ 4,323,975	\$0

REQUIRED DOCUMENTATION: MODIFICATION

- Original & Proposed: Task Pages (including task budget tables), Fund Summary Budget Table, Agency Participation Budget Table • Signed Cost Certification

APPROVALS

FDOT	Reviewer:	Date:	Action:
	Comments:		
FHWA	Reviewer:	Date:	Action:
	Comments:		
FTA	Reviewer:	Date:	Action:
	Comments:		



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Fiscal Year:	2021-2022	Part of De-Ob:	No
		Fund:	FHWA - SU
		Form:	2
		of:	7

Revision Type: **MODIFICATION**

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Fiscal Year: **2020-2021**Part of De-Ob: **No**Fund: **State Funds**Form: **3** of: **7****FUNDING CHANGES**Revision Type: **MODIFICATION**

Task #	Task Name	Original \$	Proposed \$	difference
6.0	Regional Transportation Model and Data	\$ -	\$ 75,000	\$75,000
TOTAL FUNDING CHANGE		\$ -	\$ 75,000	\$75,000
UPWP Fiscal Year 2020-2021 State Funds Total Budget		\$ -	\$ 75,000	\$75,000

REQUIRED DOCUMENTATION: MODIFICATION

- Original & Proposed: Task Pages (including task budget tables), Fund Summary Budget Table, Agency Participation Budget Table • Signed Cost Certification

APPROVALS

FDOT	Reviewer:	Date:	Action:
	Comments:		
FHWA	Reviewer:	Date:	Action:
	Comments:		
FTA	Reviewer:	Date:	Action:
	Comments:		



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Fiscal Year: **2021-2022**Part of De-Ob: **No**Fund: **State Funds**Form: **4** of: **7****FUNDING CHANGES**Revision Type: **MODIFICATION**

Task #	Task Name	Original \$	Proposed \$	difference
6.0	Regional Transportation Model and Data	\$ -	\$ 75,000	\$75,000
TOTAL FUNDING CHANGE		\$ -	\$ 75,000	\$75,000
UPWP Fiscal Year 2021-2022 State Funds Total Budget		\$ -	\$ 75,000	\$75,000

REQUIRED DOCUMENTATION: MODIFICATION

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APPROVALS

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FHWA	Reviewer:	Date:	Action:
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Fiscal Year: **2020-2021**Part of De-Ob: **No**Fund: **Local Funds**Form: **5** of: **7****FUNDING CHANGES**Revision Type: **MODIFICATION**

Task #	Task Name	Original \$	Proposed \$	difference
2.0	Data Collection and Analysis	\$ 125,000	\$ -	(\$125,000)
6.0	Regional Transportation Model and Data	\$ -	\$ 62,500	\$62,500
7.0	Broward County and Municipal Services	\$ 1,963,605	\$ -	(\$1,963,605)
9.0	Broward County and Municipal Services	\$ -	\$ 1,380,944	\$1,380,944
1.0	MPO Administration, Board/Committee Coordination	\$ -	\$ 582,661	\$582,661
TOTAL FUNDING CHANGE		\$ 2,088,605	\$ 2,026,105	(\$62,500)
UPWP Fiscal Year 2020-2021 Local Funds Total Budget		\$ 2,088,605	\$ 2,026,105	(\$62,500)

REQUIRED DOCUMENTATION: MODIFICATION

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APPROVALS

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Fiscal Year: **2021-2022**Part of De-Ob: **No**Fund: **Local Funds**Form: **6** of: **7****FUNDING CHANGES**Revision Type: **MODIFICATION**

Task #	Task Name	Original \$	Proposed \$	difference
2.0	Data Collection and Analysis	\$ 125,000	\$ -	(\$125,000)
6.0	Regional Transportation Model and Data	\$ -	\$ 62,500	\$62,500
7.0	Broward County and Municipal Services	\$ 1,306,960	\$ -	(\$1,306,960)
9.0	Broward County and Municipal Services	\$ -	\$ 1,306,960	\$1,306,960
TOTAL FUNDING CHANGE		\$ 1,431,960	\$ 1,369,460	(\$62,500)
UPWP Fiscal Year 2021-2022 Local Funds Total Budget		\$ 1,431,960	\$ 1,369,460	(\$62,500)

REQUIRED DOCUMENTATION: MODIFICATION

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Fiscal Year:	2020-2021	Part of De-Ob:	No
		Fund:	FTA - 5307
		Form:	7
		of:	7

Revision Type: **MODIFICATION**

REQUIRED DOCUMENTATION: MODIFICATION

- Original & Proposed: Task Pages (including task budget tables), Fund Summary Budget Table, Agency Participation Budget Table • Signed Cost Certification

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	Comments:		
FHWA	Reviewer:	Date:	Action:
	Comments:		
FTA	Reviewer:	Date:	Action:
	Comments:		

**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.

<u>Completion Date:</u>	<u>Previous Work Completed</u>
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.

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

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	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 5305d	FDOT 5305d Match	FTA 5307	Trans. Disad.	Local	Total
A. Personnel Services								
Salary & Fringe	1,084,933	230,837	882,309	110,289	39,685	57,275	-	2,405,328
B. Consultant Services								
DBE, EJ & Title VI Plans & Prog (carryover activity)	-	9,305	-	-	-	-	-	9,305
Special Projects	-	100,000	-	-	-	-	-	100,000
Speak Up Broward Phase II (carryover activity)	-	-	-	-	197,140	-	-	197,140
Speak Up Broward Phase III	-	260,000	-	-	-	-	-	260,000
Strategic Business Plan	-	160,000	-	-	-	-	-	160,000
Procurement Enhancements	-	15,000	-	-	-	-	-	15,000
ERP Enhancements	-	15,000	-	-	-	-	-	15,000
Staff/Mgmt Retreats (carryover activity)	-	45,000	-	-	-	-	-	45,000
Subtotal:	-	604,305	-	-	197,140	-	-	801,445
C. Travel								
Travel & Mileage	-	-	75,556	9,444	-	-	-	85,000
Subtotal:	-	-	75,556	9,444	-	-	-	85,000
D. Other Direct Expenses								
Occupancy	-	611,072	106,667	13,333	-	-	-	731,072
Operations and Maintenance	-	895,283	27,556	3,444	-	2,500	-	928,783
Subtotal:	-	1,506,355	134,223	16,777	-	2,500	-	1,659,855
E. Local								
MPO (Reserves)	-	-	-	-	-	-	582,661	582,661
Subtotal:	-	-	-	-	-	-	582,661	582,661
Total:	1,084,933	2,341,497	1,092,088	136,510	236,826	59,775	582,661	5,534,290

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.
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Special Projects	MPO Board-approved/directed special projects to address immediate needs/conditions.
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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.
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Procurement Enhancements	Development of a Contract Management System for Procurement.
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ERP Enhancements	Enhancements to BS&A, the agency's ERP System.
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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.
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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.
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Operations and Maintenance	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.
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The MPO utilizes the following rentals/leases: Konica Minolta Copiers (2), Pitney Bowes DM100 Mailing System (1), AT&T Router (1), Mitel phones (42) & Mitel conference phones (4).

Task 1.0 Estimated Budget Detail for FY 21-22								
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305d	FDOT 5305d Match	FTA 5307	Trans. Disad.	Local	Total
A. Personnel Services								
Salary & Fringe	964,434	1,167,472	360,957	45,120	-	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)	-	-	-	-	-	-	-	-
Subtotal:	-	440,000	-	-	-	-	-	440,000
C. Travel								
Travel & Mileage	-	-	75,556	9,444	-	-	-	85,000
Subtotal:	-	-	75,556	9,444	-	-	-	85,000
D. Other Direct Expenses								
Occupancy	427,000	340,794	-	-	-	-	-	767,794
Operations and Maintenance	-	975,698	27,556	3,444	-	2,500	-	1,009,198
Subtotal:	427,000	1,316,492	27,556	3,444	-	2,500	-	1,776,992
E. Local								
MPO (Reserves)	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
Total:	1,391,434	2,923,964	464,069	58,008	-	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.
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Special Projects	MPO Board-approved/directed special projects to address immediate needs/conditions.
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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.
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Procurement Enhancements	Development of a Contract Management System for procurement.
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ERP Enhancements	Enhancements to BS&A, the agency's ERP System.
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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.
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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.
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Operations and Maintenance	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.
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**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, 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.
- Acquire big data (such as Origin/Destination, travel time, travel speed, and travel volumes) to support the validation and calibration of the regional model to support the metropolitan transportation planning process.
- 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.

<u>Completion Date:</u>	<u>Previous Work Completed</u>
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.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
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.	
Fall 2020	Acquire big data (such as Origin/Destination, travel time, travel speed, and travel volumes) to support the validation and calibration of the regional model to support the metropolitan transportation planning process.	
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

Task 2.0 Estimated Budget Detail for FY 20-21							
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305d	FDOT 5305d Match	FTA 5307	Local	Total
A. Personnel Services							
Salary & Fringe	71,374	10,630	62,093	7,762	-	-	151,859
B. Consultant Services							
Multimodal Data Collection Program (carryover activity)	-	110,000	-	-	140,000	-	250,000
CMP and Performance Measures Data Needs	-	100,000	-	-	-	-	100,000
Regional Origin/Destination "Big Data" Travel Data	-	25,000	-	-	-	125,000	150,000
Subtotal:	-	235,000	-	-	140,000	125,000	500,000
C. Travel							
-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
D. Other Direct Expenses							
-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
Total:	71,374	245,630	62,093	7,762	140,000	125,000	651,859

A. Personnel Services

Salary & Fringe

MPO Employee Gross Salaries & Fringe Benefits

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; data gathering; Data Analytic Service (DAS) - beta & final versions; and Data Analytics Service (DAS) maintenance, technical support & hosting, including manual.

Regional Origin/Destination "Big Data" Travel 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, 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 (\$30,000), Palm Beach TPA (\$20,000) and FDOT D4 & D6 (\$75,000).

C. Travel

-

D. Other Direct Expenses

-

Task 2.0							
Estimated Budget Detail for FY 21-22							
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305d	FDOT 5305d Match	FTA 5307	Local	Total
A. Personnel Services							
Salary & Fringe	58,646	74,496	22,543	2,818	-	-	158,503
B. Consultant Services							
Multimodal Data Collection Program (carryover activity)	-	50,000	-	-	-	-	50,000
CMP and Performance Measures Data Needs	-	100,000	-	-	-	-	100,000
Regional Origin/Destination "Big Data" Travel Data	-	25,000	-	-	-	125,000	150,000
Subtotal:	-	175,000	-	-	-	125,000	300,000
C. Travel							
-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
D. Other Direct Expenses							
-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
Total:	58,646	249,496	22,543	2,818	-	125,000	458,503

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.
Regional Origin/Destination "Big Data" Travel 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, 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 (\$30,000), Palm Beach TPA (\$20,000) and FDOT D4 & D6 (\$75,000).

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.
- Coordinate with Palm Beach and Miami-Dade MPOs on regional Performance Measures, ACES, and Resilience.
- Utilize big data (such as Origin/Destination, travel time, travel speed, and travel volumes) to support the validation and calibration of the regional model to support the metropolitan transportation planning process.
- 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.

<u>Completion Date:</u>	<u>Previous Work Completed</u>
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.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
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	Conduct coordination and maintenance of South East Regional Planning Model (SERPM) updates.	
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.	
Monthly thru June 2022	Utilize big data (such as Origin/Destination, travel time, travel speed, and travel volumes) to support the validation and calibration of the regional model to support the metropolitan transportation planning process.	

Financial

Task 3.0 Estimated Budget Detail for FY 20-21							
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305d	FTA 5305d Match	FTA 5307	Trans. Disad.	Total
A. Personnel Services							
Salary & Fringe	132,357	100,591	28,236	3,530	82,788	-	347,502
B. Consultant Services							
One-Way Pair	-	200,000	-	-	-	-	200,000
SERPM Model Development	-	85,000	-	-	-	-	85,000
SERPM Model Maintenance	-	-	-	-	-	-	-
MTP Amendment Support	-	25,000	-	-	-	-	25,000
MTP Resiliency Studies	-	100,000	-	-	-	-	100,000
MTP Safety Studies (Off-System)	-	100,000	-	-	-	-	100,000
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:	-	710,000	-	-	-	-	710,000
C. Travel							
-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
D. Other Direct Expenses							
-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
Total:	132,357	810,591	28,236	3,530	82,788	-	1,057,502

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).
SERPM 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.
SERPM 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, through 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.
MTP Amendment Support	Support for 2045 MTP amendments.
MTP Resiliency Studies	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.
MTP Safety Studies (Off-System)	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.
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

-

Task 3.0							
Estimated Budget Detail for FY 21-22							
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305d	FTA 5305d Match	FTA 5307	Trans. Disad.	Total
A. Personnel Services							
Salary & Fringe	100,073	127,119	38,467	4,808	107,651	-	378,118
B. Consultant Services							
One-Way Pair	-	-	-	-	-	-	-
SERPM Model Development	-	85,000	-	-	-	-	85,000
SERPM Model Maintenance	-	8,500	-	-	-	-	8,500
MTP Amendment Support	-	25,000	-	-	-	-	25,000
MTP Resiliency Studies	-	50,000	-	-	-	-	50,000
MTP Safety Studies (Off-	-	100,000	-	-	-	-	100,000
Regional Trans. Plan Activities	-	-	-	-	-	-	-
MPOAC Freight Committee	-	50,000	-	-	-	-	50,000
Center Turn Overpass	-	50,000	-	-	-	-	50,000
Subtotal:	-	368,500	-	-	-	-	368,500
C. Travel							
-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
D. Other Direct Expenses							
-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
Total:	100,073	495,619	38,467	4,808	107,651	-	746,618

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).
SERPM 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.
SERPM 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, through 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.
MTP Amendment Support	Support for 2045 MTP amendments.
MTP Resiliency Studies	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.
MTP Safety Studies (Off-System)	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.
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)
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 6.0: 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 2020	Participated in multiple outreach and information gathering meetings related the City of Fort Lauderdale planning services.

Dec 2018 & 2019	Adopted federal and state legislative priorities annually and worked with advocacy consultants to promote priorities in Washington and Tallahassee.	
<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
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.	

Financial

Task 6.0 Estimated Budget Detail for FY 20-21							
Budget Category and Description	Local Contribution	Surtax Services	Ft. Laud Services				Total
A. Personnel Services							
Salary & Fringe	23,504	349,431	539,490	-	-	-	912,425
B. Consultant Services							
GIS Analysis Tool	-	115,954	-	-	-	-	115,954
Subtotal:	-	115,954	-	-	-	-	115,954
C. Travel							
Travel & Mileage	11,000	-	-	-	-	-	11,000
Subtotal:	11,000	-	-	-	-	-	11,000
D. Other Direct Expenses							
Occupancy	-	-	-	-	-	-	-
Operations and Maintenance	161,000	76,111	104,454	-	-	-	341,565
Subtotal:	161,000	76,111	104,454	-	-	-	341,565
Total:	195,504	541,496	643,945	-	-	-	1,380,944

Task 6.0	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 6.0 Estimated Budget Detail for FY 21-22							
Budget Category and Description	Local Contribution	Surtax Services	Ft. Laud Services				Total
A. Personnel Services							
Salary & Fringe	24,606	365,039	564,601	-	-	-	954,246
B. Consultant Services							
GIS Analysis Tool	-	12,884	-	-	-	-	12,884
Subtotal:	-	12,884	-	-	-	-	12,884
C. Travel							
Travel & Mileage	11,000	-	-	-	-	-	11,000
Subtotal:	11,000	-	-	-	-	-	11,000
D. Other Direct Expenses							
Occupancy	-	-	-				-
Operations and Maintenance	161,000	71,053	96,776	-	-	-	328,829
Subtotal:	161,000	71,053	96,776	-	-	-	328,829
Total:	196,606	448,976	661,378	-	-	-	1,306,959

Task 6.0	Budget Category Description Detail
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A. Personnel Services

Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
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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.
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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	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.

Current

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

TASK	DESCRIPTION	FHWA	FTA	FDOT		CTD	LOCAL				TOTAL	CONSULTANT
				Soft Match*	Cash Match		Soft Match**	MPO	ADVOCACY	SVCS	MINUS SOFT MATCH	AMOUNT
GRANT												
1.0	MPO Administration, Board/Committee Coordination and Public Participation/Outreach	3,426,430	1,328,913	755,713	136,511	59,775	136,511	-	-	-	4,951,629	2,421,445
2.0	Data Collection and Analysis	317,004	62,093	69,917	7,762	-	7,762	125,000	-	-	511,859	235,000
3.0	Metropolitan and Intermodal/Freight Planning	942,948	111,024	207,971	3,530	-	3,530	-	-	-	1,057,501	710,000
4.0	Complete Streets, Transit Planning and Congestion Management	1,314,443	1,568,930	289,906	25,770	-	25,770	-	-	-	2,909,143	902,038
5.0	Transportation Improvement Program	209,727	101,980	46,256	12,748	-	12,748	-	-	-	324,455	95,000
6.0	Regional Transportation Planning			-			-					
LOCAL/NON-GRANT												
7.0	Reserves	-	-	-	-	-	-	582,661	-	-	582,661	-
7.0	Local Contribution	-	-	-	-	-	-	-	195,504		195,504	-
7.0	Services to Other Entities	-	-	-	-	-	-	-	-	1,185,440	1,185,440	115,954
	TOTALS	6,210,552	3,172,939	1,369,763	186,319	59,775	186,319	707,661	195,504	1,185,440	11,718,191	4,479,438

*FDOT Non-Cash Match

Current

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

TASK	DESCRIPTION	FHWA	FTA	FDOT		CTD	LOCAL				TOTAL	CONSULTANT
				Soft Match*	Cash Match		Soft Match**	MPO	ADVOCACY	SVCS	MINUS SOFT MATCH	AMOUNT
GRANT												
1.0	MPO Administration, Board/Committee Coordination and Public Participation/Outreach	4,315,398	464,068	951,780	58,009	59,775	58,009	-	-	-	4,897,249	1,363,500
2.0	Data Collection and Analysis	308,142	22,543	67,962	2,818	-	2,818	125,000	-	-	458,503	175,000
3.0	Metropolitan and Intermodal/Freight Planning	595,692	146,118	131,383	4,808	-	4,808	-	-	-	746,619	368,500
4.0	Complete Streets, Transit Planning and Congestion Management	1,242,105	517,911	273,951	18,669	-	18,669	-	-	-	1,778,685	360,000
5.0	Transportation Improvement Program	223,504	31,922	49,295	3,990	-	3,990	-	-	-	259,416	20,000
6.0	Regional Transportation Planning			-		-	-	-	-	-	-	-
LOCAL/NON-GRANT												
7.0	Reserves	-	-	-	-	-	-	-	-	-	-	-
7.0	Local Contribution	-	-	-	-	-	-	196,606	-	-	196,606	-
7.0	Services to Other Entities	-	-	-	-	-	-	-	-	1,110,354	1,110,354	96,776
	TOTALS	6,684,841	1,182,563	1,474,371	88,294	59,775	88,294	125,000	196,606	1,110,354	9,447,431	2,383,776

*FDOT Non-Cash Match

Current

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

		FHWA		FTA	FTA	FDOT			CTD	LOCAL			
TASK	DESCRIPTION	PL	SU/STP	5307	5305D	PL	SU/STP	5305D		5305d	MPO	ADVOCACY	SVCS
						Soft Match	Soft Match	Cash Match		Soft Match			
GRANT													
1.0	MPO Administration, Board/Committee Coordination and Public	1,084,933	2,341,497	236,826	1,092,087	239,286	516,427	136,511	59,775	136,511	-	-	-
2.0	Data Collection and Analysis	71,374	245,630	-	62,093	15,742	54,175	7,762	-	7,762	125,000	-	-
3.0	Metropolitan and Intermodal/Freight Planning	132,357	810,591	82,788	28,236	29,192	178,779	3,530	-	3,530	-	-	-
4.0	Complete Streets, Transit Planning and Congestion Management	483,186	831,257	1,362,771	206,159	106,569	183,337	25,770	-	25,770	-	-	-
5.0	Transportation Improvement Program	114,727	95,000	-	101,980	25,303	20,953	12,748	-	12,748	-	-	-
6.0	Regional Transportation Planning					-	-	-	-	-	-	-	-
LOCAL/NON-GRANT													
7.0	Reserves	-	-	-	-	-	-	-	-	-	582,661	-	-
7.0	Local Contribution	-	-	-	-	-	-	-	-	-	-	195,504	
7.0	Services to Other Entities	-	-	-	-	-	-	-	-	-	-	-	1,185,440

Current

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

TASK	DESCRIPTION	FHWA		FTA	FTA	FDOT			CTD	LOCAL			
		PL	SU/STP	5307	5305D	PL	SU/STP	5305D		5305d	MPO	ADVOCACY	SVCS
						Soft Match	Soft Match	Cash Match		Soft Match			
GRANT													
1.0	MPO Administration, Board/Committee Coordination and Public	1,391,434	2,923,964	-	464,068	306,887	644,893	58,009	59,775	58,009	-	-	-
2.0	Data Collection and Analysis	58,646	249,496	-	22,543	12,935	55,027	2,818	-	2,818	125,000	-	-
3.0	Metropolitan and Intermodal/Freight Planning	100,073	495,619	107,651	38,467	22,072	109,311	4,808	-	4,808	-	-	-
4.0	Complete Streets, Transit Planning and Congestion Management	388,546	853,559	368,560	149,351	85,695	188,256	18,669	-	18,669	-	-	-
5.0	Transportation Improvement Program	88,584	134,920	-	31,922	19,538	29,757	3,990	-	3,990	-	-	-
6.0	Regional Transportation Planning				-	-	-	-	-	-	-	-	-
LOCAL/NON-GRANT													
7.0	Reserves	-	-	-	-	-	-	-	-	-	-	-	-
7.0	Local Contribution	-	-	-	-	-	-	-	-	-	-	196,606	-
7.0	Services to Other Entities	-	-	-	-	-	-	-	-	-	-	-	1,110,354

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.

<u>Completion Date:</u>	<u>Previous Work Completed</u>
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.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
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	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 5305d	FDOT 5305d Match	FTA 5307	Trans. Disad.	Local	Total
A. Personnel Services								
Salary & Fringe	1,084,933	230,837	882,309	110,289	39,685	57,275	-	2,405,328
B. Consultant Services								
DBE, EJ & Title VI Plans & Prog (carryover activity)	-	9,305	-	-	-	-	-	9,305
Special Projects	-	70,000	-	-	-	-	-	70,000
Speak Up Broward Phase II (carryover activity)	-	-	-	-	197,140	-	-	197,140
Speak Up Broward Phase III	-	260,000	-	-	-	-	-	260,000
Strategic Business Plan	-	160,000	-	-	-	-	-	160,000
Procurement Enhancements	-	15,000	-	-	-	-	-	15,000
ERP Enhancements	-	15,000	-	-	-	-	-	15,000
Staff/Mgmt Retreats (carryover activity)	-	45,000	-	-	-	-	-	45,000
Finance Consulting Svcs	-	30,000	-	-	-	-	-	30,000
Subtotal:	-	604,305	-	-	197,140	-	-	801,445
C. Travel								
Travel & Mileage	-	-	75,556	9,444	-	-	-	85,000
Subtotal:	-	-	75,556	9,444	-	-	-	85,000
D. Other Direct Expenses								
Occupancy	-	611,072	106,667	13,333	-	-	-	731,072
Operations and Maintenance	-	895,283	27,556	3,444	-	2,500	-	928,783
Subtotal:	-	1,506,355	134,223	16,777	-	2,500	-	1,659,855
E. Local								
MPO (Reserves)	-	-	-	-	-	-	582,661	582,661
Subtotal:	-	-	-	-	-	-	582,661	582,661
Total:	1,084,933	2,341,497	1,092,088	136,510	236,826	59,775	582,661	5,534,290

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

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

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.
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&T Router (1), Mitel phones (42) & Mitel conference phones (4).</p>

Task 1.0 Estimated Budget Detail for FY 21-22								
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305d	FDOT 5305d Match	FTA 5307	Trans. Disad.	Local	Total
A. Personnel Services								
Salary & Fringe	964,434	1,167,472	360,957	45,120	-	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	-	-	75,556	9,444	-	-	-	85,000
Subtotal:	-	-	75,556	9,444	-	-	-	85,000
D. Other Direct Expenses								
Occupancy	427,000	340,794	-	-	-	-	-	767,794
Operations and Maintenance	-	975,698	27,556	3,444	-	2,500	-	1,009,198
Subtotal:	427,000	1,316,492	27,556	3,444	-	2,500	-	1,776,992
E. Local								
MPO (Reserves)	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-
Total:	1,391,434	2,923,964	464,069	58,008	-	59,775	-	4,897,250

Task 1.0 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

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.
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&T Router (1), Mitel phones (42) & 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.

<u>Completion Date:</u>	<u>Previous Work Completed</u>
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.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
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

Task 2.0 Estimated Budget Detail for FY 20-21							
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305d	FDOT 5305d Match	FTA 5307	Local	Total
A. Personnel Services							
Salary & Fringe	71,374	23,130	62,093	7,762	-	-	164,359
B. Consultant Services							
Multimodal Data Collection Program (carryover activity)	-	110,000	-	-	140,000	-	250,000
CMP and Performance Measures Data Needs	-	100,000	-	-	-	-	100,000
-	-	-	-	-	-	-	-
Subtotal:	-	210,000	-	-	140,000	-	350,000
C. Travel							
-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
D. Other Direct Expenses							
-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
Total:	71,374	233,130	62,093	7,762	140,000	-	514,359

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.

C. Travel

D. Other Direct Expenses

Task 2.0							
Estimated Budget Detail for FY 21-22							
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305d	FDOT 5305d Match	FTA 5307	Local	Total
A. Personnel Services							
Salary & Fringe	58,646	86,996	22,543	2,818	-	-	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	22,543	2,818	-	-	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.

C. Travel**D. Other Direct Expenses**

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.
-

<u>Completion Date:</u>	<u>Previous Work Completed</u>
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.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
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 5305d	FTA 5305d Match	FTA 5307	Local	Total
A. Personnel Services							
Salary & Fringe	132,357	100,591	28,236	3,530	82,788	-	347,502
B. Consultant Services							
One-Way Pair	-	200,000	-	-	-	-	200,000
MTP Amendment Support	-	25,000	-	-	-	-	25,000
MTP Resiliency Studies	-	100,000	-	-	-	-	100,000
MTP Safety Studies (Off-System)	-	100,000	-	-	-	-	100,000
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:	-	625,000	-	-	-	-	625,000
C. Travel							
-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
D. Other Direct Expenses							
-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
Total:	132,357	725,591	28,236	3,530	82,788	-	972,502

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	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.
MTP Safety Studies (Off-System)	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.
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

-

D. Other Direct Expenses

-

Task 3.0							
Estimated Budget Detail for FY 21-22							
Budget Category and Description	FHWA PL	FHWA SU	FTA 5305d	FTA 5305d Match	FTA 5307	Local	Total
A. Personnel Services							
Salary & Fringe	100,073	127,119	38,467	4,808	107,651	-	378,118
B. Consultant Services							
One-Way Pair	-	-	-	-	-	-	-
MTP Amendment Support	-	25,000	-	-	-	-	25,000
MTP Resiliency Studies	-	50,000	-	-	-	-	50,000
MTP Safety Studies (Off-	-	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	38,467	4,808	107,651	-	653,118

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	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.
MTP Safety Studies (Off-System)	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.
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)
Center Turn Overpass	Center Turn Overpass designs and studies at Oakland Park Boulevard/State Road 7 and Atlantic Boulevard/Powerline Road.

C. Travel

-

D. Other Direct Expenses

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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 5305d	FTA 5305d Match	STATE* Partner transfers to Broward MPO	LOCAL/SU/PL* Partner transfers to Broward MPO	Total
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
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
A. SERPM Model Maintenance (SERPM 8.0) - Lead Agency FDOT D4							
FDOT D4	-	-	-	-	-	-	-
FDOT D6	-	-	-	-	-	-	-
Broward MPO	-	-	-	-	-	-	-
Miami-Dade TPO	-	-	-	-	-	-	-
Palm Beach TPA	-	-	-	-	-	-	-
Total:	-	-	-	-	-	-	-
B. SERPM 9.0 Model Development - Lead Agency Miami-Dade TPO							
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
Total:	-	150,000	80,000	10,000	250,000	10,000	500,000
C. Regional Transportation Model Big Data - Lead Agency: Broward MPO							
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
Total:	24,000	32,500	-	-	75,000	18,500	150,000

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.

Task 6.0 Estimated Budget Detail for FY 21-22							
Budget Category and Description	FHWA PL	FHWA SU*	FTA 5305d	FTA 5305d Match	STATE* Partner transfers to Broward MPO	LOCAL/SU/PL* Partner transfers to Broward MPO	Total
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	150,000
Subtotal:	-	106,000	-	-	75,000	62,500	243,500
C. Travel							
Travel & Mileage	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
D. Other Direct Expenses							
Occupancy	-	-	-	-	-	-	-
Operations and Maintenance	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-
Total:	-	106,000	-	-	75,000	62,500	243,500

* 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).
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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
A. SERPM Model Maintenance (SERPM 8.0) - Lead Agency FDOT D4							
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
Total:	8,000	15,000	-	-	25,000	2,000	50,000
B. SERPM 9.0 Model Development - Lead Agency Miami-Dade TPO							
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
Total:	-	250,000	-	-	250,000	-	500,000
C. Regional Transportation Model Big Data - Lead Agency: Broward MPO							
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
Total:	-	62,500	-	-	75,000	12,500	150,000

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	Participated in multiple outreach and information gathering meetings related the City of

thru June 2020 Dec 2018 & 2019	Fort Lauderdale planning services. Adopted federal and state legislative priorities annually and worked with advocacy consultants to promote priorities in Washington and Tallahassee.	
<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
Feb 2021 Monthly thru June 2022 Dec 2021 Annually Nov/Dec 2020 & 21	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. Conduct public engagement and outreach activities for the City of Fort Lauderdale Complete City of Fort Lauderdale master plan. Adopt and promote federal and state legislative priorities.	Broward Metropolitan Planning Organization in consultation with current (Broward County and the City of Fort Lauderdale) and future parties to interlocal agreements.

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

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

Task 9.0	Budget Category Description Detail
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A. Personnel Services

Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
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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.
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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	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.

Revised

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

TASK	DESCRIPTION	FHWA	FTA	FDOT			CTD	LOCAL				TOTAL	CONSULTANT
				Soft Match*	Cash Match	STATE		Soft Match**	MPO	ADVOCACY	SVCS	MINUS SOFT MATCH	AMOUNT
GRANT													
1.0	MPO Administration, Board/Committee Coordination and Public Participation/Outreach	3,426,430	1,328,913	755,713	136,511	-	59,775	136,511	582,661	-	-	5,534,290	2,408,945
2.0	Data Collection and Analysis	304,504	202,093	67,160	7,762	-	-	7,762	-	-	-	514,359	210,000
3.0	Metropolitan and Intermodal/Freight Planning	857,948	111,024	189,224	3,530	-	-	3,530	-	-	-	972,501	625,000
4.0	Complete Streets, Transit Planning and Congestion Management	1,314,443	1,428,930	289,906	25,770	-	-	25,770	-	-	-	2,769,143	902,038
5.0	Transportation Improvement Program	209,727	101,980	46,256	12,748	-	-	12,748	-	-	-	324,455	95,000
6.0	Regional Transportation Model and Data	97,500	-	21,504	-	75,000	-	-	62,500	-	-	235,000	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	115,954
	TOTALS	6,210,552	3,172,939	1,369,763	186,319	75,000	59,775	186,319	645,161	195,504	1,185,440	11,730,691	4,591,938

*FDOT Non-Cash Match

**MPO Non-Cash Match

Revised

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

TASK	DESCRIPTION	FHWA	FTA	FDOT			CTD	LOCAL				TOTAL	CONSULTANT
				Soft Match*	Cash Match	STATE		Soft Match**	MPO	ADVOCACY	SVCS	MINUS SOFT MATCH	AMOUNT
GRANT													
1.0	MPO Administration, Board/Committee Coordination and Public Participation/Outreach	4,315,398	464,068	951,780	58,009	-	59,775	58,009	-	-	-	4,897,249	1,351,000
2.0	Data Collection and Analysis	295,642	22,543	65,205	2,818	-	-	2,818	-	-	-	321,003	150,000
3.0	Metropolitan and Intermodal/Freight Planning	502,192	146,118	110,761	4,808	-	-	4,808	-	-	-	653,119	275,000
4.0	Complete Streets, Transit Planning and Congestion Management	1,242,105	517,911	273,951	18,669	-	-	18,669	-	-	-	1,778,685	360,000
5.0	Transportation Improvement Program	223,504	31,922	49,295	3,990	-	-	3,990	-	-	-	259,416	20,000
6.0	Regional Transportation Model and Data	106,000	-	23,379	-	75,000	-	-	62,500	-	-	243,500	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	96,776
	TOTALS	6,684,841	1,182,563	1,474,371	88,294	75,000	59,775	88,294	62,500	196,606	1,110,354	9,459,931	2,496,276

*FDOT Non-Cash Match

**MPO Non-Cash Match

Revised

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

TASK	DESCRIPTION	FHWA		FTA	FTA	FDOT				CTD	LOCAL				TOTAL
		PL	SU/STP	5307	5305D	PL	SU/STP	5305D	STATE		5305d	MPO	ADVOCACY	SVCS	MINUS SOFT MATCH
						Soft Match	Soft Match	Cash Match			Soft Match				
GRANT															
1.0	MPO Administration, Board/Committee Coordination and Public	1,084,933	2,341,497	236,826	1,092,087	239,286	516,427	136,511	-	59,775	136,511	582,661	-	-	5,534,290
2.0	Data Collection and Analysis	71,374	233,130	140,000	62,093	15,742	51,418	7,762	-	-	7,762	-	-	-	514,359
3.0	Metropolitan and Intermodal/Freight Planning	132,357	725,591	82,788	28,236	29,192	160,032	3,530	-	-	3,530	-	-	-	972,501
4.0	Complete Streets, Transit Planning and Congestion Management	483,186	831,257	1,222,771	206,159	106,569	183,337	25,770	-	-	25,770	-	-	-	2,769,143
5.0	Transportation Improvement Program	114,727	95,000	-	101,980	25,303	20,953	12,748	-	-	12,748	-	-	-	324,455
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	4,323,975	1,682,384	1,490,555	416,092	953,671	186,319	75,000	59,775	186,319	645,161	195,504	1,185,440	11,730,691
TOTAL CASH ALLOCATION															11,730,691

Revised

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

		FHWA		FTA	FTA	FDOT				CTD	LOCAL				TOTAL
TASK	DESCRIPTION	PL	SU/STP	5307	5305D	PL	SU/STP	5305D	STATE		5305d	MPO	ADVOCACY	SVCS	MINUS
						Soft Match	Soft Match	Cash Match			Soft Match				SOFT MATCH
GRANT															
1.0	MPO Administration, Board/Committee Coordination and Public	1,391,434	2,923,964	-	464,068	306,887	644,893	58,009	-	59,775	58,009	-	-	-	4,897,249
2.0	Data Collection and Analysis	58,646	236,996	-	22,543	12,935	52,270	2,818	-	-	2,818	-	-	-	321,003
3.0	Metropolitan and Intermodal/Freight Planning	100,073	402,119	107,651	38,467	22,072	88,689	4,808	-	-	4,808	-	-	-	653,119
4.0	Complete Streets, Transit Planning and Congestion Management	388,546	853,559	368,560	149,351	85,695	188,256	18,669	-	-	18,669	-	-	-	1,778,685
5.0	Transportation Improvement Program	88,584	134,920	-	31,922	19,538	29,757	3,990	-	-	3,990	-	-	-	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	4,657,558	476,212	706,351	447,126	1,027,244	88,294	75,000	59,775	88,294	62,500	196,606	1,110,354	9,459,931
TOTAL CASH ALLOCATION															9,459,931

For more information on activities and projects of the Broward MPO, please visit: BrowardMPO.org and while you're there, follow us on Social Media.

To subscribe to our e-Blasts, [click here](#).

From: Hicks, Michael (D4) <MichaelP.Hicks@dot.state.fl.us>
Sent: Wednesday, September 30, 2020 1:45 PM
To: Tracy Flavien <mitchellt@browardmpo.org>
Cc: John Podczerwinsky <John.Podczerwinsky@dot.state.fl.us>
Subject: Updated DRAFT Tracker

Good Afternoon Ms. Flavien,

Per our discussion via telephone, attached is the updated tracker with the modifications inputted (the official modification has **not** been approved yet). Please let me know if you have any questions/comments.

Very Respectfully,

Michael P. Hicks, FCCM

Planning Specialist
Florida Department of Transportation – District Four
Planning & Environmental Management Office
Office: (954) 777-4451
Email: MichaelP.Hicks@dot.state.fl.us

Working remotely M-F, 7:30 am – 4:00 pm