

# NORTH FLORIDA TRANSPORTATION PLANNING ORGANIZATION



## UNIFIED PLANNING WORK PROGRAM

FISCAL YEARS 2022/23 THROUGH 2023/24

**Draft 3/15/2022**

**Adopted:**

**Amended:**

<b>AA</b>	Alternative Analysis
<b>ABM</b>	Activity Based Model
<b>ACES</b>	Automated Connected Electric and Shared
<b>ADA</b>	Americans with Disabilities
<b>APC</b>	Automatic Passenger Counter
<b>AVL</b>	Advanced Vehicle Locator
<b>AV</b>	Automated Vehicle
<b>BPPG</b>	Bicycle Pedestrian Planning Group
<b>BRT</b>	Bus Rapid Transit
<b>CAC</b>	Citizens Advisory Committee
<b>CBD</b>	Central Business District
<b>CM</b>	Congestion Mitigation Air Quality funds
<b>CMAQ</b>	Congestion Mitigation Air Quality
<b>CMP</b>	Congestion Management Process
<b>COOP</b>	Continuity of Operations Plan
<b>CV</b>	Connected Vehicle

<b>DBE</b>	Disadvantaged Business Enterprise
<b>DEIS</b>	Draft Environmental Impact Study
<b>DT</b>	Data Transfer Solutions
<b>e-letter</b>	Electric Newsletter
<b>EPA</b>	Environmental Protection Agency
<b>ETDM</b>	Efficient Transportation Decision Making Process
<b>FAST</b>	Fixing American's Surface Transportation
<b>FDOT</b>	Florida Department of Transportation
<b>FHWA</b>	Federal Highway Administration
<b>FTA</b>	Federal Transit Administration
<b>FY</b>	Fiscal Year
<b>GIS</b>	Geographic Information System
<b>HOV</b>	High Occupancy Vehicle
<b>IDE</b>	Integrated Data Exchange
<b>ITS</b>	Intelligent Transportation System
<b>IoT</b>	Internet of Things

<b>JAA</b>	Jacksonville Aviation Authority
<b>JPA</b>	Jacksonville Port Authority also referred to as JAXPORT
<b>JTA</b>	Jacksonville Transportation Authority
<b>JTB</b>	John Turner Butler Boulevard
<b>LPA</b>	Locally Preferred Alternative
<b>MAP-21</b>	Moving Ahead for Progress in the 21 <sup>st</sup> Century
<b>MaaS</b>	Mobility as a Service
<b>MOA</b>	Memorandum of Agreement
<b>MPO</b>	Metropolitan Planning Organization
<b>NERPM</b>	Northeast Florida Regional Planning Model
<b>PL</b>	Federal Planning Dollars
<b>PUD</b>	Planned Unit Development
<b>RFP</b>	Request for Proposal
<b>SOV</b>	Single Occupant Vehicle
<b>SPR</b>	State Planning and Research
<b>TAP</b>	Transportation Alternatives Program

<b>TCC</b>	Technical Coordinating Committee
<b>TDCB</b>	Transportation Disadvantaged Coordinating Board
<b>TDP</b>	Transit Development Plan
<b>TIP</b>	Transportation Improvement Program
<b>TPO</b>	Transportation Planning Organization
<b>UA</b>	Urbanized Area
<b>U2C</b>	Ultimate Urban Circulator
<b>VMT</b>	Vehicle Miles Traveled

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# Unified Planning Work Program

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Fiscal Year 2022/23 through 2023/24

20.205—Highway Planning and Construction-FHWA  
CFDA No. 20.505-Federal Transit Administration Technical Studies (Metropolitan Planning)-FTA

FM# 439319-4-14-01 PL

FM# 439319-4-14-02 SU

FM# 439319-4-14-03 CM

Federal-Aid Project No. (TBD)

The activities discussed in this document are funded through grants from the U.S. Department of Transportation (Federal Highway Administration and Federal Transit Administration) and the Department of Energy (DOE). The views and opinions of the authors or agencies expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation or the DOE.

If you have any questions or comments pertaining to the North Florida TPO plans, programs or projects **please contact us at 904.306.7500**. Our address is 980 North Jefferson Street, Jacksonville, Florida 32209. For complaints or concerns about civil rights or discrimination, or for special requests under the Americans with Disabilities Act, please contact **Marci Larson, Public Affairs Manager/Title VI Coordinator at 904.306.7513 or [mlarson@northfloridatpo.com](mailto:mlarson@northfloridatpo.com)**.

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SECRETARY

**Cost Analysis Certification**

**North Florida TPO**

**Unified Planning Work Program - FY 2022/23 – 2024/25**

Adopted 6/30/2022

Revision Number: Initial Adoption

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

\_\_\_\_\_  
Name: Mari Schwabacher

\_\_\_\_\_  
Planning Specialist, District 2  
Title and District

\_\_\_\_\_  
Signature 6/30/2020

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# Introduction

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Bi-annually, the staff of the North Florida Transportation Planning Organization (North Florida TPO) updates the Unified Planning Work Program (UPWP) as required by state and federal regulation. The UPWP is a task based budget outlining all major transportation planning activities to be undertaken by the TPO for the two-year planning period beginning July 1, 2022 and ending June 30, 2024. The North Florida TPO will periodically amend the UPWP and will significantly update the document prior to commencing the second fiscal year.

Activities in the UPWP are grouped into seven tasks as follows:

- 1 Administration** Tasks managing the transportation planning process on a continuing basis. These include program management, administration and development.
- 2 Data Collection** Tasks monitoring area travel characteristics and other factors affecting travel.
- 3 Transportation Improvement Program** Tasks related to developing the Transportation Improvement Program (TIP).
- 4 Long Range Transportation Plan** Tasks related to developing the Long Range Transportation Plan and maintaining the TPO's travel demand model.
- 5 Special Projects** Studies to support airport, port, transit, corridor, and other special studies as needed.
- 6 Public Involvement** Tasks to support the TPO's ongoing public involvement activities.
- 7 Systems Planning** Recurring planning studies and projects including bicycle/pedestrian planning, transit planning and transportation demand management (TDM).



On detailed **work task sheets**, the primary objective, previous work accomplishments, project description and methodology, responsible agency and funding sources are identified for each work subtask. An *Estimated Budget Detail* has been provided for all tasks and subtasks. These tables indicate funding estimates for staff services, consultants and other direct expenses. Other direct expenses include rent, utilities, equipment purchases and leases, printing, advertising, copying and other expenses.

FHWA requires both a state and local match. In accordance with Section 120 of Title 23, U.S.C. state may use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Program) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a “soft match” provision that allows the federal share to be increased up to 100% to the extent credits are available.” The “soft match” amount utilized to match the FHWA funding in this UPWP in Fiscal Year 22/23<sup>1</sup> is \$752,350. For Fiscal Year 23/24 the “soft match” utilized to match FHWA funding is \$513,968. This is an 18.07 percent non cash/ match.

The FDOT and the North Florida TPO participate in the Consolidated Grant Program (CPG). The CPG enables FDOT, in cooperation with the MPO, FHWA, and FTA, to annually consolidate Florida’s FHWA PL and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division. These funds are annually apportioned to FDOT as the direct recipient and allocated to the MPO by FDOT utilizing formulas approved by the MPO, FDOT, FHWA, and FTA in accordance with 23 CFR 420.109 and 49 U.S.C. Chapter 53. The FDOT is fulfilling the CPG’s required 18.07% non-federal share (match) using Transportation Development Credits as permitted by 23 CFR 120(j) and FTA C 8100.1D.

A list of **acronyms** is included in this document. The Resolution dated (**insert date**) signed by the North Florida TPO is available in APPENDIX B.

## Status of Transportation Planning (Work Completed in FY 20/21)

Studies Completed June 30, 2021 include the following:

- Annual Mobility Report
- A1A/Anastasia Boulevard (St. Johns County) Speed Management by Design Study
- A1A (St. Augustine) Compete Streets Study
- SR A1A (NS Mayport) Resiliency Study

---

<sup>1</sup> The Fiscal Year is July 1 through June 30.

- Hodges Boulevard Corridor Study
- JAXPORT Origin-Destination Study
- Mobility for the Underserved
- Parental Home Road Corridor Study
- Radar Road Extension Feasibility Study
- 14th Street Bicycle and Pedestrian Safety Study

The 2045 Long Range Transportation Plan was adopted November 14, 2019. Documentation was completed in February 2020.

Ongoing studies to be completed in June 2022 include the following:

- Annual Mobility Report
- East Coast Greenways (Beaches) Trail Feasibility Study
- Clay-Duval Trail Feasibility Study
- US 17 (Green Cove Springs) Corridor Study)
- First Coast Expressway Study Impact Study
- Pages Dairy Extension Feasibility Study
- Pearce Street Corridor Study
- Probe Data Verification
- SMART North Florida Report Card
- Town of Baldwin Storm Water Study
- 8th Street Corridor Study

## Planning Priorities

**High priority projects** in this Unified Planning Work Program include the following:

- Subtask 2.1—Data Analytics Platform Update
- Subtask 3.1—Transportation Improvement Program
- Subtask 3.2—Annual List of Priority Projects
- Subtask 4.5— 2050 Long Range Transportation Plan Update

- Subtask 5.1—Annual Mobility Report
- Subtask 5.3— Regional Bike and Ped Study
- Subtask 5.4— Regional Clean Fuels Master Plan
- Subtask 5.14—Regional Freight Study
- Subtask 7.4—SMART North Florida Coalition

**Local priority projects** include the following:

- Subtask 5.2—SR 21/Highway 100 Traffic Study
- Subtask 5.5—Rogerero Rd Corridor Study
- Subtask 5.6—Sunbeam Rd Corridor Study
- Subtask 5.8—SR 16 Corridor Study
- Subtask 5.9—CR 305 Extension Feasibility Study
- Subtask 5.10—SR 200 Corridor Study
- Subtask 5.11—Clay County Dirt Road Study
- Subtask 5.12—Myrtle Ave Complete Streets Study
- Subtask 5.13—SR13 Bike/Ped Gap Analysis, Future LOS Model and Implementation Strategy

**Performance based planning activities** include the following:

- Subtask 2.1—Data Analytics Platform Update
- Subtask 3.1—Transportation Improvement Program
- Subtask 4.2—Establish Performance Targets
- Subtask 5.1—Annual Mobility Report
- Subtask 7.18—JTA Transit Asset Management Plan (TAMP) Update

**Safety projects** include the following:

- Subtask 5.1—Annual Mobility Report
- Subtask 5.2—SR 21/Highway 100 Traffic Study

- Subtask 5.5— Rogero Rd Corridor Study
- Subtask 5.6—Sunbeam Rd Corridor Study
- Subtask 5.7—Blue Zones Analysis
- Subtask 5.8—SR 16 Corridor Study
- Subtask 5.10—SR 200 Corridor Study
- Subtask 5.12—Myrtle Ave Complete Streets Study
- Subtask 5.13—SR13 Bike/Ped Gap Analysis, Future LOS Model and Implementation Strategy

**Transit projects** include the following:

- Subtask 5.1—Annual Mobility Report
- Subtask 7.3—Transit Planning for the St. Augustine UA
- Subtask 7.7—JTA Premium Transit and Fixed Guideway Service
- Subtask 7.8—JTA Transit Development Plan Update
- Subtask 7.9—JTA Transit Vision
- Subtask 7.10—JTA Develop Transit Educational Campaign
- Subtask 7.11—JTA General Transit and Regional Planning
- Subtask 7.12—JTA Sustainability Program
- Subtask 7.13—JTA Strategic Technology Planning
- Subtask 7.15—JTA Transit Oriented Development (TOD) Planning
- Subtask 7.16—JTA Transit Model Enhancements
- Subtask 7.17—JTA Organizational Improvement
- Subtask 7.18—JTA Transit Asset Management Plan (TAMP) Update
- Subtask 7.19—JTA Operations Training Plan
- Subtask 7.20—JTA Automation Planning
- Subtask 7.21—JTA Transit Facilities, ADA and DBE Planning

### **Title 23 U.S.C. funded Work Tasks**

Specifics about each work task as well as a detailed budget estimate for each, is provided in the sections that follow.

## PL funded Work Tasks

- Subtask 1.1—Program Administration
- Subtask 1.4—Unified Planning Work Program
- Subtask 1.5—General Consultant Services
- Subtask 2.1—Data Analytic Platform Update
- Subtask 3.1—Transportation Improvement Program
- Subtask 3.2—List of Priority Projects
- Subtask 4.1—GID/Model Update/Maintenance
- Subtask 4.4—Efficient Transportation Decision Making
- Subtask 5.1— Annual Mobility Report
- Subtask 5.2— SR 21/Highway 100 Traffic Study
- Subtask 5.3— Regional Bike and Ped Study
- Subtask 5.4— Regional Clean Fuels Master Plan
- Subtask 5.5— Rogero Rd Corridor Study
- Subtask 5.6— Sunbeam Rd Corridor Study
- Subtask 5.7— Blue Zones Analysis
- Subtask 5.8— SR 16 Corridor Study
- Subtask 5.9— CR 305 Extension Feasibility Study
- Subtask 5.10— SR 200 Corridor Study
- Subtask 5.11— Clay County Dirt Road Study
- Subtask 5.12— Myrtle Ave Complete Streets Study
- Subtask 5.13— SR13 Bike/Ped Gap Analysis, Future LOS Model and Implementation Strategy
- Subtask 6.1—Public Involvement Program
- Subtask 7.1—Bicycle/Pedestrian Facilities Planning
- Subtask 7.3—Transit Planning for the St. Augustine UA

### **SU funded Work Tasks**

- Subtask 1.5— General Consultant Services
- Subtask 2.1— Data Analytics Platform Update
- Subtask 4.2— Establishing Performance Targets
- Subtask 4.3— 2045 LRTP Plan Amendments & Modifications
- Subtask 4.5— 2050 Long Range Transportation Plan Update
- Subtask 5.1— Annual Mobility Report
- Subtask 5.2— SR 21/Highway 100 Traffic Study
- Subtask 5.6— Sunbeam Rd Corridor Study

### **CMAQ (CM) funded Work Tasks**

- Subtask 7.2—First Coast Commuter Services
- Subtask 7.5—Clean Fuels Coalition

## **Title 49 U.S.C. funded Work Tasks**

### **FTA Section 5305d funded Work Tasks**

- Subtask 1.1—Program Administration
- Subtask 1.4—Unified Planning Work Program
- Subtask 2.1— Data Analytics Platform Update
- Subtask 3.1— Transportation Improvement Program
- Subtask 4.1—GIS/Model Update/Maintenance
- Subtask 5.1— Annual Mobility Report
- Subtask 5.6— Sunbeam Rd Corridor Study
- Subtask 5.7— Blue Zones Analysis
- Subtask 5.8— SR 16 Corridor Study
- Subtask 6.1—Public Involvement

## FTA Section 5307 funded Work Tasks

- Subtask 7.7—.1JTA Premium Transit and Fixed Guideway Service
- Subtask 7.8—.JTA Transit Development Plan Update
- Subtask 7.9—.JTA Transit Vision
- Subtask 7.10—.JTA Develop Transit Educational Campaign
- Subtask 7.11—.JTA General Transit and Regional Planning
- Subtask 7.12—.JTA Sustainability Program
- Subtask 7.13—.JTA Strategic Technology Planning
- Subtask 7.14—.JTA Transit Oriented Development (TOD) Planning
- Subtask 7.15—.JTA Transit Model Enhancements
- Subtask 7.16—.JTA Organizational Improvement
- Subtask 7.17—.JTA Transit Asset Management Plan (TAMP) Update
- Subtask 7.18—.JTA Operations Training Plan
- Subtask 7.19—.JTA Automation Planning
- Subtask 7.20—.JTA Transit Facilities, ADA and DBE Planning

## Public Participation Process

Statewide and Metropolitan Planning Rules and Regulations (23 CFR 450) require metropolitan planning organizations to adopt a proactive public participation and intergovernmental consultation policy process that allows adequate opportunity for public officials and citizens to provide meaningful input when the TPO is developing its plans and programs. The Public Involvement Plan (PIP) was adopted January 1994 and amended as follows: March 8, 2001; February 2007; December 2011 and April 2016. This plan was updated in April 2020. Copies of the plan are available at the TPO offices and on the TPO website [Home - North Florida TPO](#).

The steps for developing the UPWP are as follows:

1. The TPO begins developing the UPWP every January.

2. By March 15, the TPO submits a draft document to the Florida Department of Transportation. The Department of Transportation staff reviews the UPWP, ensuring the narrative reflects all required activities and the budget contains sufficient, but constrained funding.
3. The draft UPWP is submitted to the TAC and CAC at the April meetings for their review and comment.
4. The draft UPWP is placed on the TPO website for 30 days public comment.
5. Following the comment time and recommendations received, the TPO finalizes and approves the UPWP at its June meeting to become effective July 1 for the new fiscal year.
6. The final UPWP is posted on the website

## Federal Planning Factors and Emphasis Areas

### Federal Planning Factors

The North Florida TPO must consider the following strategies in its transportation planning process.

- A. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;**
- B. Increase the safety of the transportation system for motorized and non-motorized users;**
- C. Increase the security of the transportation system for motorized and non-motorized users;**
- D. Increase the accessibility and mobility of people and for freight;**
- E. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;**



- F. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;**
- G. Promote efficient system management and operation;**
- H. Emphasize the preservation of the existing transportation system.**
- I. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.<sup>2</sup>**
- J. Enhance travel and tourism.<sup>3</sup>**

Figure 1 on the following page is a matrix illustrating the relationship of UPWP tasks to these planning factors.

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<sup>2</sup> Added as part of Fixing American’s Surface Transportation (FAST), the recently adopted Federal Bill re-authorizing transportation and the Transportation Trust Fund. Rules implementing this bill will be forthcoming.

<sup>3</sup> Ibid

# Figure 1—Federal Planning Factors Matrix

See Federal Planning Factors on preceding pages

		<b>Planning Factor</b>									
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>
		Economic vitality	Safety	Security	Accessibility & mobility	Protect the environment	Connect systems	Efficient operations	Preserve	Resilient	Tourism
<b>TASK 1—ADMINISTRATION</b>											
1.1	Program Administration	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
1.2	Annual Audit	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
1.3	Travel/Training	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
1.4	Unified Planning Work Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
1.5	General Consultant Services	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>TASK 2—DATA COLLECTION</b>											
2.1	Data Analytics Platform Update	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>TASK 3—TRANSPORTATION IMPROVEMENT PROGRAM</b>											
3.1	Transportation Improvement Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3.2	List of Priority Projects	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>TASK 4—LONG RANGE TRANSPORTATION PLAN (LRTP)</b>											
4.1	GIS/Model Update/Maintenance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

## Figure 1—Federal Planning Factors Matrix

See Federal Planning Factors on preceding pages

		<b>Planning Factor</b>									
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>
		<b>Economic vitality</b>	<b>Safety</b>	<b>Security</b>	<b>Accessibility &amp; mobility</b>	<b>Protect the environment</b>	<b>Connect systems</b>	<b>Efficient operations</b>	<b>Preserve</b>	<b>Resilient</b>	<b>Tourism</b>
<b>4.2</b>	Estimating Performance Targets	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>4.3</b>	2045 LRTP Amendment	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>4.4</b>	Efficient Transportation Decision Making					✓					
<b>4.5</b>	2050 LRTP Update	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>TASK 5—SPECIAL PROJECTS</b>											
<b>5.1</b>	Annual Mobility Report	✓	✓	✓	✓	✓	✓	✓	✓		✓
<b>5.2</b>	SR 21/Highway 100 Traffic Study		✓	✓	✓		✓	✓			✓
<b>5.3</b>	Regional Bike and Ped Study	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>5.4</b>	Regional Clean Fuels Master Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>5.5</b>	Rogero Rd Corridor Study		✓	✓	✓		✓	✓	✓		
<b>5.6</b>	Sunbeam Rd Corridor Study		✓	✓	✓		✓	✓	✓		

# Figure 1—Federal Planning Factors Matrix

See Federal Planning Factors on preceding pages

		<b>Planning Factor</b>									
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>
		<b>Economic vitality</b>	<b>Safety</b>	<b>Security</b>	<b>Accessibility &amp; mobility</b>	<b>Protect the environment</b>	<b>Connect systems</b>	<b>Efficient operations</b>	<b>Preserve</b>	<b>Resilient</b>	<b>Tourism</b>
5.7	Blue Zones Analysis		✓	✓	✓		✓	✓			
5.8	SR 16 Corridor Study		✓	✓	✓		✓	✓	✓		
5.9	CR 305 Extension Feasibility Study	✓	✓	✓	✓	✓	✓		✓		
5.10	SR 200 Corridor Study		✓	✓	✓		✓	✓	✓		
5.11	Clay County Dirt Road Study	✓	✓		✓	✓	✓		✓		
5.12	Myrtle Ave Complete Streets Study		✓	✓	✓		✓		✓		
5.13	SR13 Bike/Ped Gap Analysis	✓	✓	✓	✓		✓		✓		
5.14	Regional Freight Study	✓	✓	✓	✓						
<b>TASK 6—PUBLIC INVOLVEMENT</b>											
6.1	Public Involvement	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>TASK 7—SYSTEMS PLANNING</b>											
7.1	Bicycle/Pedestrian Facilities Planning	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

# Figure 1—Federal Planning Factors Matrix

See Federal Planning Factors on preceding pages

## Planning Factor

		A	B	C	D	E	F	G	H	I	J
		Economic vitality	Safety	Security	Accessibility & mobility	Protect the environment	Connect systems	Efficient operations	Preserve	Resilient	Tourism
7.2	First Coast Commuter Services	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.3	Transit Planning for the St. Augustine UA	✓		✓			✓	✓	✓		✓
7.4	SMART North Florida Coalition	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.5	Clean Fuels Coalition	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.7	JTA Premium Transit and Fixed Guideway Service	✓	✓	✓	✓	✓	✓	✓	✓		
7.8	JTA Transit Development Plan Update	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.9	JTA Transit Vision	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.10	JTA Develop Transit Educational Campaign				✓	✓	✓	✓			
7.11	JTA General Transit and Regional Planning	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

# Figure 1—Federal Planning Factors Matrix

See Federal Planning Factors on preceding pages

## Planning Factor

	A	B	C	D	E	F	G	H	I	J
	Economic vitality	Safety	Security	Accessibility & mobility	Protect the environment	Connect systems	Efficient operations	Preserve	Resilient	Tourism
7.12 JTA Sustainability Program							✓			
7.13 JTA Strategic Technology Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.14 Transit Oriented Development		✓	✓	✓		✓				
7.15 JTA Transit Oriented Development Planning		✓	✓	✓		✓				
7.16 JTA Transit Model Enhancements	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.17 JTA Organizational Improvement	✓	✓	✓	✓	✓	✓	✓	✓		
7.18 JTA Transit Asset Management Plan (TAMP) Update								✓		
7.19 JTA Operations Training Plan		✓	✓							
7.20 JTA Automation Planning		✓	✓	✓	✓	✓	✓			

# Figure 1—Federal Planning Factors Matrix

See Federal Planning Factors on preceding pages

		<b>Planning Factor</b>									
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>
		Economic vitality	Safety	Security	Accessibility & mobility	Protect the environment	Connect systems	Efficient operations	Preserve	Resilient	Tourism
<b>7.21</b>	JTA Transit Facilities, ADA and DBE Planning		✓	✓	✓		✓	✓			

## Federal Emphasis Areas 2021

The following 2021 Planning Emphasis Areas are for use in the development of Metropolitan and Statewide Planning and Research Work programs.

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

Federal Highway Administration (FHWA) divisions and Federal Transit Administration (FTA) regional offices should work with State departments of transportation (State DOT), metropolitan planning organizations (MPO), and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. Field offices should encourage State DOTs and MPOs to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users, and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shift to lower emission modes of transportation ; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions. We encourage you to visit FHWA's Sustainable Transportation or FTA's Transit and Sustainability Webpages for more information.

#### **North Florida TPO**

*The North Florida TPO staffs and supports the North Florida Clean Fuels coalition. The Coalition advocates using alternative fuels and advanced vehicle technologies to reduce petroleum consumption, improve air quality and develop regional economic opportunities. The North Florida TPO will be providing an update to the clean fuels master plan in the upcoming fiscal year. Additionally the North Florida has performed resiliency studies for the Mayport Naval Station and the Town of Baldwin.*

### **Equity and Justice40 in Transportation Planning**

FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials,



through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

Executive Order 13985 (Advancing Racial Equity and Support for Underserved Communities) defines the term “equity” as the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian and provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities. FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to review current and new metropolitan transportation plans to advance Federal investments to disadvantaged communities.

Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.” In addition, Executive Order 14008 and M-21-28 provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities. FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to review current and new metropolitan transportation plans to advance Federal investments to disadvantaged communities.

To accomplish both initiatives, our joint planning processes should support State and MPO goals for economic opportunity in disadvantaged communities that have been historically marginalized and overburdened by pollution and underinvestment in housing, transportation, water and wastewater infrastructure, recreation, and health care.

### **North Florida TPO**

*The North Florida TPO incorporates analysis to identify underserved and disadvantaged communities whenever possible in our studies. The TPO undertook an effort to identify mobility of the underserved in a 2021 study. The results identified many underserved communities and strategies to provide ladders of opportunity to these identified groups and areas.*

## **Complete Streets**

FHWA Division and FTA regional offices should work with State DOTs, MPOs and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.

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

Per the National Highway Traffic Safety Administration's 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

### **North Florida TPO**

*The North Florida TPO incorporates complete streets concepts into many of our special studies to promote a safer and more accommodating transportation system for all modes of travel. In addition, Complete Street/Context Sensitive Solutions projects are included in our 2045 Long Range Transportation Plan.*

## **Public Involvement**

Early, effective, and continuous public involvement brings diverse viewpoints into the decision making process. FHWA Division and FTA regional offices should encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers

and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision making processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs. More information on VPI is available [here](#)

### **North Florida TPO**

*The North Florida TPO incorporates public involvement in all our processes and studies when possible. The use of online surveys and virtual meetings has increased the TPO's participation during the times when meeting in person has been less attractive to the public. Our most recent Public Involvement Plan (PIP) was updated in April 2020 to include more of these innovative outreach tools*

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

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

### **North Florida TPO**

*The North Florida TPO will continue to pursue coordination with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. As the home to Mayport Naval Station and Naval Air Station Jacksonville, the North Florida TPO has included the Commanding Officer of NAS Jacksonville as an ex officio member to the TPO Policy Board.*

### **Federal Land Management Agency (FLMA) Coordination**

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands

Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPOs must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

### **North Florida TPO**

*The North Florida TPO will continue to pursue coordination with representatives from FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands.*

### **Planning and Environment Linkages (PEL)**

FHWA Division and FTA regional offices should encourage State DOTs, MPOs and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early

stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.

### **North Florida TPO**

*The North Florida TPO participates in the FDOT Efficient Transportation Decision Making (ETDM) process. This is Florida's procedure for reviewing qualifying transportation projects to consider potential environmental effects in the Planning phase. This process provides stakeholders the opportunity for early input, involvement, and coordination. It provides for the early identification of potential project effects and informs the development of scopes for projects advancing to the Project Development and Environment (PD&E) phase. In addition, the North Florida TPO will identify PEL implementation practices as part of our upcoming LRTP 2050 update.*

### **Data in Transportation Planning**

To address the emerging topic areas of data sharing, needs, and analytics, FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision making at the State, MPO, regional, and local levels for all parties.

### **North Florida TPO**

*The North Florida TPO continues to promote data sharing and open analysis through the promotion of our Integrated Data Exchange. Facilitated through our Smart North Florida (SNF) initiative, SNF hosts the Data Exchange that breaks down silos and brings easy access and transparency to the public. Sharing data makes it faster and easier to identify problems and potential solutions. Government agencies, non-profits, new and established businesses, entrepreneurs and citizens can all benefit from having better access to data about our region.*

# Florida Planning Emphasis Areas 2021

The Florida Department of Transportation Office of Policy Planning develops *Planning Emphasis Areas* on a two-year cycle in coordination with the development of Metropolitan Planning Organizations' respective unified planning work programs. Emphasis areas set planning priorities, support the Florida Transportation Plan, and give importance to topic areas which MPOs are encouraged to address as they develop their planning programs. Implementation of the seven goals of the Florida Transportation Plan requires embracing innovation; extensive collaboration across jurisdictions, modes and disciplines; an emphasis on customer service; data and performance feedback; and strategic investments for the efficient and effective allocation of resources.

Metropolitan Planning Organizations should consider the following four topics when updating their Unified Planning Work Plan.

## Safety

The Florida Transportation Plan and the State's Strategic Highway Safety Plan place top priority on safety, with a state target of zero traffic fatalities and serious injuries. In addition to adopting safety targets, the MPOs must show how their Long Range Transportation Plan (LRTP) and priority projects in their Transportation Improvement Program (TIP) support progress toward those targets. The UPWP should consider enhancements to data analyses and community involvement to better inform the identification and prioritization of safety projects.

## North Florida TPO

*In November 2019 the North Florida TPO adopted Path Forward 2045, the regional Long Range Transportation Plan (LRTP). Both safety and security and related objectives, policies and performance measures are included in the plan and guided project prioritization. Concurrent with this effort the North Florida TPO also updated the Regional System Safety Plan. Federal safety performance measures and TPO adopted safety targets are addressed in both plans and in the related System Performance Plan. Together these plans will guide TPO decision making, particularly in developing the Annual List of Priority Projects and Transportation Improvement Program.*

## Equity

Executive Order 14008, Tackling the Climate Crisis at Home and Abroad, created the "Justice40 Initiative" that aims to deliver 40 percent of the overall benefits of relevant federal investments to disadvantaged communities. This initiative supports Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, outlines federal policy and defines equity as the consistent and systematic fair, just, and impartial treatment of individuals. The Florida Transportation Plan seeks transportation choices that improve accessibility and equity by including a key strategy to enhance affordable transportation, service, and information access options for all ages and abilities and throughout underserved communities. The MPOs are key to identifying and

implementing improvements based on data-driven project prioritization that considers not only impacts of transportation projects on a community, but also benefits of projects that can enhance opportunities for a community. The UPWP should address approaches to furthering transportation equity.

### **North Florida TPO**

*The North Florida TPO regularly coordinates with local jurisdictions and independent transportation authorities both within and outside the TPO planning area boundary. All local governments and authorities as well as other state and local agencies are represented on the Technical Advisory Committee. Baker, Flagler and Putnam County are non-voting members of the TPO Policy Board. The regional TRIP agency includes these counties, with voting representation on the agency board.*

### **Resilience**

With the passage of the FAST Act, resilience was introduced as a federal planning factor: “Improve the resilience and reliability of the transportation system and mitigate stormwater impacts of surface transportation.” Resilience is defined as the ability to adapt to changing conditions and prepare for, withstand, and recover from disruption. These conditions can encompass a wide variety of environmental, technological, economic, or social impacts.

MPOs can address resilience within their planning processes by leveraging tools such as the FHWA Resilience and Transportation Planning Guide and the FDOT Quick Guide: Incorporating Resilience in the MPO LRTP. It should be noted that while these documents focus primarily on the development of MPO LRTPs and TIPs, addressing resilience should be a consideration within every planning document prepared by an MPO. MPOs should place a particular emphasis on coordination with agency partners responsible for natural disaster risk reduction, or who may be developing local resilience planning initiatives. Additionally, MPOs should consider the additional costs associated with reducing vulnerability of the existing transportation infrastructure. Proactive resiliency planning will help the MPO develop planning documents that are ultimately more realistic and cost-effective.

### **North Florida TPO**

*The North Florida TPO addressed resilience and storm water impacts of surface transportation in Path Forward 2045, adopted November 2019. Goal 7 specifically addressed this as follows:*

### **GOAL 7: CREATE RELIABLE AND RESILIENT MULTIMODAL INFRASTRUCTURE**

A reliable and resilient multimodal transportation infrastructure provides accessible and diverse transportation options that ensure mobility, system preservation, supports evacuation needs, and addresses social equity.

The objectives for reliable and resilient multimodal infrastructure are listed below.

- **OBJECTIVE 7.1:** Incorporate climate risk in project planning, system preservation and maintenance and determine appropriate measures to mitigate risk or repurpose threatened facilities.
- **OBJECTIVE 7.2:** Provide reliable mobility access and minimize impact of disruptions to regional mobility.
- **OBJECTIVE 7.3:** Support regional evacuation needs as reflected in municipal Emergency Management Plans.
- **OBJECTIVE 7.4:** Address social equity in adaptation/resilience strategy implementation.

### Emerging Mobility

Advances in communication and automation technology result in new mobility options, ranging from automated and connected transport, electric vehicles, ridesharing, and micro-mobility, to flying cars and space travel. These changes may be disruptive and transformational, with impacts to safety, vehicle ownership, travel capacity, vehicle miles traveled, land-use, transportation design, future investment demands, supply chain logistics, economy, and the workforce. Implementation of all seven goals of the Florida Transportation Plan can be furthered through both the transformation of major corridors and hubs and the expansion of transportation infrastructure to embrace and support the adoption of emerging mobility.

The UPWP should recognize the important influence of emerging mobility on the multi-modal transportation system and include related planning studies, collaboration efforts, research, or other activities.

### North Florida TPO

*The North Florida TPO continues to advance partnerships and promote technology projects to enhance mobility through our partnership with SMART North Florida. Currently our tasks support the SMART St. Augustine Initiative to seek funding to support the planning and deployment of connected, autonomous, and informational technology to turn St. Augustine into one of the nation's smartest cities.*



# Organization and Management

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The North Florida TPO is an independent regional body composed of elected officials and appointed representatives from the Cities of Jacksonville and St. Augustine, the Jacksonville Beaches, Clay, Nassau and St. Johns Counties and the following independent transportation authorities:

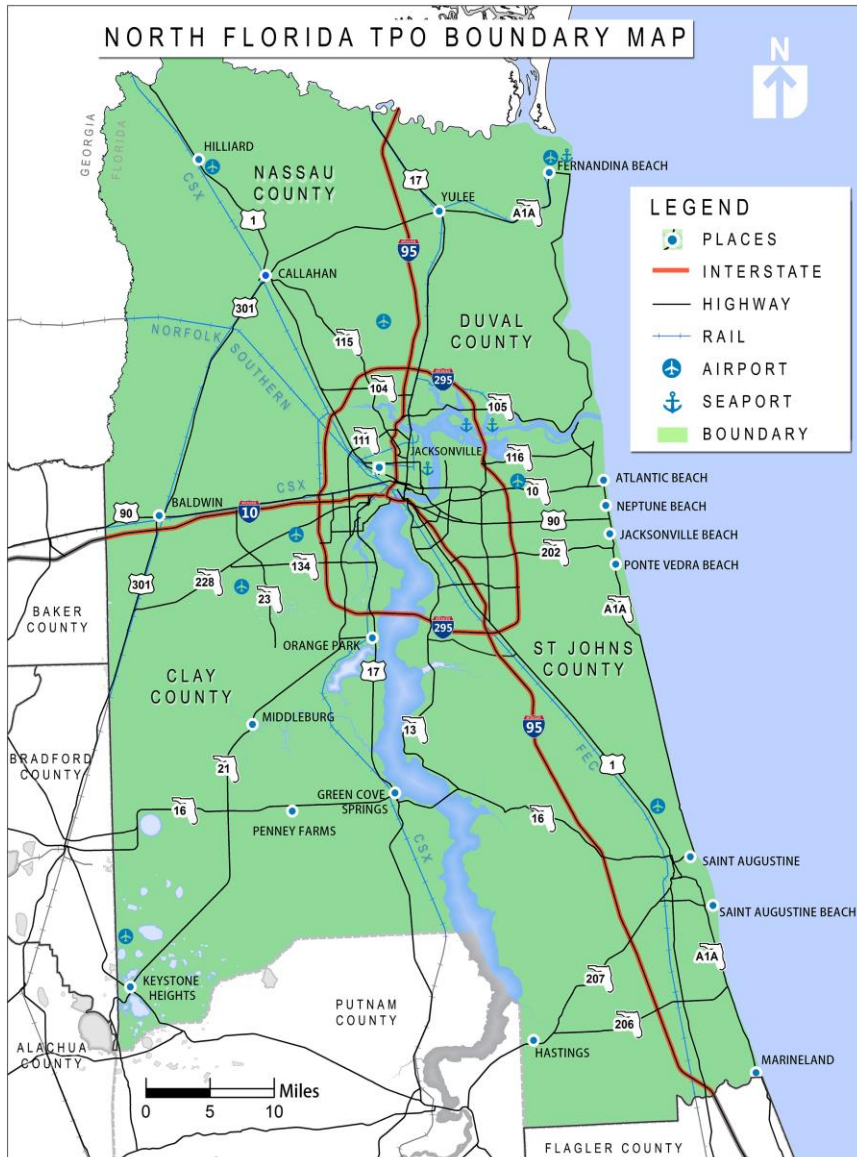
- Jacksonville Aviation Authority
- Jacksonville Port Authority
- Jacksonville Transportation Authority
- Nassau County Ocean Highway and Port Authority
- St. Augustine/St. Johns County Airport Authority

The Florida Department of Transportation, District 2 Secretary is an advisor to the TPO Policy Board and the Commanding Officer of NAS Jacksonville and one representative each from Baker, Putnam and Flagler Counties are invited to serve as non-voting Board members.

The North Florida TPO is the primary agency responsible for transportation planning in Clay, Duval, Nassau and St. Johns Counties.

The TPO's offices are located at 980 North Jefferson Street, Jacksonville. All TPO meetings, except workshops and public meetings for the Long-Range Transportation Plan and special studies, are held at this location.

The TPO has an independent staff and is funded with grants from the Federal Highway Administration (FHWA), Federal Transit Administration, Florida Department of Transportation and the Florida Commission for the Transportation Disadvantaged. Additional operating funds including the required local match for some grants is provided by a "local assessment" charged to each Member County and authority. As per an interlocal agreement this assessment cannot exceed \$1 per capita. The assessment is reviewed annually and can be increased or lowered with Board approval.



**FIGURE 2 BOUNDARY MAP**

## Committees

Several committees advise the North Florida TPO. The **Technical Advisory Committee (TAC)** is composed of technical staff of local governments and authorities within the North Florida TPO planning area, primarily planners and engineers. The **Citizens Advisory Committee (CAC)** includes local citizens representing a broad cross section of geographical, social and economic interest. Each committee carries out its prescribed responsibilities at regularly scheduled meetings.

## Planning Area Boundary and Board Apportionment

In October 2011, with the approval of Governor Rick Scott, the planning area boundary of the North Florida TPO was expanded to include all of Clay, Nassau and St. Johns Counties in addition to all of Duval County.

In a July 9, 2013 letter Governor Rick Scott reaffirmed the TPO boundary and apportionment of Board Membership.

Figure 2 depicts the TPO boundary.

## Unified Planning Work Program Participants

The following local agencies participate in the planning process of the North Florida TPO and with the exception of the Federal agencies are represented on one or more of the following committees: North Florida TPO Policy Board, CAC and TAC.

The local agencies are:

- City of Jacksonville Planning and Development Department
- City of Jacksonville Office of the Traffic Engineer, Department of Public Works
- City of Jacksonville, Environmental and Compliance Department, Environmental Quality Division
- City of Atlantic Beach
- City of Jacksonville Beach
- City of Neptune Beach
- Town of Baldwin
- JEA (electric-water-sewer utility for Jacksonville)
- Jacksonville Aviation Authority
- Jacksonville Port Authority
- Jacksonville Transportation Authority
- Clay County Planning Department
- Clay County Engineering Department
- Clay County Public Works Department
- City of Green Cove Springs
- Clay County Public Works Department
- Town of Orange Park
- City of Green Cove Springs
- Nassau County Growth Management Department
- Nassau County Engineering Services Department
- Nassau County Ocean Highway and Port Authority

- Northeast Florida Regional Council
- City of Fernandina Beach
- Town of Callahan
- St. Johns County Growth Management Services Department
- City of St. Augustine
- City of St. Augustine Beach
- St. Augustine-St. Johns County Airport Authority

The State agencies are:

- Florida Commission for the Transportation Disadvantaged
- Florida Department of Transportation

The Federal agencies are:

- Federal Highway Administration
- Federal Transit Administration
- U.S. Environmental Protection Agency
- U.S. Navy

The TPO adopted a policy manual containing rules and bylaws for the Policy Board, CAC and TAC. The manual, entitled Rules of Procedure and Bylaws was last updated in April 2013. Updates to the TAC and CAC Bylaws are anticipated to be complete in April 2022. The TPO Bylaws were amended in November 2017 and are currently undergoing an update in 2022. Copies are available at the TPO office at 980 North Jefferson Street, Jacksonville 32209 and on the TPO website [www.northfloridatpo.com](http://www.northfloridatpo.com).

The North Florida TPO maintains a Continuity of Operations Plan (COOP) to provide guidelines for the Board and staff to prepare for, respond during, and recover from a disruption in internal operations caused by natural or man-made events. This document was last updated on August 13, 2020.

Statewide and Metropolitan Planning Rules and Regulations (23 CFR 450) require metropolitan planning organizations to adopt a proactive public participation and intergovernmental consultation policy process that allows adequate opportunity for public officials and citizens to provide meaningful input when the TPO is

developing its plans and programs. The Public Involvement Plan (PIP) was adopted January 1994 and amended as follows: March 8, 2001; February 2007; December 2011 and April 2016. This plan was updated in April 2020. Copies of the plan are available at the TPO offices and on the TPO website [Home - North Florida TPO](#).

## Planning and Funding Agreements

In October 2011 Governor Rick Scott approved the North Florida TPO Boundary and Apportionment Plan expanding the TPO planning area boundary to include all of Clay, Nassau and St. Johns Counties. He reaffirmed this boundary and board membership apportionment in July 2013.

1. **Standard Interlocal Agreement:** This agreement was updated to reflect the expanded TPO planning area boundary. It ensures eligibility to receive federal capital and operating assistance pursuant to 23 U.S.C. 134 and Section 3(a)(s), f(a), 5(g)(1) and 5(1) of the Urban Mass Transit Act of 1964, as amended [49 U.S.C. 1602(a)(2), and 1604(g)(1)], and to implement and ensure a *continuing, cooperative and comprehensive* transportation planning process that results in coordinated plans and programs consistent with the comprehensively planned development of the affected urbanized area in cooperation with the Florida Department of Transportation. The agreement was adopted in April 2012 and subsequently endorsed and recorded in each of the four counties.
2. **Metropolitan Planning Agreement:** New federal and state financial requirements required a new Metropolitan Planning Agreement and invoicing procedures for the pass-through of federal (FHWA) funds to the North Florida TPO to complete the metropolitan planning tasks to be carried out in the North Florida TPO area. This new Metropolitan Planning Agreement will be effective July 1, 2022 and is a two-year agreement, coinciding with the two-year cycle of the UPWP. The UPWP will serve as the Scope of Services for the agreement.
3. **Intergovernmental Coordination and Review and Public Transportation Coordinated Joint Participation Agreement:** This agreement provides for coordination among the FDOT, the TPO and providers of public transportation including airport and seaport authorities; and provides a process through the Northeast Florida Regional Council for intergovernmental coordination and review, and to identify and resolve inconsistencies between proposed TPO plans and local government comprehensive plans should they arise. This agreement was approved April 14, 2016. ICAR agreement was reaffirmed on February 21, 2022.
4. **Transportation Regional Incentive Program (TRIP) Interlocal Agreement:** This agreement establishes the framework to create a regional transportation plan and designation of the TPO as the lead agency for coordinating the prioritization and submittal of TRIP eligible projects in Northeast Florida. The TRIP agency participants are Baker, Clay, Duval, Nassau, Putnam and St. Johns Counties. This agreement was approved April 10, 2014.



5. **Joint Participation Agreement FTA 5305d**: This agreement specifies how planning funds from the Federal Transit Administration are to be expended. Adopted April 5, 2019.

## Unified Planning Work Program Development

Developing the UPWP is initiated by soliciting requests for studies. Members of the TPO Policy Board, Technical Coordinating Committee and Citizens Advisory Committee are invited to submit their requests in January/February. Many study requests are approved by the local Boards of County Commissioners and forwarded to the TPO; others are submitted by other member organizations, agencies and citizens. The list of requested studies is then posted on the TPO website. For FY Fiscal Years 2022/23 and 2023/24, 31 requests were received. Staff then prepares and posts a draft UPWP to present to the Board and committees one month prior to the month of adoption. The UPWP is subject to review by the Citizens Advisory Committee and the Technical Advisory Committee prior to TPO Policy Board approval.

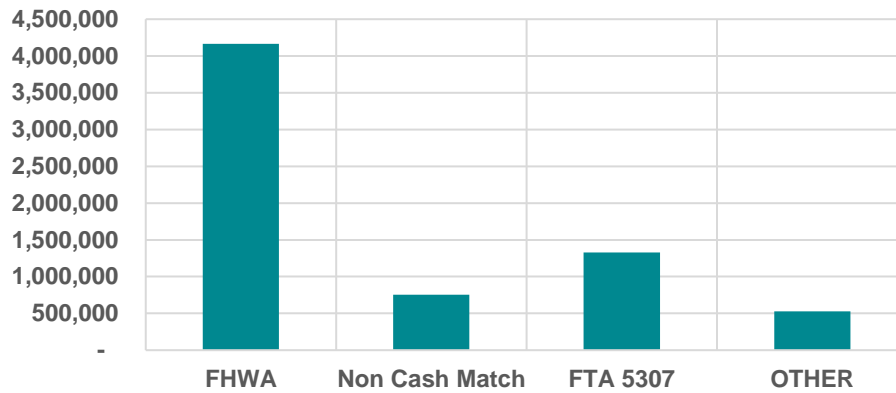
Projects in this UPWP are generally funded with federal, state and local funds. The graphs below summarize funding by source in each fiscal year.

FTA match requirements are 80 percent federal and a 20% soft match.

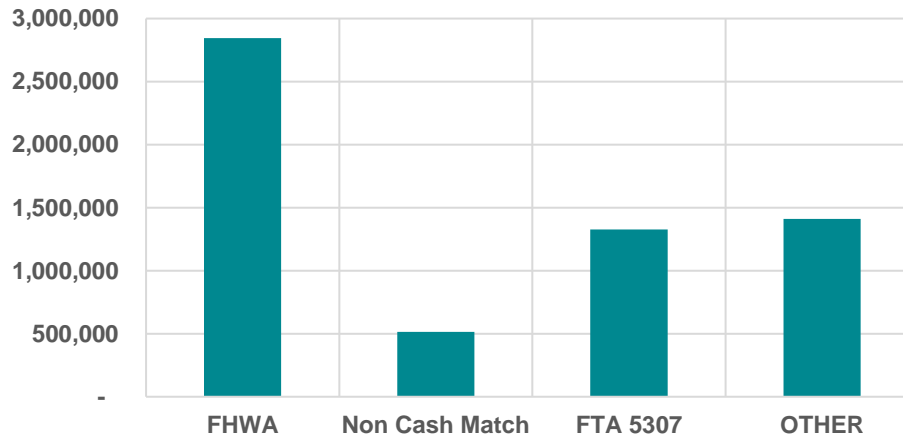
Section 120 of Title 23, U.S.C., permits a state to use certain toll revenue expenditures as a credit toward the no-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a “soft-match” provision that allows the federal share to be increased up to 100 percent to the extent credits are available. The “soft match” amount utilized to match FHWA funding in this UPWP is 18.07 percent of FHWA program funds for a total of \$752,350 in FY 2022/23 and \$513,968 in FY 2023/24.

The following federal statements and assurances are available in APPENDIX C: Debarment and Suspension Certification, Lobbying Certification for Grants, Loans, and Cooperative Agreements, Disadvantaged Business Enterprise Utilization, and Title VI/Nondiscrimination Assurance.

### FISCAL YEAR 2022/2023 BY FUNDING SOURCE



### FISCAL YEAR 2023/2024 BY FUNDING SOURCE



# Task 1—Administration

## Task 1 Administration

### **Purpose:**

Tasks managing the transportation planning process on a continuing basis. These include program management, administration and development.

### **Previous Work Completed:**

Prepare and distribute planning documents. Technical assistance and preparation of documents for the TPO Board and committees. Coordination with federal, state and local partners. Preparation of contracts, agreements and certification documents. Attendance at workshops and training.

### **Required Activities:**

- 1.1 Program Administration
- 1.2 Annual Audit
- 1.3 Travel/Training
- 1.4 Unified Planning Work Program
- 1.5 General Consultant Services

### **End Product**

Specific to Subtasks

### **Completion Date**

Refer to Subtask Sheets

**Responsible Agency: North Florida TPO**

## Task 1 Administration

2023							
Funding Source	FHWA		FFY 21 FTA 5305(d)			Local	FY 2023 Total
Contract Number	GX123		G2487				
Source Level	PL	SU	CMAQ	Federal	<i>Total</i>	Local Assessments	
Personnel (salary and benefits)	\$470,000	\$-	\$-	\$ 104,000	<b>\$104,000</b>	\$110,000	\$684,000
Consultant	\$193,928	\$33,870	\$-	\$-	\$-	\$20,000	\$247,798
Travel	\$-	\$-	\$-	\$-	\$-	\$25,000	\$25,000
Direct Expenses	\$170,000	\$-	\$-	\$-	\$-	\$143,263	\$313,263
Indirect Expenses	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Supplies	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Equipment	\$-	\$-	\$-	\$-	\$-	\$-	\$-
<b>2023 Totals</b>	<b>\$833,928</b>	<b>\$33,870</b>	<b>\$-</b>	<b>\$104,000</b>	<b>\$104,000</b>	<b>\$298,263</b>	<b>\$1,270,061</b>

**Task 1 Administration**

2024							
Funding Source	FHWA			Local			FY 2024 Total
Contract Number	GX123						
Source	PL	SU	CMAQ		Total	Local Assessments	
MPO Budget Reference							
Lookup Name	2024 FHWA GX123 (PL)	2024 FHWA GX123 (SU)	2024 FHWA GX123 (CMAQ)		2024(Total)	2024 Local(Local Assessments)	
Personnel (salary and benefits)	\$700,000	\$-	\$-	\$-	\$-	\$110,000	\$810,000
Consultant	\$397,719	\$12,000	\$-	\$-	\$-	\$20,000	\$429,719
Travel	\$-	\$-	\$-	\$-	\$-	\$25,000	\$25,000
Direct Expenses	\$170,000	\$-	\$-	\$-	\$-	\$118,000	\$288,000
Indirect Expenses	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Supplies	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Equipment	\$-	\$-	\$-	\$-	\$-	\$-	\$-
<b>2024 Totals</b>	<b>\$1,267,719</b>	<b>\$12,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$273,000</b>	<b>\$1,552,719</b>

# Task 1.1 – Program Administration

## Responsible Agency

North Florida Transportation Planning Organization

## Purpose

To manage the day to day operations of the agency and carry out the continuous, cooperative and comprehensive planning process for the metropolitan planning area.

## Previous Work

Prepare and distribute planning documents. Technical assistance and preparation of documents for the TPO Board and committees. Coordination with federal, state and local partners. Preparation of contracts, agreements and certification documents. Attendance at workshops and training.

## Required Activities

- Technical assistance and staff support to TPO Policy Board and Committees
- Prepare and distribute TPO materials (agenda packages, meeting minutes, resolutions, plans and documents)
- Coordination with partner agencies including FDOT and staff support for joint meetings
- Prepared and participate in annual Joint State TPO Certification and quadrennial TMA Certification
- Prepare and submit progress reports and invoices
- Review and update agreement and TPO administrative documents
- Maintain financial records
- Regular update of the North Florida TPO's Continuity of Operations Plan (COOP)
- TPO Staff and Board member travel and participation at general trainings, conferences and meetings including MPOAC and Model Task Force
- Selecting and managing consultant support
- Purchase office supplies, postage and equipment

## Task 1.1 – Program Administration

### Responsible Agency

#### North Florida Transportation Planning Organization

- Legal services
- New member training, educational workshops and events
- Personnel Administration
- Administration and ITS Support Services Agreement

### Milestones/End Product/Target Dates

- Monthly meetings of the TPO board and committees with the exception of January and July
- Annual Joint State-TPO Certification with submission in May 2023 and 2024
- Sound fiscal practices including monthly invoicing and progress reports
- Participate in MPOAC and Model Task Force Meetings (travel funded by Task 1.3)
- Ongoing maintenance of financial records
- Training for board and committee members provided as needed
- Acquire legal services when needed



**Task 1.1 Program Administration**  
**Fiscal Year 2022/23**

	-	<u>Carryforward FY 2122 5305(d)</u>			-	-
	<u>PL</u>	<u>Federal (80%)</u>	<u>Soft Match (20%)</u>	<u>Total</u>	<u>Local</u>	<u>Total</u>
<b>Personnel Services</b>	450,000	80,000	20,000	100,000	80,000	630,000
<b>Consultant Services</b>	-	-	-	-	-	-
<b>Direct Services</b>	-	-	-	-	-	-
Administrative/IT Support	30,000	-	-	-	-	30,000
Advertising	10,000	-	-	-	5,000	15,000
Building Expenses	30,000	-	-	-	5,000	35,000
Equipment	-	-	-	-	25,000	25,000
Equipment Rental	30,000	-	-	-	10,000	40,000
Insurance	30,000	-	-	-	10,000	40,000
Legal Services	-	-	-	-	50,000	50,000
Meetings	-	-	-	-	10,000	10,000
Memberships	-	-	-	-	10,000	10,000
Office Supplies	10,000	-	-	-	5,263	15,263
Payroll Processing	10,000	-	-	-	-	10,000
Printing/Copying	5,000	-	-	-	3,000	8,000
Software Maintenance	10,000	-	-	-	10,000	20,000
Telephone	5,000	-	-	-	-	5,000
Total Direct Expenses	170,000	-	-	-	143,263	313,263
<b>Grand Total</b>	<b>\$620,000</b>	<b>\$80,000</b>	<b>\$20,000</b>	<b>\$100,000</b>	<b>\$223,263</b>	<b>\$943,263</b>

**Task 1.1 Program Administration**  
**Fiscal Year 2023/24**

	<u>PL</u>	<u>Local</u>	<u>Total</u>
<b>Personnel Services</b>	650,000	80,000	730,000
<b>Consultant Services</b>	-	-	-
<b>Direct Services</b>			
Administrative/IT Support	30,000	-	30,000
Advertising	10,000	5,000	15,000
Building Expenses	30,000	5,000	35,000
Equipment	-	25,000	25,000
Equipment Rental	30,000	-	30,000
Insurance	30,000	-	30,000
Legal Services	-	50,000	50,000
Meetings	-	10,000	10,000
Memberships	-	10,000	10,000
Office Supplies	10,000	-	10,000
Payroll Processing	10,000	-	10,000
Printing/Copying	5,000	3,000	8,000
Software Maintenance	10,000	10,000	20,000
Telephone	5,000	-	5,000
Total Direct Expenses	170,000	118,000	288,000
<b>Grand Total</b>	<b>\$820,000</b>	<b>\$198,000</b>	<b>\$1,018,000</b>

## Task 1.2—Annual Audit

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

To provide an annual audit of the North Florida TPO to demonstrate compliance with federal and state regulations regarding the management and expenditure of FHWA (PL), FTA 5306(d) and FDOT funds.

### Previous Work

Annual Audit completed in December 2021.

### Required Activities

- A qualified auditor will be employed to perform the audit in accordance with the minimum schedule.
- The audit will meet Federal Management Regulations and comply with the Budget Super Circular requirements.
- Present the audit to the Finance Committee of the TPO Board.

### Milestones/End Product/Target Dates

- Following closeout of the fiscal year the Chief Financial Officer will forward all relevant financial documents to the auditor
- Draft audit prepared by the auditor and forwarded to the Chief Financial Officer and Executive Director for review and comment
- Audit presented to the Finance Committee by the end of calendar year 2023, 2024

**Task 1.2 Annual Audit**  
**Fiscal Year 2022/23**

	<u>Local</u>	<u>Total</u>
Personnel Services	5,000	5,000
Consultant Services	20,000	20,000
Direct Services	-	-
<b>Grand Total</b>	<b>\$25,000</b>	<b>\$25,000</b>

**Task 1.2 Annual Audit**  
**Fiscal Year 2023/24**

	<u>Local</u>	<u>Total</u>
Personnel Services	5,000	5,000
Consultant Services	20,000	20,000
Direct Services	-	-
<b>Grand Total</b>	<b>\$25,000</b>	<b>\$25,000</b>

## Task 1.3—Travel/Training

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

To insure staff remains up-to-date with state and federal planning regulations, planning tools and procedures by attending workshops, training, seminars, conferences and taking colleges courses. This task is funded entirely with local funds.

### Previous Work

Travel to regular meetings of the Florida Metropolitan Planning Advisory Council (MPOAC), the annual meeting of the Association of Metropolitan of Metropolitan Planning Organizations (AMPO), the Annual Conference of the Florida Commission for the Transportation Disadvantaged, FDOT statewide meetings and training, FHWA and FTA training and other pertinent meetings, training and conferences.

### Required Activities

- Travel to MPOAC meetings
- Member travel to MPOAC meetings and MPOAC Institute (elected officials training)
- Travel to annual Florida Transportation Disadvantaged Commission Conference
- Travel to other related conferences, seminars, workshops and training including the Annual Conference of the Association of Metropolitan Planning Organizations (AMPO), FDOT statewide meetings and trainings, FHWA and FTA training.

### Milestones/End Products/Target Dates

- Regular attendance at MPOAC Meetings
- Participation in the MPOAC Institute by 2 Board members annually
- Annual attendance of the AMPO Conferences
- Annual attendance of the TD Conferences

### Milestones/End Products/Target Dates (continued)

- Annual attendance of the Florida Model Task Force Meeting
- Other meetings, trainings and conferences

**Task 1.3 Travel/Training**  
**Fiscal Year 2022/23**

		<u>Local</u>	<u>Total</u>
<b>Personnel Services</b>		25,000	25,000
<b>Consultant Services</b>		-	-
<b>Direct Services</b>			
	Employee Travel	15,000	15,000
	Board Member Travel	10,000	10,000
	Total Direct Expenses	25,000	25,000
<b>Grand Total</b>		\$50,000	\$50,000

**Task 1.3 Travel/Training**  
**Fiscal Year 2023/24**

		<u>Local</u>	<u>Total</u>
<b>Personnel Services</b>		25,000	25,000
<b>Consultant Services</b>		-	-
<b>Direct Services</b>			
	Employee Travel	15,000	15,000
	Board Member Travel	10,000	10,000
	Total Direct Expenses	25,000	25,000
<b>Grand Total</b>		\$50,000	\$50,000

# Task 1.4 – Unified Planning Work Program

## Responsible Agency

North Florida Transportation Planning Organization

## Purpose

To develop the Unified Planning Work Program (UPWP) and amend as needed.

## Previous Work

Unified Planning Work Program for Fiscal Year 2020/21 through 2021/22

## Required Activities

- Coordinate with JTA to update tasks
- Solicit new tasks from member agencies, board and committee members and the public
- Review and incorporate state and federal emphasis areas
- Hold a public meeting prior to adoption
- Update metropolitan planning agreement

## Milestones/End Products/Target Dates

- Request studies from cities, counties and the general public, December 2022, 2023
- Prepare list of requested studies for presentation to the Board and Committees in February 2022, 2023
- Draft UPWP, April 2023 for presentation to the Board and Committees for adoption in May or June 2023
- Draft UPWP, March 15, 2024, draft for presentation to Board and Committees in April for adoption in May or June 2024
- Update of the Metropolitan Planning Agreement, action concurrent with adoption of the UPWP in 2023 and 2024
- Transmission of the adopted documents to FDOT subsequent to adoption
- Public meeting in May concurrent with the meeting for the TIP



**Task 1.4 Unified Planning Work Program**  
**Fiscal Year 2022/23**

	-	<u>Carryforward FY 2122 5305(d)</u>			-
	<u>PL</u>	<u>Federal (80%)</u>	<u>Soft Match (20%)</u>	<u>Total</u>	<u>Total</u>
Personnel Services	20,000	24,000	6,000	30,000	50,000
Consultant Services	-	-	-	-	-
Direct Services	-	-	-	-	-
<b>Grand Total</b>	<b>\$20,000</b>	<b>\$24,000</b>	<b>\$6,000</b>	<b>\$30,000</b>	<b>\$50,000</b>

**Task 1.4 Unified Planning Work Program**  
**Fiscal Year 2023/24**

	<u>PL</u>	<u>Total</u>
Personnel Services	50,000	50,000
Consultant Services	-	-
Direct Services	-	-
<b>Grand Total</b>	<b>\$50,000</b>	<b>\$50,000</b>

## Task 1.5 – General Consultant Services

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

Provide technical planning services, as needed, to supplement the efforts of the North Florida TPO staff. Funding is maintained in this task to allow the North Florida TPO to respond to unanticipated study requests and to supplement staff efforts when needed. All work is by work task order.

### Previous Work

The TPO circulated a Request for Proposal (RFP) in the first quarter of 2021 for General Consultant Services, completing the procurement process in July 2021 with the selection of Atkins, England Thims & Miller, Kimley Horn and Tindale Oliver. These are annual contracts with 4 renewals.

### Required Activities

Supplemental planning services by work task order.

### Milestones/End Products/Target Dates

- Work task orders as needed in Fiscal Years 2022/23 and 2023/24 with completion by the end of the fiscal year. Any funding remaining will be de-obligated.

**Task 1.5 General Consultant Services**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>SU</u>	<u>Total</u>
Personnel Services	-	-	-
Consultant Services	193,928	33,870	227,798
Direct Services	-	-	-
<b>Grand Total</b>	<b>\$193,928</b>	<b>\$33,870</b>	<b>\$227,798</b>

**Task 1.5 General Consultant Services**  
**Fiscal Year 2023/24**

	<u>PL</u>	<u>SU</u>	<u>Total</u>
Personnel Services	-	-	-
Consultant Services	397,719	12,000	409,719
Direct Services	-	-	-
<b>Grand Total</b>	<b>\$397,719</b>	<b>\$12,000</b>	<b>\$409,719</b>

# Task 2—Data Collection

<b>Task 2 Data Collection</b>	
<b>Purpose:</b>	
Tasks monitoring area travel characteristics and other factors affecting travel.	
<b>Previous Work Completed:</b>	
2016/17 Smart Region Master Plan, 2017/2018 Integrated Data Exchange, 2018/18 Congestion Management Process, 2019/20 Project Inventory System, 2019/20 Mobility for the Underserved, 2019/20 2045 Long Range Transportation Plan	
<b>Required Activities:</b>	
•2.1—Data Analytic Platforms Update	
<b>End Product</b>	<b>Completion Date</b>
Specific to Subtasks	Refer to Subtask Sheets
<b>Responsible Agency: North Florida TPO</b>	

**Task 2 Data Collection**

2023								
Funding Source	FHWA					FFY 21 FTA 5305(d)		FY 2023 Total
Contract Number	GX123					G2487		
Source Level	PL	SU	CMAQ		Total	Federal	Total	
Lookup Name	2023 FHWA GX123 (PL)	2023 FHWA GX123 (SU)	2023 FHWA GX123 (CMAQ)		2023 FHWA GX123 (Total)	2023 FFY 21 FTA 5305(d) G2487 (Federal)	2023 FFY 21 FTA 5305(d) G2487 (Total)	
Consultant	\$50,000	\$ 200,000	\$-	\$-	\$ 250,000	\$40,000	\$40,000	\$290,000
<b>2023 Totals</b>	<b>\$50,000</b>	<b>\$200,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$ 250,000</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$290,000</b>
2024								
Funding Source	FHWA							FY 2024 Total
Contract Number	GX123							
Source	PL	SU	CMAQ		Total		Total	
Lookup Name	2024 FHWA GX123 (PL)	2024 FHWA GX123 (SU)	2024 FHWA GX123 (CMAQ)		2024 FHWA GX123 (Total)		2024(Total)	
Consultant	\$100,000	\$ 200,000	\$-	\$-	\$ 300,000	\$-	\$-	\$300,000
<b>2024 Totals</b>	<b>\$100,000</b>	<b>\$200,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$ 300,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$300,000</b>

## Task 2.1 – Data Analytic Platforms Update

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

To update and enhance transportation planning data analytics tool maintained by the TPO to assist in planning tools and regional collaboration. All work activities will be by work task order.

### Previous Work

As part of the following prior projects, data analytics, sharing and collaboration tools were developed and enhanced.

- 2016/17 Smart Region Master Plan
- 2017/2018 Integrated Data Exchange
- 2018/18 Congestion Management Process
- 2019/20 Project Inventory System
- 2019/20 Mobility for the Underserved
- 2019/20 2045 Long Range Transportation Plan

### Required Activities

Could include the following:

- Add new data sources that may include
  - Census Data
  - Florida Geographic Data Library System data
  - Project studies
  - Annual traffic data reports
  - Annual safety data

- Pavement management systems on non-state roads for local agencies
- Transit data provided by JTA
  - Real-time TSM&O data
  - Data from Transportation Network Companies such as Uber and Lyft
- Develop or enhance specific use cases that may include:
  - Congestion Management Process Annual Mobility Report
  - Mobility for the Underserved
  - Smart St. Augustine
  - Smart Parking in the Jacksonville Beaches
  - Support for studies and project development activities

### Milestones/End Products/Target Dates

- Ongoing data collection and addition of new data sources
- Ongoing maintenance and update of the CMS dashboard including the addition of predictive analytics where appropriate and when sufficient data is available
- Annually update traffic count data
- Annually update performance data for FHWA performance measures/targets
- Annually update project inventory tool and TIP tools



**Task 2.1 Data Analytics**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>SU</u>	<u>Carryforward FY 2122 5305(d)</u>		<u>Total</u>	<u>Total</u>
			<u>Federal (80%)</u>	<u>Soft Match (20%)</u>		
Personnel Services	-	-	-	-	-	-
Consultant Services	50,000	200,000	40,000	10,000	50,000	300,000
Direct Services	-	-	-	-	-	-
<b>Grand Total</b>	\$50,000	\$200,000	\$40,000	\$10,000	\$50,000	\$300,000

**Task 2.1 Data Analytics**  
**Fiscal Year 2023/24**

	<u>PL</u>	<u>SU</u>	<u>Total</u>
Personnel Services	-	-	-
Consultant Services	100,000	200,000	300,000
Direct Services	-	-	-
<b>Grand Total</b>	\$100,000	\$200,000	\$300,000

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# Task 3—Transportation Improvement Program

<b>Task 3 Transportation Improvement Program</b>	
<b>Purpose:</b>	
Tasks related to developing the Transportation Improvement Program (TIP).	
<b>Previous Work Completed:</b>	
Developed the FY 2021/22 through 2025/26 Transportation Improvement Program (TIP) adopted September 13, 2021. Developed the 2022 Annual List of Priority Projects.	
<b>Required Activities:</b>	
<ul style="list-style-type: none"> <li>•3.1 Transportation Improvement Program</li> <li>•3.2 Annual List of Priority Projects</li> </ul>	
<b>End Product</b>	<b>Completion Date</b>
Specific to Subtasks	Refer to Subtask Sheets
<b>Responsible Agency: North Florida TPO</b>	

**Task 3 TIP**

2023											
Funding Source	FHWA					FFY 21 FTA 5305(d)					FY 2023 Total
Contract Number	GX123					G2487					
Source Level	PL	SU	CMAQ		Total	Federal				Total	
Lookup Name	2023 FHWA GX123 (PL)	2023 FHWA GX123 (SU)	2023 FHWA GX123 (CMAQ)		2023 FHWA GX123 (Total)	2023 FFY 21 FTA 5305(d) G2487 (Federal)				2023 FFY 21 FTA 5305(d) G2487 (Total)	
Personnel (salary and benefits)	\$35,000	\$-	\$-	\$-	<b>\$35,000</b>	\$12,000	\$-	\$-	\$-	<b>\$12,000</b>	\$47,000
Direct Expenses	\$9,600	\$-	\$-	\$-	<b>\$9,600</b>	\$-	\$-	\$-	\$-	<b>\$-</b>	\$9,600
<b>2023 Totals</b>	<b>\$44,600</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$44,600</b>	<b>\$12,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$12,000</b>	<b>\$56,600</b>

**Task 3 TIP**

2024											
Funding Source	FHWA										FY 2024 Total
Contract Number	GX123										
Source	PL	SU	CMAQ		Total					Total	
Lookup Name	2024 FHWA GX123 (PL)	2024 FHWA GX123 (SU)	2024 FHWA GX123 (CMAQ)		2024 FHWA GX123 (Total)					2024(Total)	
Personnel (salary and benefits)	\$50,000	\$-	\$-	\$-	<b>\$50,000</b>	\$-	\$-	\$-	\$-	\$-	\$50,000
Direct Expenses	\$9,600	\$-	\$-	\$-	<b>\$9,600</b>	\$-	\$-	\$-	\$-	\$-	\$9,600
<b>2024 Totals</b>	<b>\$59,600</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$59,600</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$59,600</b>

## Task 3.1 – Transportation Improvement Program

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

Develop a short-range multi-jurisdictional transportation improvement program to implement the adopted Long-Range Transportation Plan.

### Previous Work

Developed the FY 2021/22 through 2025/26 Transportation Improvement Program (TIP) adopted September 13, 2021.

### Required Activities

- Review projects proposed by local jurisdictions, member agencies and authorities and the Florida Department of Transportation (includes download of FDOT 5-Year Work Program)
- Review for consistency with Congestion Management Process and adopted Long Range Transportation Plan
- Incorporate performance measures/targets
- Coordinate with Data Transfer Solutions (consultant) to develop web-based TIP
- Present DRAFT document to local governments
- Public meeting

### Milestones/End Products/Target Dates

- Draft sections for the TIP for review by the TPO Board and Committees in April 2023 and April 2024
- Public presentations to local governments including county commissions and city councils, advisory committees and the public throughout the months of April and May
- Draft TIP presented to the TPO Board and Committees, May 2023 and May 2024

## Milestones/End Products/Target Dates

- Public meeting, May 2023 and May 2024
- Adoption June 2023 and June 2024 with transmittal to FDOT thereafter



### Task 3.1 Transportation Improvement Program

#### Fiscal Year 2022/23

	<u>PL</u>	<u>Carryforward FY 2122 5305(d)</u>		<u>Total</u>	<u>Total</u>
		<u>Federal (80%)</u>	<u>Soft Match (20%)</u>	<u>Total</u>	
<b>Personnel Services</b>	30,000	12,000	3,000	15,000	45,000
<b>Consultant Services</b>	-	-	-	-	-
<b>Direct Services</b>					
Software Maintenance	9,600	-	-	-	9,600
Total Direct Expenses	9,600	-	-	-	9,600
<b>Grand Total</b>	<b>\$39,600</b>	<b>\$12,000</b>	<b>\$3,000</b>	<b>\$15,000</b>	<b>\$54,600</b>

### Task 3.1 Transportation Improvement Program

#### Fiscal Year 2023/24

	<u>PL</u>	<u>Total</u>
<b>Personnel Services</b>	45,000	45,000
<b>Consultant Services</b>	-	-
<b>Direct Services</b>		
Software Maintenance	9,600	9,600
Total Direct Expenses	9,600	9,600
<b>Grand Total</b>	<b>\$54,600</b>	<b>\$54,600</b>

## Task 3.2 – Annual List of Priority Projects

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

Establish project priorities to guide the Florida Department of Transportation (FDOT) in programming federal transportation funding in the new fifth year of the FDOT 5-Year Work Program.

### Previous Work

2022 Annual List of Priority Projects

### Required Activities

Coordinate with member local governments and authorities to identify and prioritize projects.

### Milestone/End Products/Target Dates

- Request priority projects from local governments and authorities in December 2022, 2023
- Present a draft List of Priority Projects to the TPO Board and Committees in February 2031, 2024
- Adopt the List of Priority Projects in March 2023, 2024 and transmit to FDOT

**Task 3.2 Lists of Priority Projects**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>Total</u>
Personnel Services	5,000	5,000
Consultant Services	-	-
Direct Services	-	-
<b>Grand Total</b>	<b>\$5,000</b>	<b>\$5,000</b>

**Task 3.2 Lists of Priority Projects**  
**Fiscal Year 2023/24**

	<u>PL</u>	<u>Total</u>
Personnel Services	5,000	5,000
Consultant Services	-	-
Direct Services	-	-
<b>Grand Total</b>	<b>\$5,000</b>	<b>\$5,000</b>

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# Task 4—Long Range Transportation Plan

<b>Task 4 Long Range Transportation Plan</b>	
<b>Purpose:</b>	
Tasks related to developing the Long Range Transportation Plan and maintaining the TPO's travel demand model.	
<b>Previous Work Completed:</b>	
GIS and Model updating and maintenance, establish performance targets, LRTP amendments and modification, efficient transportation decision making, LRTP Updates	
<b>Required Activities:</b>	
<ul style="list-style-type: none"> <li>•4.1 Transportation Improvement Program</li> <li>•4.2 Establishing performance targets</li> <li>•4.3 2045 LRTP Amendments and Modifications</li> <li>•4.4 Efficient Transportation Decision Making</li> <li>•4.5 2050 Long Range Transportation Plan Update</li> </ul>	
<b>End Product</b>	<b>Completion Date</b>
Specific to Subtasks	Refer to Subtask Sheets
<b>Responsible Agency: North Florida TPO</b>	

**Task 4 LRTP**

**2023**

Funding Source	FHWA				FFY 21 FTA 5305(d)		FY 2023 Total	
	GX123				G2487			
Contract Number								
Source Level	PL	SU	CMAQ		Total	Federal	Total	
Lookup Name	2023 FHWA GX123 (PL)	2023 FHWA GX123 (SU)	2023 FHWA GX123 (CMAQ)		2023 FHWA GX123 (Total)	2023 FFY 21 FTA 5305(d) G2487 (Federal)	2023 FFY 21 FTA 5305(d) G2487 (Total)	
Personnel (salary and benefits)	\$55,000	\$15,000	\$-	\$-	<b>\$70,000</b>	\$56,000	<b>\$56,000</b>	\$126,000
Consultant	\$50,000	\$1,000,000	\$-	\$-	<b>\$1,050,000</b>	\$-	<b>\$-</b>	\$1,050,000
Direct Expenses	\$5,000	\$-	\$-	\$-	<b>\$5,000</b>	\$-	<b>\$-</b>	\$5,000
<b>2023 Totals</b>	<b>\$110,000</b>	<b>\$1,015,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$1,125,000</b>	<b>\$56,000</b>	<b>\$56,000</b>	<b>\$1,181,000</b>

**Task 4 LRTP**

**2024**

<b>Funding Source</b>	<b>FHWA</b>						<b>FY 2024 Total</b>	
<b>Contract Number</b>	<b>GX123</b>							
<b>Source</b>	<b>PL</b>	<b>SU</b>	<b>CMAQ</b>		<b>Total</b>		<b>Total</b>	
<b>Lookup Name</b>	<b>2024 FHWA GX123 (PL)</b>	<b>2024 FHWA GX123 (SU)</b>	<b>2024 FHWA GX123 (CMAQ)</b>		<b>2024 FHWA GX123 (Total)</b>		<b>2024(Total)</b>	
Personnel (salary and benefits)	\$ 125,000	\$15,000	\$-	\$ -	<b>\$ 140,000</b>	\$-	\$-	\$140,000
Consultant	\$50,000	\$-	\$-	\$ -	<b>\$50,000</b>	\$-	\$-	\$50,000
Direct Expenses	\$5,000	\$-	\$-	\$ -	<b>\$5,000</b>	\$-	\$-	\$5,000
<b>2024 Totals</b>	<b>\$180,000</b>	<b>\$15,000</b>	<b>\$-</b>	<b>\$ -</b>	<b>\$ 195,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$195,000</b>



## Task 4.1 – GIS/Model Update/Maintenance

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

Update and maintain a geographical information system (GIS) and travel demand modeling tools.

### Previous Work

- The model including all socio-economic data, analysis years and data were updated for the 2045 Long Range Transportation Plan Update.
- CUBE code was cleaned to reduce run time.
- DAYSIM was modified to allow testing of AV and shared mobility scenarios.

### Required Activities

- Frequent review and update of model networks and databases
- Develop maps as needed
- Technical support to model users
- Maintain/update model wiki page
- Provide training for model users
- Model update and enhancement

### Milestones/End Products/Target Dates

- Respond to questions from and assist model users as needed
- Develop a scope of work for model enhancements and execute a work task order for completion by June 2023, 2024
- Maintain and update the wiki page when changes following model enhancements
- Provide training for model users when needed, if consultant services are required a work task order will be issued for completion by June 2023/ June 2024

## Milestones/End Products/Target Dates

- Respond to request from staff and the public for GIS maps

**Task 4.1 GIS/Model Update Maintenance**

**Fiscal Year 2022/23**

	<u>PL</u>	<u>Carryforward FY 2122 5305(d)</u>		<u>Total</u>	<u>Total</u>
		<u>Federal (80%)</u>	<u>Soft Match (20%)</u>	<u>Total</u>	
<b>Personnel Services</b>	50,000	56,000	14,000	70,000	120,000
<b>Consultant Services</b>	50,000	-	-	-	50,000
<b>Direct Services</b>					
Software Maintenance	5,000	-	-	-	5,000
<b>Total Direct Services</b>	5,000	-	-	-	5,000
<b>Grand Total</b>	<b>\$105,000</b>	<b>\$56,000</b>	<b>\$14,000</b>	<b>\$70,000</b>	<b>\$175,000</b>

**Task 4.1 GIS/Model Update Maintenance**

**Fiscal Year 2023/24**

	<u>PL</u>	<u>Total</u>
<b>Personnel Services</b>	120,000	120,000
<b>Consultant Services</b>	50,000	50,000
<b>Direct Services</b>		
Software Maintenance	5,000	5,000
<b>Total Direct Services</b>	5,000	5,000
<b>Grand Total</b>	<b>\$175,000</b>	<b>\$175,000</b>

## Task 4.2 – Establishing Performance Targets

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

To adopt performance targets for safety, system performance, and bridge and pavement condition and update when required.

### Previous Work

The North Florida TPO has adopted all required performance targets. Performance data is maintained in the CMS Database/Dashboard and reported each year in the Annual Mobility Report.

### Required Activities

Coordinate with FDOT and transit agencies in target setting/updating. In FY 2022/23 the North Florida TPO will adopt Public Transit Agency Safety Plan (PTASP) targets.

### Milestone/End Products/Target Dates

- Adopt PTASP within 90 days of adoption of targets by the Jacksonville Transportation Authority, Sunshine Bus/St. Johns County and FDOT
- Update targets as needed

**Task 4.2 Establishing Performance Targets**  
**Fiscal Year 2022/23**

	<u>SU</u>	<u>Total</u>
Personnel Services	5,000	5,000
Consultant Services	-	-
Direct Services	-	-
<b>Grand Total</b>	<b>\$5,000</b>	<b>\$5,000</b>

**Task 4.2 Establishing Performance Targets**  
**Fiscal Year 2023/24**

	<u>SU</u>	<u>Total</u>
Personnel Services	5,000	5,000
Consultant Services	-	-
Direct Services	-	-
<b>Grand Total</b>	<b>\$5,000</b>	<b>\$5,000</b>

## Task 4.3—2045 Long Range Transportation Plan Amendments and Modifications

### Responsible Agency

**North Florida Transportation Planning Organization**

### Purpose

The 2045 Long Range Transportation Plan was adopted November 14, 2019. The 2050 Long Range Transportation Plan will be adopted in 2024. No amendments are planned, but should the need arise all work will be billed to this task.

### Previous Work

The 2045 Long Range Transportation Plan was adopted November 14, 2019.

### Required Activities

Depending on the nature and timing of the amendment additional modeling may be required. The extent of public involvement will depend on the number of counties impacted by the proposed change.

### Milestones/End Products/Target Dates

The North Florida TPO adopted Path Forward 2045 November 14, 2019. No amendments are anticipated in FY 2022/23 or 2024. The plan will only be amended if needed.

**Task 4.3 2045 LRTP Plan Amendments and Modifications**  
**Fiscal Year 2022/23**

	<u>SU</u>	<u>Total</u>
Personnel Services	10,000	10,000
Consultant Services	-	-
Direct Services	-	-
<b>Grand Total</b>	<b>\$10,000</b>	<b>\$10,000</b>

**Task 4.3 2045 LRTP Plan Amendments and Modifications**  
**Fiscal Year 2023/24**

	<u>SU</u>	<u>Total</u>
Personnel Services	10,000	10,000
Consultant Services	-	-
Direct Services	-	-
<b>Grand Total</b>	<b>\$10,000</b>	<b>\$10,000</b>

## Task 4.4 – Efficient Transportation Decision Making Process

### Responsible Agency

**North Florida Transportation Planning Organization**

### Purpose

To integrate FDOT's Efficient Transportation Decision Making Process (ETDM) in the North Florida TPO's transportation planning process.

### Previous Work

Staff participated in the ETDM process.

### Required Activities

Review and comment on potential socio-cultural effects of candidate transportation projects based on available information.

### Milestones/End Products/Target Dates

Staff will comment on FDOT submissions as needed in FY 2022/23 and 2023/24



**Task 4.4 Efficient Transportation Decision Making**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>Total</u>
Personnel Services	5,000	5,000
Consultant Services	-	-
Direct Services	-	-
<b>Grand Total</b>	<b>\$5,000</b>	<b>\$5,000</b>

**Task 4.4 Efficient Transportation Decision Making**  
**Fiscal Year 2023/24**

	<u>PL</u>	<u>Total</u>
Personnel Services	5,000	5,000
Consultant Services	-	-
Direct Services	-	-
<b>Grand Total</b>	<b>\$5,000</b>	<b>\$5,000</b>

## Task 4.5—2050 Long Range Transportation Plan Update

### Responsible Agency

**North Florida Transportation Planning Organization**

### Purpose

Fulfillment of federal planning requirement to develop a performance based long range transportation plan (LRTP) with at least a 20 year planning horizon and update it every 5 years

### Previous Work

Developed 2015 model base year socio-economic data and project scope for the 2045 LRTP..

### Required Activities

- Update, validate and calibrate travel demand model
- Public involvement utilizing appropriate communications platforms
- Develop 2035 and 2050 needs and cost feasible plans
- Incorporate federal planning factors
- Incorporate performance measures and develop system performance report
- Address vehicle electrification and automation
- Consider resiliency of the transportation system

### Milestones/End Products/Target Dates

Long Range Transportation Plan in FY 2023/24

**Task 4.5 2050 Long Range Transportation Plan Update**  
**Fiscal Year 2022/23**

	<u>SU</u>	<u>Total</u>
<b>Personnel Services</b>	-	-
<b>Consultant Services</b>	1,000,000	1,000,000
<b>Direct Services</b>	-	-
<b>Grand Total</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>

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# Task 5—Special Projects

<b>Task 5 Special Projects</b>	
<b>Purpose:</b>	
Studies to support airport, port, transit, corridor, and other special studies as needed.	
<b>Previous Work Completed:</b>	
Every year the TPO undertakes planning studies to support our member agencies. These studies are posted on our website at: <a href="https://northfloridatpo.com/planning/studies-initiatives">https://northfloridatpo.com/planning/studies-initiatives</a>	
<b>Required Activities:</b>	
<ul style="list-style-type: none"> <li>• 5.1 Annual Mobility Report</li> <li>• 5.2 SR 21/Highway 100 Traffic Study</li> <li>• 5.3 Regional Bike and Ped Study</li> <li>• 5.4 Regional Clean Fuels Master Plan</li> <li>• 5.5 Rogero Rd Corridor Study</li> <li>• 5.6 Sunbeam Rd Corridor Study</li> <li>• 5.7 Blue Zones Analysis</li> <li>• 5.8 SR 16 Corridor Study</li> </ul>	<ul style="list-style-type: none"> <li>• 5.9 CR 305 Extension Feasibility Study</li> <li>• 5.10 SR 200 Corridor Study</li> <li>• 5.11 Clay County Dirt Road Study</li> <li>• 5.12 Myrtle Ave Complete Streets Study</li> <li>• 5.13 SR13 Bike/Ped Gap Analysis, Future LOS Model and Implementation Strategy</li> <li>• 5.14 SR 21/Highway 100 Traffic Study</li> </ul>
<b>End Product</b>	<b>Completion Date</b>
Specific to Subtasks	Refer to Subtask Sheets
<b>Responsible Agency: North Florida TPO</b>	

### Task 5 Special Projects

2023							
Funding Source	FHWA			FFY 21 FTA 5305(d)			FY 2023 Total
Contract Number	GX123			G2487			
Source Level	PL	SU	CMAQ	Total	Federal	Total	
Lookup Name	2023 FHWA GX123 (PL)	2023 FHWA GX123 (SU)	2023 FHWA GX123 (CMAQ)	2023 FHWA GX123 (Total)	2023 FFY 21 FTA 5305(d) G2487 (Federal)	2023 FFY 21 FTA 5305(d) G2487 (Total)	
Consultant	\$1,105,000	\$76,130	\$-	\$1,181,130	\$91,096	\$91,096	\$1,272,226
<b>2023 Totals</b>	<b>\$1,105,000</b>	<b>\$76,130</b>	<b>\$-</b>	<b>\$1,181,130</b>	<b>\$91,096</b>	<b>\$91,096</b>	<b>\$1,272,226</b>
2024							
Funding Source	FHWA						FY 2024 Total
Contract Number	GX123						
Source	PL	SU	CMAQ	Total		Total	
Lookup Name	2024 FHWA GX123 (PL)	2024 FHWA GX123 (SU)	2024 FHWA GX123 (CMAQ)	2024 FHWA GX123 (Total)		2024(Total)	
Consultant	\$127,000	\$98,000	\$-	\$ 225,000	\$-	\$-	\$225,000
Supplies	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Equipment	\$-	\$-	\$-	\$-	\$-	\$-	\$-
<b>2024 Totals</b>	<b>\$127,000</b>	<b>\$98,000</b>	<b>\$-</b>	<b>\$ 225,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$225,000</b>

## Task 5.1 – Annual Mobility Report

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

To develop the TPO's Annual Mobility Report as part of the continuing congestion management process.

### Previous Work

In FY 2018/19 the TPO did an extensive update of the Congestion Management Process and created a format for the Annual Mobility Report. In each subsequent year an Annual Mobility Report has been produced.

### Required Activities

- Use FDOT's Mobility Performance Measures tool, BlueToad database and other relevant data to update the mobility performance status of key corridors in the region. Analyze vehicle probe data and other available data sources to assess reliability. Implement FAST Act performance measures adopted by FHWA for systems performance.

### Milestones/End Products/Target Dates

- Draft document for review March 2023, 2024
- Final document for publication and posting June 2023, 2024



**Task 5.1 Annual Mobility Report**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>SU</u>	<u>Carryforward FY 2122 5305(d)</u>		<u>Total</u>	<u>Total</u>
			<u>Federal (80%)</u>	<u>Soft Match (20%)</u>		
Personnel Services	-	-	20,000	5,000	25,000	25,000
Consultant Services	20,000	55,000	-	-	-	75,000
Direct Services	-	-	-	-	-	-
<b>Grand Total</b>	<b>\$20,000</b>	<b>\$55,000</b>	<b>\$20,000</b>	<b>\$5,000</b>	<b>\$25,000</b>	<b>\$100,000</b>

**Task 5.1 Annual Mobility Report**  
**Fiscal Year 2023/24**

	<u>PL</u>	<u>SU</u>	<u>Total</u>
Personnel Services	-	-	-
Consultant Services	20,000	55,000	75,000
Direct Services	-	-	-
<b>Grand Total</b>	<b>\$20,000</b>	<b>\$55,000</b>	<b>\$75,000</b>

## Task 5.2 – SR 21/Highway 100 (Clay County) Traffic Study

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

Identify and recommend potential safety/operational improvements within the SR 21/Hwy 100 intersection and surrounding corridor.

### Previous Work

Traffic and safety studies have been done for other corridors in Clay County

### Required Activities

- Review signals and recommend changes to improve conditions
- Review crash data and recommend safety improvements
- Recommend ITS improvements to improve traffic flow
- Community outreach

### Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2022
- Draft document for review March 2023
- Final document for publication and posting June 2023

**Task 5.2 SR 21/Highway 100 Traffic Study**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>SU</u>	<u>Total</u>
<b>Personnel Services</b>	-	-	-
<b>Consultant Services</b>	90,000	5,000	95,000
<b>Direct Services</b>	-	-	-
<b>Grand Total</b>	\$90,000	\$5,000	\$95,000

## Task 5.3—Regional Bike and Ped Study

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

This work effort will develop a regional bicycle and pedestrian master plan to identify gaps and opportunities to connect sidewalks trails and bicycle facilities to promote complete streets projects throughout our region.

### Previous Work

- 2019 Update to the Regional Greenways and Trails Master Plan
- A1A Complete Streets Corridor Study
- 14th Street Corridor Bicycle and Pedestrian Safety Study
- St Johns County Sidewalk Asset Strategy
- North Florida Pedestrian Safety Campaign
- Duval Schools Walkability Study

### Required Activities

- Review and update the bicycle and pedestrian network considering the Regional Greenways and Trails Master plan
- One or more public participation activities in each county identifying current deficiencies and enhancements
- On-line survey
- Recommendations on bike/ped facilities to enhance the multi-modal experience of road users

### Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2022
- Draft document for review March 2023
- Final document for publication and posting June 2023

**Task 5.3 Regional Bike and Ped Study**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>Total</u>
Personnel Services	-	-
Consultant Services	150,000	150,000
Direct Services	-	-
<b>Grand Total</b>	<b>\$150,000</b>	<b>\$150,000</b>

# Task 5.4 – Regional Alternative Fuels, Vehicles & Infrastructure Master Plan Update

## Responsible Agency

North Florida Transportation Planning Organization

## Purpose

To This study will identify opportunities and develop transition plans for use of zero-, no- and low-emission alternative fuel vehicles (AFVs) in the region's public sector fleets, including supporting fueling infrastructure consistent with new federal guidance, programs and funding sources. With new infrastructure bill and guidance the master plan will reflect opportunities for alternative fuels, connected vehicles, electric vehicles and automated vehicles.

## Previous Work

North Florida Alternative Fuels, Vehicles & Infrastructure Master Plan

## Required Activities

- Research opportunities to apply for grant funding to deploy alternative fuel vehicles and infrastructure
- Align regional partners to competitively pursue opportunities
- Identify specific regional and local projects as candidate projects

## Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2022
- Draft document for review March 2023
- Final document for publication and posting June 2023

**Task 5.4 Regional Clean Fuels Master Plan**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>Total</u>
<b>Personnel Services</b>	-	-
<b>Consultant Services</b>	150,000	150,000
<b>Direct Services</b>	-	-
<b>Grand Total</b>	\$150,000	\$150,000

## Task 5.5— Rogero Rd (Duval County) Corridor Study

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

Using Targeted Road Improvements for Pedestrian Safety (TRIPS) guidelines developed by the City of Jacksonville, this study will identify improvements and conceptual designs to create a better and safer walking experience on Rogero Rd between Lone Star Rd & Shady Oak Dr.

### Targeted Roadway Improvements for Pedestrian Safety (TRIPS)

### Previous Work

The TPO has performed several corridor studies for the City of Jacksonville.

### Required Activities

- Identify safety concerns/challenges
- Utilize the guidelines to design an active transportation friendly corridor
- Ongoing coordination with city staff in all activities including use of the guidelines and community participation
- Develop and promote an electronic survey to solicit public input consistent with the 2020 Public Participation Plan
- Develop a recommended schedule for implementation

### Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2022
- Draft document for review March 2023
- Final document for publication and posting June 2023



**Task 5.5 Rogero Rd Corridor Study**  
**Fiscal Year 2022/23**

	<u>-</u> <u>PL</u>	<u>-</u> <u>Total</u>
<b>Personnel Services</b>	-	-
<b>Consultant Services</b>	95,000	95,000
<b>Direct Services</b>	-	-
<b>Grand Total</b>	\$95,000	\$95,000

## Task 5.6 – Sunbeam Rd (Duval County) Corridor Study

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

Using Targeted Road Improvements for Pedestrian Safety (TRIPS) guidelines developed by the City of Jacksonville, this study will identify improvements and conceptual designs to create a better and safer walking experience on Sunbeam Rd.

### Targeted Roadway Improvements for Pedestrian Safety (TRIPS)

### Previous Work

The TPO has performed several corridor studies for the City of Jacksonville.

### Required Activities

- Identify safety concerns/challenges
- Utilize the guidelines to design an active transportation friendly corridor
- Ongoing coordination with city staff in all activities including use of the guidelines and community participation
- Develop and promote an electronic survey to solicit public input consistent with the 2020 Public Participation Plan
- Develop a recommended schedule for implementation

### Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2022
- Draft document for review March 2023
- Final document for publication and posting June 2023

**Task 5.6 Sunbeam Rd Corridor Study**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>SU</u>	<u>Federal (80%)</u>	<u>Soft Match (20%)</u>	<u>Total</u>	<u>Total</u>
	-	-	-	-	-	-
<b>Personnel Services</b>	-	-	-	-	-	-
<b>Consultant Services</b>	45,000	16,130	31,096	7,774	38,870	100,000
<b>Direct Services</b>	-	-	-	-	-	-
<b>Grand Total</b>	\$45,000	\$16,130	\$31,096	\$7,774	\$38,870	\$100,000

## Task 5.7 – Blue Zones Analysis

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

This study will assess the potential tradeoffs between speed limits, safety and traffic flow specifically targeted in the at risk communities residing in downtown Jacksonville and Beaches communities.

### Previous Work

The Blue Zones initiative studies the lifestyle characteristics that explain longevity, finding that these communities share traits relating to physical activity, having a sense of purpose, a healthy diet and (maybe most important) a sense of community. In the past year, Blue Zones interviewed 275 Jacksonville city leaders from 140 organizations, including governmental entities, nonprofits and the employers of more than 50,000 area residents. The Blue Zones team, made up of global experts in food systems, the built environment, tobacco and alcohol use, health equity, and happiness, will work with local experts and leaders to assess the highest priority needs and opportunities, as well as strengths and challenges.

### Required Activities

- Identify safety concerns/challenges
- Develop and promote an electronic survey to solicit public input consistent with the 2020 Public Participation Plan
- Quantify safety costs (using actual KABCO costs from the true breakdown of crashes on our facilities) of 6 lane facilities vs. 4 lane, and then what capacity the roads carry in a day.
- Report the findings in a draft and final report

### Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2022
- Draft document for review March 2023
- Final document for publication and posting June 2023

**Task 5.7 Blue Zones Analysis**  
**Fiscal Year 2022/23**

	-	<u>Carryforward FY 2122 5305(d)</u>			-	-
	<u>PL</u>	<u>Federal (80%)</u>	<u>Soft Match (20%)</u>	<u>Total</u>	<u>Total</u>	<u>Total</u>
<b>Personnel Services</b>	-	-	-	-	-	-
<b>Consultant Services</b>	50,000	20,000	5,000	25,000	75,000	75,000
<b>Direct Services</b>	-	-	-	-	-	-
<b>Grand Total</b>	\$50,000	\$20,000	\$5,000	\$25,000	\$75,000	\$75,000

## Task 5.8 – SR 16 (Clay County) Corridor Study

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

This study will look at potential access management, land use planning, major intersections, etc. to determine what steps can be taken to prevent deterioration of the operating performance of S.R. 16 from US 17 through Penney Farms to SR 21.

### Previous Work

No previous studies for this corridor.

### Required Activities

- Review crash history in the corridor
- Identify existing and proposed development in the corridor and address related access management issues
- Identify feasible strategies to improve the safety and performance of the corridor for all users
- Coordinate with the City of Jacksonville for public outreach

### Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2022
- Draft document for review March 2023
- Final document for publication and posting June 2023

**Task 5.8 SR 16 Corridor Study**  
**Fiscal Year 2022/23**

	-	<u>Carryforward FY 2122 5305(d)</u>			-
	<u>PL</u>	<u>Federal (80%)</u>	<u>Soft Match (20%)</u>	<u>Total</u>	<u>Total</u>
<b>Personnel Services</b>	-	-	-	-	-
<b>Consultant Services</b>	75,000	20,000	5,000	25,000	100,000
<b>Direct Services</b>	-	-	-	-	-
<b>Grand Total</b>	\$75,000	\$20,000	\$5,000	\$25,000	\$100,000

## Task 5.9 – CR 305 Extension Feasibility Study

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

This is a new road study to assess feasibility of constructing this road. The corridor is essentially an extension of the existing CR 305. The limits include starting from the north at SR 206 to the south at CR 13/CR 204. This CR 305 Extension is part of St Johns county long range north/south corridor from Race Track Road southward to CR 13/CR 204 as part of the I-95 reliever corridor. It will provide for safety and access to a growing community to the south called Flagler Estates.

### Previous Work

### Required Activities

- Identify one or more potential alignments/ROW
- Identify impacted jurisdictional wetlands
- Develop and promote an electronic survey to solicit public consistent with the 2020 Public Participation Plan

### Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2022
- Draft document for review March 2023
- Final document for publication and posting June 2023



**Task 5.9 CR 305 Extension Feasibility Study**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>Total</u>
Personnel Services	-	-
Consultant Services	100,000	100,000
Direct Services	-	-
<b>Grand Total</b>	<b>\$100,000</b>	<b>\$100,000</b>

## Task 5.10 – SR 200 Corridor Study

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

To investigate different concepts and impacts of widening SR 200 from CR 107 (Old Nassauville Road) to Amelia Island Parkway from 4 lane to 6 lanes (2.8 miles) – Includes widening of Shave Bridge.

### Previous Work

The North Florida TPO has conducted corridor studies in the past for Nassau County

### Required Activities

- Analyze existing conditions
- Data collection
- Review crash data
- Investigate and summarize ROW and environmental impacts

### Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2022
- Draft document for review March 2023
- Final document for publication and posting June 2023

**Task 5.10 SR 200 Corridor Study**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>Total</u>
<b>Personnel Services</b>	-	-
<b>Consultant Services</b>	100,000	100,000
<b>Direct Services</b>	-	-
<b>Grand Total</b>	\$100,000	\$100,000

## Task 5.11 – Clay County Dirt Road Study

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

The study will analyze Clay County's dirt road network and create a strategic plan to prioritize dirt roadways that are feasible to pave.

### Previous Work

None

### Required Activities

- Take inventory of Clay County's dirt road network
- Develop quantitative metrics to evaluate the expected value of paving each dirt road
- Produce a strategic plan to prioritize roadways that are feasible to pave

### Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2022
- Draft document for review March 2023
- Final document for publication and posting June 2023

**Task 5.11 Clay County Dirt Road Study**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>Total</u>
<b>Personnel Services</b>	-	-
<b>Consultant Services</b>	75,000	75,000
<b>Direct Services</b>	-	-
<b>Grand Total</b>	\$75,000	\$75,000

## Task 5.12—Myrtle Ave (Jacksonville) Complete Streets Study

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

Determine the feasibility of bicycle facilities to provide the highest level of comfort for nonmotorized users of all ages and abilities for travel along Myrtle Ave from Kings Rd (N) to Forest St (S), including a safe and comfortable undercrossing beneath I-95. Deliverables will include a final report with schematics/mapping detailing each type and location of bicycle facility along the route, in coordination with FDOT.

### Previous Work

### Required Activities

- Review FDOT Complete Street Guidance and North Florida TPO Context Sensitive Streets Guidelines
- Review crash data for the corridor
- Identify feasible improvements
- Coordinate with the City of Jacksonville for public outreach

### Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2022
- Draft document for review March 2023
- Final document for publication and posting June 2023

**Task 5.12 Myrtle Ave Complete Streets Study**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>Total</u>
<b>Personnel Services</b>	-	-
<b>Consultant Services</b>	80,000	80,000
<b>Direct Services</b>	-	-
<b>Grand Total</b>	\$80,000	\$80,000

# Task 5.13—SR13 Bike/Ped Gap Analysis, Future LOS Model and Implementation Strategy

## Responsible Agency

North Florida Transportation Planning Organization

## Purpose

SR13 north of SR16 is a mature neighborhood of St. Johns County. Development of Julington Creek neighborhoods and area schools has increased both vehicular traffic and local non-motorized traffic including group cycling. With the growing number of homes in River Town and areas near Race Track, as well as added or enhanced St. Johns County Parks, a review of SR13 LOS for motorized and non-motorized traffic will help to improve connectivity and livability.

## Previous Work

None

## Required Activities

- Data collection
- Model runs for current and future years for LOS analysis
- Recommendations to improve connectivity and LOS for motorized and non-motorized traffic

## Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2022
- Draft document for review March 2023
- Final document for publication and posting June 2023



**Task 5.13 SR13 Bike/Ped Gap Analysis, Future LOS Model and Implementation Strategy**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>Total</u>
Personnel Services	-	-
Consultant Services	75,000	75,000
Direct Services	-	-
<b>Grand Total</b>	<b>\$75,000</b>	<b>\$75,000</b>

## Task 5.14—Regional Freight Study

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

To update the North Florida Freight Logistics and Intermodal Framework Plan with a focus on the impacts of e-commerce and home delivery, and the impacts of national emergencies on the supply chain.

### Previous Work

- The North Florida Freight, Logistics and Intermodal Framework Plan, 2012
- Jacksonville Regional Distribution Center Study, 2018 •
- JAXPORT Origin-Destination Study, 2021

### Required Activities

- Review previous freight studies
- Review 2045 Long Range Transportation Plan
- Review Florida Freight Mobility and Trade Plan
- Aggregate and analyze relevant freight data
- Convene a meeting of professionals in the freight industry including but not limited to representatives of JAXPORT, the Port of Fernandina, North Florida Regional Airport and Jacksonville International Airport and trucking, logistics and rail industries to serve as a Steering Committee. •
- Coordinate with the FDOT District 2 Freight Coordinator •
- Public outreach consistent with the Public Participation Plan

### Milestones/End Products/Target Dates

- Public outreach consistent with the Public Participation Plan, Fall 2023
- Draft document for review March 2024
- Final document for publication and posting June 2024

**Task 5.14 Regional Freight Study**  
**Fiscal Year 2023/24**

	<u>PL</u>	<u>SU</u>	<u>Total</u>
<b>Personnel Services</b>	-	-	-
<b>Consultant Services</b>	107,000	43,000	150,000
<b>Direct Services</b>	-	-	-
<b>Grand Total</b>	<b>\$107,000</b>	<b>\$43,000</b>	<b>\$150,000</b>

# Task 6—Public Involvement

<b>Task 6 Public Involvement</b>	
<b>Purpose:</b>	
Tasks to support the TPO's ongoing public involvement activities	
<b>Previous Work Completed:</b>	
<ul style="list-style-type: none"> <li>• Coordinated half-day first annual Safe Streets Summit with about 150 attendees and speakers from around the country.</li> <li>• Coordinated varied advertising and advertorial opportunities in such publications as the Jacksonville Business Journal and Advantage Business Magazine; continued monthly meetings advertising in the FTU.</li> <li>• Helped coordinate Clean Fuels Outreach and events.</li> <li>• Assisted with Annual Report and other TPO brochures</li> <li>• 2020 Update of the Public Participation Plan</li> </ul>	
<b>Required Activities:</b>	
•6.1 Public Involvement Program	
<b>End Product</b>	<b>Completion Date</b>
Specific to Subtasks	Refer to Subtask Sheets
<b>Responsible Agency: North Florida TPO</b>	

## Task 6 Public Involvement

2023											
Funding Source	FHWA				FFY 21 FTA 5305(d)				Local		FY 2023 Total
Contract Number	GX123				G2487						
Source Level	PL	SU	CMAQ	Total	Federal	Total	Local Assessments	Total			
Lookup Name	2023 FHWA GX123 (PL)	2023 FHWA GX123 (SU)	2023 FHWA GX123 (CMAQ)	2023 FHWA GX123 (Total)	2023 FFY 21 FTA 5305(d) G2487 (Federal)	2023 FFY 21 FTA 5305(d) G2487 (Total)	2023 Local (Local Assessments)	2023 Local (Total)			
Personnel (salary and benefits)	\$50,000	\$-	\$-	\$ - <b>\$50,000</b>	\$40,000	<b>\$40,000</b>	\$-	\$-	\$90,000		
Consultant	\$170,000	\$-	\$-	\$ - <b>\$170,000</b>	\$32,000	<b>\$32,000</b>	\$-	\$-	\$202,000		
Direct Expenses	\$25,000	\$-	\$-	\$ - <b>\$25,000</b>	\$-	\$-	\$60,000	<b>\$60,000</b>	\$85,000		
<b>2023 Totals</b>	<b>\$245,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$ - \$245,000</b>	<b>\$72,000</b>	<b>\$72,000</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$377,000</b>		

**Task 6 Public Involvement**

2024										
Funding Source	FHWA					Local				FY 2024 Total
Contract Number	GX123									
Source	PL	SU	CMAQ		Total		Total	Local Assessments	Total	
Lookup Name	2024 FHWA GX123 (PL)	2024 FHWA GX123 (SU)	2024 FHWA GX123 (CMAQ)		2024 FHWA GX123 (Total)		2024(Total )	2024 Local(Local Assessments)	2024 Local(Total)	
Personnel (salary and benefits)	\$100,000	\$-	\$-	\$-	\$100,000	\$-	\$-	\$-	\$-	\$100,000
Consultant	\$210,000	\$-	\$-	\$-	\$210,000	\$-	\$-	\$-	\$-	\$210,000
Direct Expenses	\$25,000	\$-	\$-	\$-	\$25,000	\$-	\$-	\$60,000	\$60,000	\$85,000
<b>2024 Totals</b>	<b>\$335,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$335,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$395,000</b>

## Task 6.1 – Public Involvement

### Responsible Agency

**North Florida Transportation Planning Organization**

### Purpose

Continue to develop, implement and evaluate a proactive public involvement process using integrated marketing communications strategies that provide a two-way informational flow to reach key stakeholders, the media and the public. Enhancing the organization's visibility and reputation, educating the public about our purpose, studies and initiatives, and outreaching to and involving the regional community in the transportation planning process are critical components of a goal-based effort. The strategies include branding, relationship building, select sponsorships, print and electronic publications and an annual report, advertorials, media relations, social media, organizational and project print advertising, graphic design, PowerPoint presentations, website and select events, workshops and training opportunities.

### Previous Work

- Coordinated half-day first annual Safe Streets Summit with about 150 attendees and speakers from around the country.
- Coordinated varied advertising and advertorial opportunities in such publications as the Jacksonville Business Journal and Advantage Business Magazine; continued monthly meetings advertising in the FTU.
- Helped coordinate Clean Fuels Outreach and events.
- Assisted with Annual Report and other TPO brochures
- 2020 Update of the Public Participation Plan



## Task 6.1 – Public Involvement

### Responsible Agency

North Florida Transportation Planning Organization

### Required Activities

- Develop and update brochures and **study summaries** to promote the organization, our services and initiatives and to educate citizens, the media and primary stakeholders.
- Develop publish and distribute the **Annual Report** describing the TPO's current and planned activities and initiatives.
- Develop select organizational sponsorships that enhance visibility and align with the TPO's mission.
- Purchase photos and photographic services as needed that reflect our service area and activities.
- Review and update the Public Involvement Plan and evaluate its effectiveness on a continuing basis.
- Develop, implement and track social media channels about TPO activities and initiatives that further enhance TPO reputation and citizen understanding of transportation issues and initiatives. Improved E-communications and print brochures, updated database, and improved outreach through social media.
- Continue building relationships and partnerships with community organizations such as area Chambers of Commerce, civic groups, businesses, transportation entities and other organizations that fit into or compliment the TPO mission.
- Continue to advertise monthly meetings in the Florida Times Union and other public hearings or meetings accordingly.
- Continue building media relationships and partnerships for both proactive and reactive media situations, public affairs programming and editorial boards. Be a resource to the media re: broad transportation issues.
- Continue advertising/explore other opportunities with WJCT and First Coast Connect, the area's only weekday public affairs radio program; continue organizational advertising, advertorial opportunities in the Business Journal and other area publications.
- Review/update the Title VI Nondiscrimination and Limited English Proficiency Plans as needed.

## Task 6.1 – Public Involvement

### Responsible Agency

#### North Florida Transportation Planning Organization

- Continue to work with Citizens Advisory and Technical Coordinating Committees and TPO Policy Board.
- Continue to support the marketing efforts of the Clean Fuels Coalition.
- Publish a monthly electronic newsletter.

### Milestones/End Products/Target Dates

- Publish and distribute Annual Report June 2021, 2022
- Ongoing maintenance of TPO website and social media
- Electronically publish TPO newsletter monthly
- On-going promotion and advertising of all TPO meetings, plans and programs

**Task 6.1 Public Involvement**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>Carryforward FY 2122 5305(d)</u>		<u>Total</u>	<u>Local</u>	<u>Total</u>
		<u>Federal (80%)</u>	<u>Soft Match (20%)</u>			
Personnel Services	50,000	40,000	10,000	50,000	-	100,000
Consultant Services	170,000	32,000	8,000	40,000	-	210,000
Direct Services						-
Advertising	20,000	-	-	-	-	20,000
Meetings	-	-	-	-	10,000	10,000
Memberships	5,000	-	-	-	-	5,000
Other Business Related Items	-	-	-	-	10,000	10,000
Printing/Copying	-	-	-	-	10,000	10,000
Promotional Items	-	-	-	-	10,000	10,000
Software Maintenance	-	-	-	-	10,000	10,000
Sponsorships	-	-	-	-	10,000	10,000
Total Direct Services	25,000	-	-	-	60,000	85,000
<b>Grand Total</b>	<b>\$245,000</b>	<b>\$72,000</b>	<b>\$18,000</b>	<b>\$90,000</b>	<b>\$60,000</b>	<b>\$395,000</b>

**Task 6.1 Public Involvement**  
**Fiscal Year 2023/24**

		<u>PL</u>	<u>Local</u>	<u>Total</u>
<b>Personnel Services</b>		100,000	-	100,000
<b>Consultant Services</b>		210,000	-	210,000
<b>Direct Services</b>				
	Advertising	20,000	-	20,000
	Meetings	-	10,000	10,000
	Memberships	5,000	-	5,000
	Other Business Related Items	-	10,000	10,000
	Printing/Copying	-	10,000	10,000
	Promotional Items	-	10,000	10,000
	Software Maintenance	-	10,000	10,000
	Sponsorships	-	10,000	10,000
	Total Direct Services	25,000	60,000	85,000
<b>Grand Total</b>		<b>\$335,000</b>	<b>\$60,000</b>	<b>\$395,000</b>

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# Task 7—Systems Planning

<b>Task 7 Systems Planning</b>	
<b>Purpose:</b>	
Recurring planning studies and projects including bicycle/pedestrian planning, transit planning and transportation demand management (TDM).	
<b>Previous Work Completed:</b>	
See individual Subtask descriptions	
<b>Required Activities:</b>	
<ul style="list-style-type: none"> <li>• 7.1 Bicycle/Pedestrian Facilities Planning</li> <li>• 7.2 First Coast Commuter Services</li> <li>• 7.3 Transit Planning for the St. Augustine UA</li> <li>• 7.4 Smart North Florida Coalition</li> <li>• 7.5 Clean Fuels Coalition</li> <li>• 7.7 JTA Premium Transit and Fixed Guideway Service</li> <li>• 7.8 JTA Transit Development Plan Update</li> <li>• 7.9 JTA Transit Vision</li> <li>• 7.10 JTA Develop Transit Educational Campaign</li> <li>• 7.11 JTA General Transit and Regional Planning</li> </ul>	<ul style="list-style-type: none"> <li>• 7.12 JTA Sustainability Program</li> <li>• 7.13 JTA Strategic Technology Planning</li> <li>• 7.14 Transit Oriented Development</li> <li>• 7.15 JTA Transit Oriented Development (TOD) Planning</li> <li>• 7.16 JTA Transit Model Enhancements</li> <li>• 7.17 JTA Organizational Improvement</li> <li>• 7.18 JTA Transit Asset Management Plan (TAMP) Update</li> <li>• 7.19 JTA Operations Training Plan</li> <li>• 7.20 JTA Automateion Planning</li> <li>• 7.21 JTA Transit Facilities, ADA and DBE Planning</li> </ul>
<b>End Product</b>	<b>Completion Date</b>
Specific to Subtasks	Refer to Subtask Sheets
<b>Responsible Agency: North Florida TPO, Jacksonville Transportation Authority</b>	

Task 7 Systems Planning

2023												
Funding Source	FHWA				FTA 5307				Federal Other		Local	FY 2023 Total
Contract Number	GX123								USDOE			
Source Level	PL	SU	CMAQ	Total	Federal	Local	Other	Total	Federal	Total	Local Assessments	
MPO Budget Reference												
Lookup Name	2023 FHWA GX123 (PL)	2023 FHWA GX123 (SU)	2023 FHWA GX123	2023 FHWA GX123 (Total)	2023 FTA 5307	2023 FTA 5307	2023 FTA 5307	2023 FTA 5307 (Total)	2023 Federal Other USDOE	2023 Federal Other USDOE (Total)	2023 Local (Local Assessments)	
Personnel (salary and benefits)	\$ 45,000	\$ -	\$ 75,000	\$ 120,000	\$ 26,000	\$ 6,500	\$ -	\$ 32,500	\$ 45,000	\$ 45,000	\$ -	\$ 197,500
Consultant	\$ 60,000	\$ 175,000	\$ 70,000	\$ 305,000	\$ 1,300,400	\$ 325,100	\$ 909,846	\$ 2,535,346	\$ 27,500	\$ 27,500	\$ -	\$ 2,867,846
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ 120,000
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>2023 Totals</b>	<b>\$ 105,000</b>	<b>\$ 175,000</b>	<b>\$ 170,000</b>	<b>\$ 450,000</b>	<b>\$ 1,326,400</b>	<b>\$ 331,600</b>	<b>\$ 909,846</b>	<b>\$ 2,567,846</b>	<b>\$ 72,500</b>	<b>\$ 72,500</b>	<b>\$ 95,000</b>	<b>\$ 3,185,346</b>
2024												
Funding Source	FHWA				FTA 5307				Federal Other		Local	FY 2024 Total
Contract Number	GX123								USDOE			
Source	PL	SU	CMAQ	Total	Federal	Local	Other	Total	Federal	Total	Local Assessments	
MPO Budget Reference												
Lookup Name	2024 FHWA GX123 (PL)	2024 FHWA GX123 (SU)	2024 FHWA GX123	2024 FHWA GX123 (Total)	2024 FTA 5307	2024 FTA 5307	2024 FTA 5307	2024 FTA 5307 (Total)	2024 Federal Other USDOE	2024 Federal Other USDOE (Total)	2024 Local (Local Assessments)	
Personnel (salary and benefits)	\$ 45,000	\$ -	\$ 75,000	\$ 120,000	\$ 26,000	\$ 6,500	\$ -	\$ 32,500	\$ 45,000	\$ 45,000	\$ -	\$ 197,500
Consultant	\$ 60,000	\$ 175,000	\$ 70,000	\$ 305,000	\$ 1,300,400	\$ 325,100	\$ 909,846	\$ 2,535,346	\$ 27,500	\$ 27,500	\$ -	\$ 2,867,846
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ 120,000
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>2024 Totals</b>	<b>\$ 105,000</b>	<b>\$ 175,000</b>	<b>\$ 170,000</b>	<b>\$ 450,000</b>	<b>\$ 1,326,400</b>	<b>\$ 331,600</b>	<b>\$ 909,846</b>	<b>\$ 2,567,846</b>	<b>\$ 72,500</b>	<b>\$ 72,500</b>	<b>\$ 95,000</b>	<b>\$ 3,185,346</b>



## Task 7.1 – Bicycle/Pedestrian Facilities Planning

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

Ensure bicyclists and pedestrians are considered in all planning and programming of transportation facilities including roads, trails and transit.

### Previous Work

The Regional Bicycle and Pedestrian Plan was completed in October 2013. Subsequently, a number of focus area plans recommended in the plan were completed. In 2019 a Regional Multi-Use Trails Master Plan was developed.

### Required Activities

- Implement recommendations of the Regional Bicycle and Pedestrian Plan and Regional Multi-Use Master Plan
- Develop SunTrails and Transportation Alternative Program (TAP) priorities for inclusion in the Annual List of Priority Projects
- Promote bicycle and pedestrian safety
- Support and when possible provide appropriate training for local planners, engineers, enthusiasts and advocates
- Support the Bicycle and Pedestrian Working Group

### Milestone/End Product/Target Dates

- Quarterly meetings of the Bicycle and Pedestrian Working Group, FY 2021, 2022
- Submit TAP and SunTrails priorities through the List of Priority Projects

**Task 7.1 Bicycle/Pedestrian Facilities Planning**  
**Fiscal Year 2022/23**

		<u>PL</u>	<u>Local</u>	<u>Total</u>
<b>Personnel Services</b>		45,000	-	45,000
<b>Consultant Services</b>		-	-	-
<b>Direct Services</b>		-	-	-
	Meetings	-	3,000	3,000
	Printing/Copying	-	1,000	1,000
	Training	-	1,000	1,000
	Total Direct Services	-	5,000	5,000
<b>Grand Total</b>		\$45,000	\$5,000	\$50,000

**Task 7.1 Bicycle/Pedestrian Facilities Planning**  
**Fiscal Year 2023/24**

		<u>PL</u>	<u>Local</u>	<u>Total</u>
<b>Personnel Services</b>		\$45,000	\$-	\$45,000
<b>Consultant Services</b>		\$-	\$-	\$-
<b>Direct Services</b>		\$-	\$-	\$-
	Meetings	\$-	\$3,000	\$3,000
	Printing/Copying	\$-	\$1,000	\$1,000
	Training	\$-	\$1,000	\$1,000
	Total Direct Services	\$-	\$5,000	\$5,000
<b>Grand Total</b>		\$45,000	\$5,000	\$50,000

## Task 7.2—First Coast Commuter Services

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

To promote the North Florida TPO's "Cool to Pool" commuter assistance program to encourage alternatives to driving alone by forming carpools and vanpools that help reduce regional road congestion and energy use.

### Previous Work

The ride-matching software that drives the commuter assistance program has been updated to improve the web user interface, to improve its marketability to employers and is easy to use for employees, with the ability to offer incentives, and to record keep.

### Required Activities

- Support Cool to Pool Ride Matching Program

### Milestones/End Product/Target Dates

- Annual funding for support of web-based ride matching

**Task 7.2 First Coast Commuter Services**  
**Fiscal Year 2022/23**

		<u>CM</u>	<u>Total</u>
<b>Personnel Services</b>		-	-
<b>Consultant Services</b>		-	-
<b>Direct Services</b>		-	-
	Memberships	800	800
	Software Maintenance	19,200	19,200
	Total Direct Services	20,000	20,000
<b>Grand Total</b>		\$20,000	\$20,000

**Task 7.2 First Coast Commuter Services**  
**Fiscal Year 2023/24**

		<u>CM</u>	<u>Total</u>
<b>Personnel Services</b>		\$-	\$-
<b>Consultant Services</b>		\$-	\$-
<b>Direct Services</b>		\$-	\$-
	Memberships	\$800	\$800
	Software Maintenance	\$19,200	\$19,200
	Total Direct Services	\$20,000	\$20,000
<b>Grand Total</b>		\$20,000	\$20,000

## Task 7.3—Transit Planning for the St. Augustine UA

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

To assist the St. Johns County Commission and the Council on Aging in providing transit services in the St. Augustine Urbanized Area (UA).

### Previous Work

The North Florida TPO provided funding assistance to the St. Augustine UA to develop a Transit Development Plan, staff training and a Transit Quality of Service Survey.

### Required Activities

- Develop Transit Development Plan
- Provide assistance as requested

### Milestones/End Products/Target Dates

- Annual update of the Transit Development Plan, June 2021, 2022
- Provided assistance as requested

**Task 7.3 Transit Planning for the St. Augustine UA**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>Total</u>
Personnel Services	-	-
Consultant Services	60,000	60,000
Direct Services	-	-
<b>Grand Total</b>	<b>\$60,000</b>	<b>\$60,000</b>

**Task 7.3 Transit Planning for the St. Augustine UA**  
**Fiscal Year 2023/24**

	<u>PL</u>	<u>Total</u>
Personnel Services	-	-
Consultant Services	60,000	60,000
Direct Services	-	-
<b>Grand Total</b>	<b>\$60,000</b>	<b>\$60,000</b>

## Task 7.4 – SMART North Florida Coalition

### Responsible Agency

North Florida Transportation Planning Organization

### Purpose

To champion implementation of the Smart Region Master Plan adopted in FY 2017

### Previous Work

The North Florida ITS Coalition has been re-branded as the Smart North Florida Coalition. Smart North Florida started as an outgrowth of the North Florida Transportation Planning Organization (TPO) Intelligent Transportation Systems program for Clay, Duval, Nassau and St. Johns counties. Smart North Florida focuses resource investment in three areas: regional collaboration, data coordination and smart technology. These investments are strategically deployed to improve the lives of all citizens in our region.

### Required Activities

- Oversee the Regional ITS architecture
- Champion ITS, automated and connected vehicles, smart parking and street lights and other technologies identified in the plan
- Oversee ongoing pilot and demonstration projects and project implementation
- Apply for state and federal grants to fund project implementation and program advancement

### Milestone/End Product

- Annual Coalition meetings
- Pursue grant opportunities
- Coordinate with project sponsors

**Task 7.4 Smart North Florida**  
**Fiscal Year 2022/23**

	<u>PL</u>	<u>SU</u>	<u>Local</u>	<u>Total</u>
<b>Personnel Services</b>	-	-	-	-
<b>Consultant Services</b>	-	175,000	-	175,000
<b>Direct Services</b>	-	-	-	-
Sponsorship	-	-	75,000	75,000
Total Direct Services	-	-	75,000	75,000
<b>Grand Total</b>	\$-	\$175,000	\$75,000	\$250,000

**Task 7.4 Smart North Florida**  
**Fiscal Year 2023/24**

	<u>SU</u>	<u>Local</u>	<u>Total</u>
<b>Personnel Services</b>	-	-	-
<b>Consultant Services</b>	175,000	-	175,000
<b>Direct Services</b>	-	-	-
Sponsorship	-	75,000	75,000
Total Direct Services	-	75,000	75,000
<b>Grand Total</b>	\$175,000	\$75,000	\$250,000



## Task 7.5—Clean Fuels Coalition

### Responsible Agency

**North Florida Transportation Planning Organization**

### Purpose

To reduce the dependence on imported oil, develop regional economic opportunities and improve air quality by advancing alternative fuels and vehicles, idle reduction technologies, hybrid electric vehicles, fuel blends and fuel economy measures.

### Previous Work

In 2015 the Clean Fuels Coalition submitted an application for designation as Clean Cities Program to the U.S. Department of Energy (USDOE). The Coalition was designated in April 2016. A very successful biannual Alternative Fueled Vehicles Expo was held at the Adam F. Hebert University Center at the University of North Florida. It featured presentations about alternative fuels and displays highlighting a broad array of alternative fueled vehicles covering the fuel spectrum.

### Required Activities

- Regular stakeholder meetings
- Encourage vehicle fleet and fuel conversions
- Facilitate installation of electric charging infrastructure through the Charge Well Program
- Host/sponsor events promoting alternative fuels/vehicles

### Milestones/End Product/Target Dates

- Annual Reports to USDOE, June 2021, 2022
- Stakeholder meetings as needed
- At least one targeted event annually

**Task 7.5 Clean Fuels Coalition**  
**Fiscal Year 2022/23**

	<u>CM</u>	<u>Local</u>	<u>Other (USDOE)</u>	<u>Total</u>
<b>Personnel Services</b>	75,000	-	45,000	120,000
<b>Consultant Services</b>	70,000	-	27,500	97,500
<b>Direct Services</b>				
Advertising	3,000	5,000	-	8,000
Meetings	-	3,000	-	3,000
Memberships	2,000	5,000	-	7,000
Other Business Related Items	-	1,000	-	1,000
Sponsorships	-	1,000	-	1,000
Total Direct Services	5,000	15,000	-	20,000
<b>Grand Total</b>	<b>\$150,000</b>	<b>\$15,000</b>	<b>\$72,500</b>	<b>\$237,500</b>

**Task 7.5 Clean Fuels Coalition**  
**Fiscal Year 2023/24**

	<u>CM</u>	<u>Local</u>	<u>Other</u>	<u>Total</u>
<b>Personnel Services</b>	75,000	-	45,000	120,000
<b>Consultant Services</b>	70,000	-	27,500	97,500
<b>Direct Services</b>				
Advertising	3,000	5,000	-	8,000
Meetings	-	3,000	-	3,000
Memberships	2,000	5,000	-	7,000
Other Business Related Items	-	1,000	-	1,000
Sponsorships	-	1,000	-	1,000
Total Direct Services	5,000	15,000	-	20,000
<b>Grand Total</b>	<b>\$150,000</b>	<b>\$15,000</b>	<b>\$72,500</b>	<b>\$237,500</b>

## Task 7.7 – JTA Premium Transit and Fixed Guideway Service

## Responsible Agency

**Jacksonville Transportation Authority**

## Purpose

The purpose of this task is to provide frequent, limited-stop, easy and reliable premium transit and modernization of fixed guideway services in Jacksonville. Identify and evaluate corridors that may benefit from high frequency, premium transit service in the region using the “investment grade” transit planning to model different route scenarios. Improve transit enhancements in the corridors to support economic development and promote sustainable urban land use patterns. Program plans, planning studies, and environmental analysis will be completed for premium transit and fixed guideway services including: transit modeling and spatial database software, NEPA analysis, infrastructure analysis and other analysis as required for these projects.

## Previous Work

- The Transit Concept and Alternatives Review (TCAR) studies for the conversion of the current Skyway infrastructure for the U<sup>2</sup>C system have been completed.
- Preliminary system planning has been completed for the Skyway Modernization/U<sup>2</sup>C system environmental documentation has been completed for the Skyway infrastructure conversion to U<sup>2</sup>C.
- Planning and environmental documentation was completed for the five (5) corridors in the existing Bus Rapid Transit (BRT) system.
- Feasibility studies have been completed on Commuter Rail services.

## Required Activities

- The National Environmental Policy Act (NEPA) environmental analysis for premium transit and fixed guideway services as well as any needed preliminary planning and analysis will be performed.

## Milestones/End Product/Target Dates

- Premium transit study – On-going
- NEPA documentation – On-going

**Task 7.7 JTA Premium Transit and Fixed Guideway Service**  
**Fiscal Year 2022/23**

	<u>FTA 5307</u>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	8,000	2,000	-	10,000
Consultant Services	432,000	108,000	-	540,000
Direct Services	-	-	-	-
<b>Grand Total</b>	\$440,000	\$110,000	-	\$550,000

**Task 7.7 JTA Premium Transit and Fixed Guideway Service**  
**Fiscal Year 2023/24**

	<u>FTA 5307</u>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	\$8,000	\$2,000	\$-	\$10,000
Consultant Services	\$432,000	\$108,000	\$-	\$ 540,000
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	\$440,000	\$110,000	\$-	\$ 550,000

## Task 7.8—JTA Transit Development Plan Update

### Responsible Agency

Jacksonville Transportation Authority

### Purpose

Every five years the JTA must update the 10-year Transit Development Plan (TDP) consistent with the Florida Department of Transportation (FDOT) requirements. Minor updates are required annually.

### Previous Work

In 2019, the JTA completed the Transit Development Plan (2019 – 2029) major update as required. Annual minor updates were completed in 2020 and 2021 as required.

### Required Activities

This task includes the required minor updates to the TDP based on current data and analysis. This task also includes the required major updates to the TDP as required every 5 years by both federal and state statutes. Updates will be based on assessment and analysis of past years accomplishments that include, but are not limited to: system changes; ridership patterns; and future system planning. Costs and revenues will be documented and budgets updated accordingly. A comprehensive public involvement plan will be carried out as a part of the major update

### Milestones/End Product/Target Dates

- Transit Development Plan Minor Update – Completion date:  
September 2022
- Transit Development Plan Minor Update – Completion date:  
September 2023

**Task 7.8 Transit Development Plan Update**  
**Fiscal Year 2022/23**

	<u>FTA 5307</u>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	-	-	-	-
Consultant Services	16,000	4,000	-	20,000
Direct Services	-	-	-	-
<b>Grand Total</b>	<b>\$16,000</b>	<b>\$4,000</b>	<b>\$-</b>	<b>\$20,000</b>

**Task 7.8 Transit Development Plan Update**  
**Fiscal Year 2023/24**

	<u>FTA 5307</u>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	\$-	\$-	\$-	\$-
Consultant Services	\$16,000	\$4,000	\$-	\$20,000
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	<b>\$16,000</b>	<b>\$4,000</b>	<b>\$-</b>	<b>\$20,000</b>

## Task 7.9 – JTA Transit Vision

### Responsible Agency

**Jacksonville Transportation Authority**

### Purpose

The purpose of this task is to develop a transit vision and transition strategy for the agency to position JTA to use the latest technologies and services to provide transportation services.

### Previous Work

- JTA implemented the Blueprint for Transit Excellence (BTE) several years ahead of schedule. The BTE was the first holistic review of the JTA network and service delivery since the early 1980's. The BTE was updated in 2018 to include automation.
- In 2020, JTA updated the agency transit vision plan to include emerging technologies; alternative services; transit oriented development and demographic/economic analysis.
- JTA updated service design standards as part of the Transit Development Plan (TDP), which sets forth transit service delivery objectives and actions to meet them and support the JTA's strategic plan goals.
- JTA developed educational campaigns, design promotional materials and service branding and produced events.

### Required Activities

JTA will update its strategic plan using the latest technology, and including alternative service delivery methods, mobility management, autonomous transit service, mobility hub development and workforce development strategies.

### Milestones/End Product/Target Dates

- Strategic plan development – On-going



**Task 7.9 Transit Vision**  
**Fiscal Year 2022/23**

	FTA 5307			
	Federal	Local Match	Other	Total
Personnel Services	-	-	-	-
Consultant Services	56,000	14,000	-	70,000
Direct Services	-	-	-	-
<b>Grand Total</b>	\$56,000	\$14,000	\$-	\$70,000

**Task 7.9 Transit Vision**  
**Fiscal Year 2023/24**

	FTA 5307			
	Federal	Local Match	Other	Total
Personnel Services	\$-	\$-	\$-	\$-
Consultant Services	\$56,000	\$14,000	\$-	\$70,000
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	\$56,000	\$14,000	\$-	\$70,000

## Task 7.10—JTA Develop Transit Educational Campaign

### Responsible Agency

**Jacksonville Transportation Authority**

### Purpose

The purpose of this task is to improve accessibility to transit by producing educational and informational materials regarding JTA's transit services.

### Previous Work

The previous work included the development of the First Coast Flyer (FCF) awareness and service launch campaign for the Green, the Blue, and the Red lines. The activities consisted of developing a message, brand, video collateral, website, outreach assistance and event launch planning.

### Required Activities

The planning activities will continue for the awareness of existing or new service offered by the JTA. In addition, the planning for the educational campaign for the U<sup>2</sup>C program and the mobility management/hub program will be undertaken. JTA will engage a marketing consultant to develop materials that will alert the public to existing and new services that may include, but not limited to new technology like real-time passenger information; mobile ticketing; and new routes and service. Informational materials will include the development of community level maps to make using the system easier for existing and new riders to understand. The consultant will work with strategic planning in conjunction with the marketing consultant/department to help develop a message and a supporting internal/external educational campaign. In addition the funding will be used to help develop and promote the agency strategic planning efforts which seek to address the agency's future vision and mission as it relates to potential future premium transit services.

### Milestones/End Products/Target Dates

- Education materials development – On-going
- Marketing plan and collateral development – On-going

**Task 7.10 Develop Transit Educational Campaign**  
**Fiscal Year 2022/23**

	FTA 5307			Total
	Federal	Local Match	Other	
Personnel Services	6,000	1,500	-	7,500
Consultant Services	54,000	13,500	-	67,500
Direct Services	-	-	-	-
<b>Grand Total</b>	<b>\$60,000</b>	<b>\$15,000</b>	<b>\$-</b>	<b>\$75,000</b>

**Task 7.10 Develop Transit Educational Campaign**  
**Fiscal Year 2023/24**

	FTA 5307			Total
	Federal	Local Match	Other	
Personnel Services	\$6,000	\$1,500	\$-	\$7,500
Consultant Services	\$54,000	\$13,500	\$-	\$67,500
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	<b>\$60,000</b>	<b>\$15,000</b>	<b>\$-</b>	<b>\$75,000</b>

## Task 7.11 – JTA General Transit and General Planning

### Responsible Agency

Jacksonville Transportation Authority

### Purpose

This task includes local and regional transit planning.

### Previous Work

- In December 2014, JTA unveiled the Route Optimization Initiative (ROI) which overhauled JTA's bus routes making them more frequent and direct while expanding service on weekends and evenings.
- JTA launched the Nassau Express Select service in 2018, the St. Johns and Baker Express Selects in 2020, and the Clay Express Select is scheduled to launch January 2022.
- The JTA is also in the midst of a system reimagining similar to ROI known as the NEXT Service Enhancements that is being phased across three service changes (September 2021, January 2022, and May 2022).

### Required Activities

JTA will continue to evaluate route performance and implement service changes to meet established performance standards and improve service reliability. Studies will be performed to evaluate potential system expansion, route consolidation, modifications to community shuttle service, service changes to accommodate the introduction of the First Coast Flyer (FCF) routes, commuter services, park and ride facilities and maintenance and storage decentralization, passenger ferry and maritime-related planning activities such as customer surveys, rate studies, landside and terminal planning and design will be considered. Additionally, studies will be performed to evaluate potential service enhancements; express routes; coordinated regional paratransit; regional park-and-ride facilities, and regional connections identified in the Regional Transit Action Plan. Methods to improve access for bicycle pedestrians and for pedestrian walkways and crossings will also be evaluated. Planning efforts will also consider and incorporate transit development plans of transit providers in the region and the Northeast Florida Coordinated Mobility Plan to develop a coordinated regional approach to providing transit.

### Milestones/End Products/Target Dates

- Planning studies – As needed
- Performance analysis – On-going

**Task 7.11 General Transit and Regional Planning**  
**Fiscal Year 2022/23**

	<b>FTA 5307</b>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	-	-	-	-
Consultant Services	160,000	40,000	-	200,000
Direct Services	-	-	-	-
<b>Grand Total</b>	\$160,000	\$40,000	\$-	\$200,000

**Task 7.11 General Transit and Regional Planning**  
**Fiscal Year 2023/24**

	<b>FTA 5307</b>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	\$-	\$-	\$-	\$-
Consultant Services	\$160,000	\$40,000	\$-	\$ 200,000
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	\$160,000	\$40,000	\$-	\$ 200,000

## Task 7.12—JTA Sustainability Program

### Responsible Agency

**Jacksonville Transportation Authority**

### Purpose

The purpose of this task is to make sustainability part of JTA’s strategic objectives by implementing design practices and using capital construction methods and materials that are environmentally responsible; make good business sense; and respond to the needs of the community.

### Previous Work

- JTA completed several energy-efficient projects, including a LED retrofit of the Kings Avenue Garage; LED retrofit of high-mast lighting at the Myrtle Avenue campus; and implemented a recycling program at its Myrtle Avenue campus.
- A sustainability inventory was completed listing current projects and potential future projects.
- The JTA Sustainability Plan was completed in FY 2018.

### Required Activities

JTA will designate a sustainability champion to lead an organizational sustainability inventory that crosses all sectors of the organization this includes, but is not limited to: Employing practices in design and capital construction, such as using sustainable building materials, recycled materials, and solar and other renewable energy sources to make facilities as 'green' as possible; employing practices in operations and maintenance such as reducing hazardous waste, increasing fuel efficiency, creating more efficient lighting and using energy-efficient propulsion systems; employing community-based strategies to encourage land use and transit-oriented development designed that increase public transit ridership; and establishing an outreach program (awareness-raising and education) on sustainability for all staff of your organization. Continue to submit and improve APTA Sustainability measurements for transit.

### Milestones/End Products/Target Dates

- Implementation of Sustainability Plan Elements – On-going
- Monitoring of JTA Sustainability Goals – On-going

**Task 7.12 Sustainability Program**  
**Fiscal Year 2022/23**

	<b>FTA 5307</b>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	-	-	-	-
Consultant Services	120,000	30,000	-	150,000
Direct Services	-	-	-	-
<b>Grand Total</b>	<b>\$120,000</b>	<b>\$30,000</b>	<b>\$-</b>	<b>\$150,000</b>

**Task 7.12 Sustainability Program**  
**Fiscal Year 2023/24**

	<b>FTA 5307</b>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	\$-	\$-	\$-	\$-
Consultant Services	\$120,000	\$30,000	\$-	\$ 150,000
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	<b>\$120,000</b>	<b>\$30,000</b>	<b>\$-</b>	<b>\$ 150,000</b>

## Task 7.13—JTA Strategic Technology Planning

### Responsible Agency

**Jacksonville Transportation Authority**

### Purpose

The purpose of this task is to update the strategic technology plan for the agency's IT regional services.

### Previous Work

- JTA has developed a technology plan.
- JTA has developed Transportal software to assist regional trip-making.
- JTA has also developed a payment smart phone application, GPS location software (NextBus) application, and other technology product implementation.

### Required Activities

With increasing technology innovations related to smart phones, GPS and autonomous vehicle and smart city applications, JTA will continuously monitor and evaluate the technology plan to assure JTA has a plan for funding and implementation of state-of the art-transit technology.

### Milestones/End Product/Target Dates

- Update strategic technology plan – On-going
- Monitor transit technologies – On-going



**Task 7.13 Strategic Technology Plan**  
**Fiscal Year 2022/23**

	<b>FTA 5307</b>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
<b>Personnel Services</b>	4,000	-	1,000	5,000
<b>Consultant Services</b>	36,000	-	9,000	45,000
<b>Direct Services</b>	-	-	-	-
<b>Grand Total</b>	\$40,000	\$-	\$10,000	\$50,000

**Task 7.13 Strategic Technology Plan**  
**Fiscal Year 2023/24**

	<b>FTA 5307</b>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
<b>Personnel Services</b>	\$4,000	\$1,000	\$-	\$5,000
<b>Consultant Services</b>	\$36,000	\$9,000	\$-	\$45,000
<b>Direct Services</b>	\$-	\$-	\$-	\$-
<b>Grand Total</b>	\$40,000	\$10,000	\$-	\$50,000

## Task 7.14—JTA Transit Oriented Development

### Responsible Agency

**Jacksonville Transportation Authority**

### Purpose

The purpose of this task is to complete comprehensive TOD planning studies funded through FTA's Pilot Program for Transit-Oriented Development Planning for the JTA First Coast Flyer (FCF) Green Line corridor and southeast (SE) commuter rail line corridor. JTA was awarded \$942,624 for the FCF Green Line TOD planning study in 2019 and \$877,068 for the SE commuter TOD planning study in 2020 from the grant program. The studies are being conducted simultaneously.

### Previous Work

JTA received \$1,015,280 from FTA's Pilot Program for Transit-Oriented Development Planning in 2018 to plan for TOD along the proposed Ultimate Urban Circulator (U<sup>2</sup>C), which is the planned modernization of the existing Skyway monorail system in Jacksonville into an autonomous circulator.

### Required Activities

- The second year of the prior UPWP will be amended to include half of the funding for the studies since they are currently underway, and the remaining funding will be included in the first year of the current UPWP.
- With improved economic conditions and funding of additional transit corridors by FTA plus development of alternative service delivery methods, a continuous planning process for TOD planning around transit services and assets will provide coordination with regional planning agencies and the development community to enhance land use around transit assets

### Milestone/End Product/Target Dates

- TOD planning – On-going

**Task 7.14 Transit Oriented Development**  
**Fiscal Year 2022/23**

	<u>Federal</u>	<u>Local Match</u>	<u>FTA 5307</u>	<u>Other</u>	<u>Total</u>
Personnel Services	-	-	-	-	-
Consultant Services	-	-	-	909,846	909,846
Direct Services	-	-	-	-	-
<b>Grand Total</b>	\$-	\$-	\$-	\$909,846	\$909,846

**Task 7.14 Transit Oriented Development**  
**Fiscal Year 2023/24**

	<u>Federal</u>	<u>Local Match</u>	<u>FTA 5307</u>	<u>Other</u>	<u>Total</u>
Personnel Services	\$-	\$-	\$-	\$-	\$-
Consultant Services	\$-	\$-	\$-	\$909,846	\$ 909,846
Direct Services	\$-	\$-	\$-	\$-	\$-
<b>Grand Total</b>	\$-	\$-	\$-	\$909,846	\$ 909,846

## Task 7.15—JTA Transit Oriented Development (TOD) Planning

### Responsible Agency

**Jacksonville Transportation Authority**

### Purpose

The purpose of this task is to update by transit corridor or transit mobility hub area Joint Use and Transit Oriented Development plan to form partnerships with private developers and enhancing land use around transit services and facilities

### Previous Work

JTA developed a comprehensive assessment of the highest and best use of JTA's surplus properties, multiple development scenarios based on the analysis and strategies identified, financial modeling for each scenario, sensitivity analysis to evaluate various zoning or other market-related options, joint development or other potential development structures, environmental assessments and appraisals of the Authorities development portfolio. JTA also has worked on Comprehensive Plan updates and local government zoning to better incorporate transit-oriented development.

### Required Activities

TOD planning around transit services and assets will be a continuous process and will require coordination with local and regional planning agencies as well as the development community to enhance land use around transit assets..

### Milestone/End Product/Target Dates

- TOD Planning – On-going

**Task 7.15 - Transit Oriented Development (TOD) Planning**  
**Fiscal Year 2022/23**

	<u>FTA 5307</u>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	-	-	-	-
Consultant Services	80,000	20,000	-	100,000
Direct Services	-	-	-	-
<b>Grand Total</b>	<b>\$80,000</b>	<b>\$20,000</b>	<b>\$-</b>	<b>\$100,000</b>

**Task 7.15 - Transit Oriented Development (TOD) Planning**  
**Fiscal Year 2023/24**

	<u>FTA 5307</u>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	\$-	\$-	\$-	\$-
Consultant Services	\$80,000	\$20,000	\$-	\$ 100,000
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	<b>\$80,000</b>	<b>\$20,000</b>	<b>\$-</b>	<b>\$ 100,000</b>

## Task 7.16—JTA Transit Model Enhancements

### Responsible Agency

Jacksonville Transportation Authority

### Purpose

The purpose of this task is to enhance the travel demand models for the JTA to plan and analyze local and regional transit services and alternative transit services as well as conducting better transit path/access building. This task will also include development of ridership forecasts for grant applications or transit planning analysis and the revision of traffic analysis zones (TAZ) structures and mode choice and transit assignments to improve network accuracy.

### Previous Work

- Developed the transit network for the North East Regional Planning Model – Activity Based (NERPM-AB) as part of the Long Range Transportation Plan (LRTP) 2045 update
- Updated the Simplified Trips-on-Project Software (STOPS) model for the most recent service change
- Developed ridership forecasts for the Bay Street Innovation Corridor (BSIC) segment of the U<sup>2</sup>C
- Developed ridership forecasts for the proposed Downtown Trolley
- Developed ridership forecasts for the Clay Community Transportation (CCT) Green Line and Clay County Express Select service
- Updated the Transit Boardings Estimation and Simulation Tool (TBEST) for the April 2021 and September 2021 service changes

### Required Activities

JTA will continue to improve its travel demand models with state-of-the-art practices to analyze existing and future transit services.

### Milestones/End Products/Target Dates

- Model coordination – On-going
- Model upgrades – On-going
- Modeling transit alternatives – On-going

**Task 7.16 Transit Model Enhancements**  
**Fiscal Year 2022/23**

	<u>FTA 5307</u>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	-	-	-	-
Consultant Services	40,000	10,000	-	50,000
Direct Services	-	-	-	-
<b>Grand Total</b>	\$40,000	\$10,000	\$-	\$50,000

**Task 7.16 Transit Model Enhancements**  
**Fiscal Year 2023/24**

	<u>FTA 5307</u>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	\$-	\$-	\$-	\$-
Consultant Services	\$40,000	\$10,000	\$-	\$50,000
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	\$40,000	\$10,000	\$-	\$50,000

## Task 7.17 – JTA Organizational Improvement and Customer Focused Initiative

### Responsible Agency

Jacksonville Transportation Authority

### Purpose

The purpose of this task is to develop customer satisfaction surveys, educational campaigns, and event plans to generate awareness for JTA's long range planning projects and transit services.

### Previous Work

JTA developed customer satisfaction surveys, educational campaigns, design promotional materials and service branding and produced events.

### Required Activities

JTA will promote, educate, and survey the public on JTA's existing service and long range planning initiatives and transit services that include, but are not limited to: U<sup>2</sup>C; alternative transportation services; regional services; First Coast Flyer; passenger ferry; Mobility Works; the Mobility Optimization through Vision and Excellence (MOVE) Plan; and the Local Option Gas Tax (LOGT) projects.

### Milestones/End Product/Target Dates

- Develop strategic plans for educational campaigns – As needed
- Produce events – As needed
- Facilitate outreach efforts – As needed
- Customer surveys – As needed



**Task 7.17 Organizational Improvement**  
**Fiscal Year 2022/23**

	<u>FTA 5307</u>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	-	-	-	-
Consultant Services	70,400	17,600	-	88,000
Direct Services	-	-	-	-
<b>Grand Total</b>	<b>\$70,400</b>	<b>\$17,600</b>	<b>\$-</b>	<b>\$88,000</b>

**Task 7.17 Organizational Improvement**  
**Fiscal Year 2023/24**

	<u>FTA 5307</u>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	\$-	\$-	\$-	\$-
Consultant Services	\$70,400	\$17,600	\$-	\$88,000
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	<b>\$70,400</b>	<b>\$17,600</b>	<b>\$-</b>	<b>\$88,000</b>

## Task 7.18 – JTA Transit Asset Management Plan (TAMP) Update

### Responsible Agency

Jacksonville Transportation Authority

### Purpose

FTA requires grantees and sub-recipients to develop and implement JTA will update the current plan every four years.

### Previous Work

JTA updated the Transit Asset Management Plan (TAMP) in 2018.

### Required Activities

The product of this task will be a comprehensive Transit Asset Management Plan that integrates perspectives of the entire organization, thereby allowing JTA to make informed decisions regarding investment priorities, based on sound data and clear organizational objectives.

### Milestones/End Product/Target Date

- TAMP updates – On-going

**Task 7.18 Transit Asset Management Plan (TAMP) Update**  
**Fiscal Year 2022/23**

	FTA 5307			
	Federal	Local Match	Other	Total
Personnel Services	-	-	-	-
Consultant Services	20,000	5,000	-	25,000
Direct Services	-	-	-	-
<b>Grand Total</b>	<b>\$20,000</b>	<b>\$5,000</b>	<b>\$-</b>	<b>\$25,000</b>

**Task 7.18 Transit Asset Management Plan (TAMP) Update**  
**Fiscal Year 2023/24**

	FTA 5307			
	Federal	Local Match	Other	Total
Personnel Services	\$-	\$-	\$-	\$-
Consultant Services	\$20,000	\$5,000	\$-	\$25,000
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	<b>\$20,000</b>	<b>\$5,000</b>	<b>\$-</b>	<b>\$25,000</b>

## Task 7.19 – JTA Operations Training Plan

### Responsible Agency

Jacksonville Transportation Authority

### Purpose

The purpose of this task is to establish and embrace a customer-centric culture Authority-wide and operationalize customer empathy and expectations within six key areas as we relocated to a new facility with daily direct interaction with our customer and the community. Those identified areas are considered in our project charter as our safety plan, service plan, legislative approach, engagement approach, amenities considerations and our TOD engagement.

### Previous Work

Operator training in other key areas was conducted.

### Required Activities

Training curriculum will continue to be developed and executed to support this initiative for all Transit Operations employees. Bus Operators and dispatchers will engage in several training series specific to transformative culture/customer service, communication and safety.

### Milestones/End Product/Target Date

- Plan for and execute training curriculum – On-going

**Task 7.19 Operations Training Plan**  
**Fiscal Year 2022/23**

	FTA 5307			Total
	Federal	Local Match	Other	
Personnel Services	4,000	1,000	-	5,000
Consultant Services	36,000	9,000	-	45,000
Direct Services	-	-	-	-
<b>Grand Total</b>	<b>\$40,000</b>	<b>\$10,000</b>	<b>\$-</b>	<b>\$50,000</b>

**Task 7.19 Operations Training Plan**  
**Fiscal Year 2023/24**

	FTA 5307			Total
	Federal	Local Match	Other	
Personnel Services	\$4,000	\$1,000	\$-	\$5,000
Consultant Services	\$36,000	\$9,000	\$-	\$45,000
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	<b>\$40,000</b>	<b>\$10,000</b>	<b>\$-</b>	<b>\$50,000</b>

## Task 7.20 – JTA Automation Planning

### Responsible Agency

Jacksonville Transportation Authority

### Purpose

JTA is advancing autonomous transit services. As a part of this advancement, the Ultimate Urban Circulator (U<sup>2</sup>C) Skyway Modernization studies have been conducted. With technology changing daily, there is the constant need to update plans for technology and the integration of user data/ perceptions. The service needs, technology products, user needs and perceptions, and infrastructure needs are all a part of continual planning for autonomous transit services

### .Previous Work

The Skyway Modernization Program encompassed a number of studies leading to the U<sup>2</sup>C plan.

### Required Activities

Continuous updating of autonomous transit needs and plans; including Skyway U<sup>2</sup>C extensions; agile plans; user surveys; user data collection; technology data collection; and infrastructure integration.

### Milestones/End Product/Target Dates

- Automation planning – On-going

**Task 7.20 Automation Planning**  
**Fiscal Year 2022/23**

	FTA 5307			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	4,000	1,000	-	5,000
Consultant Services	60,000	15,000	-	75,000
Direct Services	-	-	-	-
<b>Grand Total</b>	<b>\$64,000</b>	<b>\$16,000</b>	<b>\$-</b>	<b>\$80,000</b>

**Task 7.20 Automation Planning**  
**Fiscal Year 2023/24**

	FTA 5307			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	\$4,000	\$1,000	\$-	\$5,000
Consultant Services	\$60,000	\$15,000	\$-	\$75,000
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	<b>\$64,000</b>	<b>\$16,000</b>	<b>\$-</b>	<b>\$80,000</b>

## Task 7.21 – JTA Transit Facilities, ADA and DBE Planning

### Responsible Agency

Jacksonville Transportation Authority

### Purpose

The purpose of this task is to plan for transit facilities and assuring accessibility and compliance with all FTA requirements is needed for the growing JTA transit system while monitoring the use DBE qualified contractors

### Previous Work

- Developed a bus stop database and Bus Stop ADA Transition Plan
- Conducted park and ride studies
- Developed a Facility Master Plan

### Required Activities

JTA will continue to study and plan for the growing JTA system and services, as well as the monitoring of the status of DBE contractors will be required. These studies, plans and monitoring activities will include but not be limited to: bus stop ADA accessibility studies, bus stop GIS database reporting; park and ride facilities; satellite facilities; and mobility hubs.

### Milestone/End Product/Target Dates

- Transit facilities & accessibility planning – On-going



**Task 7.21 Transit Facilities**  
**Fiscal Year 2022/23**

	<u>FTA 5307</u>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	-	-	-	-
Consultant Services	120,000	30,000	-	150,000
Direct Services	-	-	-	-
<b>Grand Total</b>	<b>\$120,000</b>	<b>\$30,000</b>	<b>\$-</b>	<b>\$150,000</b>

**Task 7.21 Transit Facilities**  
**Fiscal Year 2023/24**

	<u>FTA 5307</u>			
	<u>Federal</u>	<u>Local Match</u>	<u>Other</u>	<u>Total</u>
Personnel Services	\$-	\$-	\$-	\$-
Consultant Services	\$120,000	\$30,000	\$-	\$ 150,000
Direct Services	\$-	\$-	\$-	\$-
<b>Grand Total</b>	<b>\$120,000</b>	<b>\$30,000</b>	<b>\$-</b>	<b>\$ 150,000</b>

# Budget Tables

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Funding Source Table

Contract	Funding Source	Source Level			FY 2023 Funding Source			FY 2024 Funding Source		
			2023	2024	Soft Match	Federal	Local	Soft Match	Federal	Local
G2487	FFY 21 FTA 5305(d)	Federal	\$ 375,096	\$ -	\$ 93,774.00	\$ 375,096.00	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>FFY 21 FTA 5305(d) G2487 TOTAL</b>	<b>\$ 375,096</b>	<b>\$ -</b>	<b>\$ 93,774</b>	<b>\$ 375,096</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
GX123	FHWA	CMAQ	\$ 170,000	\$ 170,000	\$ 37,494.20	\$ 170,000.00	\$ -	\$ 37,494.20	\$ 170,000.00	\$ -
		PL	\$ 2,493,528	\$ 2,174,319	\$ 549,957.90	\$ 2,493,528.00	\$ -	\$ 479,555.04	\$ 2,174,319.00	\$ -
		SU	\$ 1,500,000	\$ 500,000	\$ 330,831.20	\$ 1,500,000.00	\$ -	\$ 110,277.07	\$ 500,000.00	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>FHWA GX123 TOTAL</b>	<b>\$ 4,163,528</b>	<b>\$ 2,844,319</b>	<b>\$ 918,283</b>	<b>\$ 4,163,528</b>	<b>\$ -</b>	<b>\$ 627,326</b>	<b>\$ 2,844,319</b>	<b>\$ -</b>	
	Local	Local Assessments	\$ 453,263	\$ 428,000	\$ -	\$ -	\$ 453,263.00	\$ -	\$ -	\$ 428,000.00
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Local TOTAL</b>	<b>\$ 453,263</b>	<b>\$ 428,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 453,263</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 428,000</b>	
USDOE	Federal Other	Federal	\$ 72,500	\$ 72,500	\$ -	\$ 72,500.00	\$ -	\$ -	\$ 72,500.00	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Federal Other USDOE TOTAL</b>	<b>\$ 72,500</b>	<b>\$ 72,500</b>	<b>\$ -</b>	<b>\$ 72,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 72,500</b>	<b>\$ -</b>	
<b>TOTAL</b>			<b>\$ 5,064,387</b>	<b>\$ 3,344,819</b>	<b>\$ 1,012,057</b>	<b>\$ 4,611,124</b>	<b>\$ 453,263</b>	<b>\$ 627,326</b>	<b>\$ 2,916,819</b>	<b>\$ 428,000</b>

## Agency Participation

Funding Source	FFY 21 FTA 5305(d)		FHWA		Local		Federal Other	
	Contract		GX123				USDOE	
Fiscal Year	2023	2024	2023	2024	2023	2024	2023	2024
Total Budget	\$ 375,096	\$ -	\$ 4,163,528	\$ 2,844,319	\$ 453,263	\$ 428,000	\$ 72,500	\$ 72,500
<b>Task 1 Administration</b>								
Personnel (salary and benefits)	\$ 104,000	\$ -	\$ 470,000	\$ 700,000	\$ 110,000	\$ 110,000	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 170,000	\$ 170,000	\$ 143,263	\$ 118,000	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ 104,000	\$ -	\$ 867,798	\$ 1,279,719	\$ 298,263	\$ 273,000	\$ -	\$ -
<b>Task 2 Data Collection</b>								
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant	\$ 40,000	\$ -	\$ 250,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ 40,000	\$ -	\$ 250,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -
<b>Task 3 TIP</b>								
Personnel (salary and benefits)	\$ 12,000	\$ -	\$ 35,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 9,600	\$ 9,600	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ 12,000	\$ -	\$ 44,600	\$ 59,600	\$ -	\$ -	\$ -	\$ -

**Agency Participation (continued)**

	FFY 21 FTA 5305(d) G2487		FHWA GX123		Local		Federal Other USDOE	
	Funding Source Contract							
Fiscal Year	2023	2024	2023	2024	2023	2024	2023	2024
Total Budget	\$ 375,096	\$ -	\$ 4,163,528	\$ 2,844,319	\$ 453,263	\$ 428,000	\$ 72,500	\$ 72,500
<b>Task 4 LRTP</b>								
Personnel (salary and benefits)	\$ 56,000	\$ -	\$ 70,000	\$ 140,000	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 1,050,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ 56,000	\$ -	\$ 1,125,000	\$ 195,000	\$ -	\$ -	\$ -	\$ -
<b>Task 5 Special Projects</b>								
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant	\$ 91,096	\$ -	\$ 1,181,130	\$ 225,000	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ 91,096	\$ -	\$ 1,181,130	\$ 225,000	\$ -	\$ -	\$ -	\$ -
<b>Task 6 Public Involvement</b>								
Personnel (salary and benefits)	\$ 40,000	\$ -	\$ 50,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Consultant	\$ 32,000	\$ -	\$ 170,000	\$ 210,000	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 60,000	\$ 60,000	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ 72,000	\$ -	\$ 245,000	\$ 335,000	\$ 60,000	\$ 60,000	\$ -	\$ -

### Agency Participation (continued)

Funding Source	FFY 21 FTA 5305(d)		FHWA		Local		Federal Other		
	G2487		GX123				USDOE		
Fiscal Year	2023	2024	2023	2024	2023	2024	2023	2024	
<b>Total Budget</b>	\$ 375,096	\$ -	\$ 4,163,528	\$ 2,844,319	\$ 453,263	\$ 428,000	\$ 72,500	\$ 72,500	
<b>Task 7 Systems Planning</b>									
Personnel (salary and benefits)	\$ -	\$ -	\$ 120,000	\$ 120,000	\$ -	\$ -	\$ 45,000	\$ 45,000	
Consultant	\$ -	\$ -	\$ 305,000	\$ 305,000	\$ -	\$ -	\$ 27,500	\$ 27,500	
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Direct Expenses	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 95,000	\$ 95,000	\$ -	\$ -	
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Sub Total	\$ -	\$ -	\$ 450,000	\$ 450,000	\$ 95,000	\$ 95,000	\$ 72,500	\$ 72,500	
<b>TOTAL PROGRAMMED</b>	<b>\$ 375,096</b>	<b>\$ -</b>	<b>\$ 4,163,528</b>	<b>\$ 2,844,319</b>	<b>\$ 453,263</b>	<b>\$ 428,000</b>	<b>\$ 72,500</b>	<b>\$ 72,500</b>	

**Unified Planning Work Program FY 2022/23  
Funding Sources by Task**

Task Name	Responsible Agency	FHWA					FY22 Carryforward FTA Section 5305d			FTA Section 5307			Local/Other	TOTAL without Non Cash Match	Consultant Services	
		PL	SU	CMAQ	Total	Non Cash Match 18.07%	Federal 80%	Soft Match 20%	Federal	State	Local					
1.1 Program Administration	NFTPO	620,000	-	-	620,000	112,034	80,000	20,000	-	-	-	223,263 <sup>1</sup>	943,263	-		
1.2 Annual Audit	NFTPO	-	-	-	-	-	-	-	-	-	-	25,000 <sup>1</sup>	25,000	20,000		
1.3 Training/Travel	NFTPO	-	-	-	-	-	-	-	-	-	-	50,000 <sup>1</sup>	50,000	-		
1.4 Unified Planning Work Program	NFTPO	20,000	-	-	20,000	3,614	24,000	6,000	-	-	-	-	50,000	-		
1.5 General Consultant Services	NFTPO	193,928	33,870	-	227,798	41,163	-	-	-	-	-	-	227,798	227,798		
2.1 Data Analytic Platform Update	NFTPO	50,000	200,000	-	250,000	45,175	40,000	10,000	-	-	-	-	300,000	300,000		
3.1 Transportation Improvement Program	NFTPO	39,600	-	-	39,600	7,156	12,000	3,000	-	-	-	-	54,600	-		
3.2 List of Priority Projects	NFTPO	5,000	-	-	5,000	904	-	-	-	-	-	-	5,000	-		
4.1 GIS Model Update/Maintenance	NFTPO	105,000	-	-	105,000	18,974	56,000	14,000	-	-	-	-	175,000	50,000		
4.2 Establishing Performance Targets	NFTPO	-	5,000	-	5,000	904	-	-	-	-	-	-	5,000	-		
4.3 2045 LRTP Plan Amendments & Modifications	NFTPO	-	10,000	-	10,000	1,807	-	-	-	-	-	-	10,000	-		
4.4 Efficient Transportation Decision Making	NFTPO	5,000	-	-	5,000	904	-	-	-	-	-	-	5,000	-		
4.5 2050 Long Range Transportation Plan Update	NFTPO	-	1,000,000	-	1,000,000	180,700	-	-	-	-	-	-	1,000,000	1,000,000		
5.1 Annual Mobility Report	NFTPO	20,000	55,000	-	75,000	13,553	20,000	5,000	-	-	-	-	100,000	75,000		
5.2 SR 21/Highway 100 Traffic Study	NFTPO	90,000	5,000	-	95,000	17,167	-	-	-	-	-	-	95,000	95,000		
5.3 Regional Bike and Ped Study	NFTPO	150,000	-	-	150,000	27,105	-	-	-	-	-	-	150,000	150,000		
5.4 Regional Clean Fuels Master Plan	NFTPO	150,000	-	-	150,000	27,105	-	-	-	-	-	-	150,000	150,000		
5.5 Rogero Rd Corridor Study	NFTPO	95,000	-	-	95,000	17,167	-	-	-	-	-	-	95,000	95,000		
5.6 Sunbeam Rd Corridor Study	NFTPO	45,000	16,130	-	61,130	11,046	31,096	7,774	-	-	-	-	100,000	100,000		
5.7 Blue Zones Analysis	NFTPO	50,000	-	-	50,000	9,035	20,000	5,000	-	-	-	-	75,000	75,000		
5.8 SR 16 Corridor Study	NFTPO	75,000	-	-	75,000	13,553	20,000	5,000	-	-	-	-	100,000	100,000		
5.9 CR 305 Extension Feasibility Study	NFTPO	100,000	-	-	100,000	18,070	-	-	-	-	-	-	100,000	100,000		
5.10 SR 200 Corridor Study	NFTPO	100,000	-	-	100,000	18,070	-	-	-	-	-	-	100,000	100,000		
5.11 Clay County Dirt Road Study	NFTPO	75,000	-	-	75,000	13,553	-	-	-	-	-	-	75,000	75,000		
5.12 Myrtle Ave Complete Streets Study	NFTPO	80,000	-	-	80,000	14,456	-	-	-	-	-	-	80,000	80,000		
5.13 SR13 Bike/Ped Gap Analysis, Future LOS Model and Implementation Strategy	NFTPO	75,000	-	-	75,000	13,553	-	-	-	-	-	-	75,000	75,000		
<b>SECTION 6 PUBLIC INVOLVEMENT</b>																
6.1 Public Involvement Program	NFTPO	245,000	-	-	245,000	44,272	72,000	18,000	-	-	-	60,000 <sup>1</sup>	395,000	210,000		
<b>SECTION 7 SYSTEMS PLANNING</b>																
7.1 Bicycle/Pedestrian Facilities Planning	NFTPO	45,000	-	-	45,000	8,132	-	-	-	-	-	5,000 <sup>1</sup>	50,000	-		
7.2 First Coast Commuter Services	NFTPO	-	-	20,000	20,000	3,614	-	-	-	-	-	-	20,000	-		
7.3 Transit Planning for the St. Augustine UA	NFTPO	60,000	-	-	60,000	10,842	-	-	-	-	-	-	60,000	60,000		
7.4 Smart North Florida Coalition	NFTPO	-	175,000	-	175,000	31,623	-	-	-	-	-	75,000	250,000	175,000		
7.5 Clean Fuels Coalition	NFTPO	-	-	150,000	150,000	27,105	-	-	-	-	-	87,500 <sup>2</sup>	237,500	97,500		
7.7 JTA Premium Transit and Fixed Guideway Service	JTA	-	-	-	-	-	-	-	440,000	-	110,000	-	550,000	540,000		
7.8 JTA Transit Development Plan Update	JTA	-	-	-	-	-	-	-	16,000	-	4,000	-	20,000	20,000		
7.9 JTA Transit Vision	JTA	-	-	-	-	-	-	-	56,000	-	14,000	-	70,000	70,000		
7.10 JTA Develop Transit Educational Campaign	JTA	-	-	-	-	-	-	-	60,000	-	15,000	-	75,000	67,500		
7.11 JTA General Transit and Regional Planning	JTA	-	-	-	-	-	-	-	160,000	-	40,000	-	200,000	200,000		
7.12 JTA Sustainability Program	JTA	-	-	-	-	-	-	-	120,000	-	30,000	-	150,000	150,000		
7.13 JTA Strategic Technology Planning	JTA	-	-	-	-	-	-	-	40,000	-	10,000	-	50,000	9,000		
7.14 Transit Oriented Development	JTA	-	-	-	-	-	-	-	-	-	909,846	-	909,846	909,846		
7.15 JTA Transit Oriented Development (TOD) Planning	JTA	-	-	-	-	-	-	-	80,000	-	20,000	-	100,000	100,000		
7.16 JTA Transit Model Enhancements	JTA	-	-	-	-	-	-	-	40,000	-	10,000	-	50,000	50,000		
7.17 JTA Organizational Improvement	JTA	-	-	-	-	-	-	-	70,400	-	17,600	-	88,000	88,000		
7.18 JTA Transit Asset Management Plan (TAMP) Update	JTA	-	-	-	-	-	-	-	20,000	-	5,000	-	25,000	25,000		
7.19 JTA Operations Training Plan	JTA	-	-	-	-	-	-	-	40,000	-	10,000	-	50,000	45,000		
7.20 JTA Automation Planning	JTA	-	-	-	-	-	-	-	64,000	-	16,000	-	80,000	75,000		
7.21 JTA Transit Facilities, ADA and DBE Planning	JTA	-	-	-	-	-	-	-	120,000	-	30,000	-	150,000	150,000		
<b>TOTAL</b>		<b>2,493,528</b>	<b>1,500,000</b>	<b>170,000</b>	<b>4,163,528</b>	<b>752,350</b>	<b>375,096</b>	<b>93,774</b>	<b>1,326,400</b>	<b>-</b>	<b>1,241,446</b>	<b>525,763</b>	<b>7,726,007</b>	<b>5,909,644</b>		

<sup>1</sup> Local Assessment

<sup>2</sup> US Department of Energy (\$72,500 and \$15,000 Local Assessment)



**Unified Planning Work Program FY 2023/24  
Funding Sources by Task**

Task Name	Responsible Agency	FHWA					FTA Section 5307			Local/Other	TOTAL without Non Cash Match	Consultant Services
		PL	SU	CMAQ	Total	Non Cash Match 18.07%	Federal 80%	State 10%	Local 10%			
<b>SECTION 1 ADMINISTRATION</b>												
1.1 Program Administration	NFTPO	820,000	-	-	820,000	148,174	-	-	-	198,000 <sup>1</sup>	1,018,000	-
1.3 Training/Travel	NFTPO	-	-	-	-	-	-	-	-	50,000 <sup>1</sup>	50,000	-
1.4 Unified Planning Work Program	NFTPO	50,000	-	-	50,000	9,035	-	-	-	-	50,000	-
1.5 General Consultant Services	NFTPO	447,719	12,000	-	459,719	83,071	-	-	-	-	459,719	459,719
1.6 Annual Audit	NFTPO	-	-	-	-	-	-	-	-	25,000 <sup>1</sup>	25,000	20,000
<b>SECTION 2 DATA COLLECTION</b>												
2.1 Data Analytic Platform Update	NFTPO	50,000	200,000	-	250,000	45,175	-	-	-	-	250,000	250,000
<b>SECTION 3 TRANSPORTATION IMPROVEMENT PROGRAM</b>												
3.1 Transportation Improvement Program	NFTPO	54,600	-	-	54,600	9,866	-	-	-	-	54,600	-
3.2 List of Priority Projects	NFTPO	5,000	-	-	5,000	904	-	-	-	-	5,000	-
<b>SECTION 4 LONG RANGE TRANSPORTATION PLAN</b>												
4.1 GIS/Model Update/Maintenance	NFTPO	175,000	-	-	175,000	31,623	-	-	-	-	175,000	50,000
4.2 Establishing Performance Targets	NFTPO	-	5,000	-	5,000	904	-	-	-	-	5,000	-
4.3 2045 LRTP Plan Amendments & Modifications	NFTPO	-	10,000	-	10,000	1,807	-	-	-	-	10,000	-
4.4 Efficient Transportation Decision Making	NFTPO	5,000	-	-	5,000	904	-	-	-	-	5,000	-
<b>SECTION 5 SPECIAL PROJECTS</b>												
5.1 Annual Mobility Report	NFTPO	20,000	55,000	-	75,000	13,553	-	-	-	-	75,000	75,000
5.14 SR 21/Highway 100 Traffic Study	NFTPO	107,000	43,000	-	150,000	27,105	-	-	-	-	150,000	150,000
<b>SECTION 6 PUBLIC INVOLVEMENT</b>												
6.1 Public Involvement Program	NFTPO	335,000	-	-	335,000	60,535	-	-	-	60,000 <sup>1</sup>	395,000	210,000
<b>SECTION 7 SYSTEMS PLANNING</b>												
7.1 Bicycle/Pedestrian Facilities Planning	NFTPO	45,000	-	-	45,000	8,132	-	-	-	5,000 <sup>1</sup>	50,000	-
7.2 First Coast Commuter Services	NFTPO	-	-	20,000	20,000	3,614	-	-	-	-	20,000	-
7.3 Transit Planning for the St. Augustine UA	NFTPO	60,000	-	-	60,000	10,842	-	-	-	-	60,000	60,000
7.4 Smart North Florida Coalition	NFTPO	-	175,000	-	175,000	31,623	-	-	-	75,000	250,000	175,000
7.5 Clean Fuels Coalition	NFTPO	-	-	150,000	150,000	27,105	-	-	-	87,500 <sup>1,2</sup>	237,500	97,500
7.7 JTA Premium Transit and Fixed Guideway Service	JTA	-	-	-	-	-	440,000	-	110,000	-	550,000	540,000
7.8 JTA Transit Development Plan Update	JTA	-	-	-	-	-	16,000	-	4,000	-	20,000	20,000
7.9 JTA Transit Vision	JTA	-	-	-	-	-	56,000	-	14,000	-	70,000	70,000
7.10 JTA Develop Transit Educational Campaign	JTA	-	-	-	-	-	60,000	-	15,000	-	75,000	67,500
7.11 JTA General Transit and Regional Planning	JTA	-	-	-	-	-	160,000	-	40,000	-	200,000	200,000
7.12 JTA Sustainability Program	JTA	-	-	-	-	-	120,000	-	30,000	-	150,000	150,000
7.13 JTA Strategic Technology Planning	JTA	-	-	-	-	-	40,000	-	10,000	-	50,000	45,000
7.14 Transit Oriented Development	JTA	-	-	-	-	-	-	-	-	909,846	909,846	909,846
7.15 JTA Transit Oriented Development (TOD) Planning	JTA	-	-	-	-	-	80,000	-	20,000	-	100,000	100,000
7.16 JTA Transit Model Enhancements	JTA	-	-	-	-	-	40,000	-	10,000	-	50,000	50,000
7.17 JTA Organizational Improvement	JTA	-	-	-	-	-	70,400	-	17,600	-	88,000	88,000
7.18 JTA Transit Asset Management Plan (TAMP) Update	JTA	-	-	-	-	-	20,000	-	5,000	-	25,000	25,000
7.19 JTA Operations Training Plan	JTA	-	-	-	-	-	40,000	-	10,000	-	50,000	45,000
7.20 JTA Automateion Planning	JTA	-	-	-	-	-	64,000	-	16,000	-	80,000	75,000
7.21 JTA Transit Facilities, ADA and DBE Planning	JTA	-	-	-	-	-	120,000	-	30,000	-	150,000	150,000
<b>TOTAL</b>		<b>2,174,319</b>	<b>500,000</b>	<b>170,000</b>	<b>2,844,319</b>	<b>513,968</b>	<b>1,326,400</b>	<b>-</b>	<b>331,600</b>	<b>1,410,346</b>	<b>5,912,665</b>	<b>4,082,565</b>

<sup>1</sup> Local Assessment

<sup>2</sup> US Department of Energy (\$72,500 and \$15,000 Local Assessment)

# Appendix A: District Planning Activities

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# Appendix B: Resolution of Adoption

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# Appendix C: Statements and Assurances

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

S25-010-08  
POLICY PLANNING  
05/18

**DEBARMENT and SUSPENSION CERTIFICATION**

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

- (1) The North Florida TPO hereby certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - (b) Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses listed in paragraph (b) of this certification; and
  - (d) Have not, within a three-year period preceding this certification, had one or more public transactions (federal, state or local) terminated for cause or default.
- (2) The North Florida TPO also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S.D.O.T.

\_\_\_\_\_  
Name: Wayne Bolla  
Title: Chair

May 16, 2020  
Date

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

525-010-08  
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05/16

**LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS**

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the North Florida TPO that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the North Florida TPO, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The North Florida TPO shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds \$100,000, and that all such subrecipients shall certify and disclose accordingly.
- (4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

\_\_\_\_\_  
Name: Wayne Bolla  
Title: Chair

05/16/2020  
\_\_\_\_\_  
Date



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

E25-010-08  
POLICY PLANNING  
05/18

**DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION**

It is the policy of the North Florida TPO that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of MPO contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

The North Florida TPO, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the North Florida TPO, in a non-discriminatory environment.

The North Florida TPO shall require its consultants to not discriminate on the basis of race, color, national origin and sex in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code

\_\_\_\_\_  
Name: Wayne Bolla  
Title: Chair

05/16/2020  
\_\_\_\_\_  
Date

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

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**TITLE VI/ NONDISCRIMINATION ASSURANCE**

Pursuant to Section 9 of US DOT Order 1050.2A, the North Florida TPO assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The North Florida TPO further assures FDOT that it will undertake the following with respect to its programs and activities:

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

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

\_\_\_\_\_  
Name: Wayne Bolla  
Title: Chair

05/16/2020

\_\_\_\_\_  
Date

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

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**APPENDICES A and E**

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

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

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

# Appendix D: UPWP Comments

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# Appendix E: Draft Resolution to Adopt Travel Policy

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