

PINELLAS COUNTY MPO UNIFIED PLANNING WORK PROGRAM (UPWP)



FISCAL YEARS
2014/15 - 2015/16



Pinellas County Metropolitan Planning Organization
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Unified Planning Work Program (UPWP)

For the Pinellas Area Transportation Study

July 1, 2014 – June 30, 2016

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PINELLAS AREA TRANSPORTATION STUDY
Fiscal Years 2014/2015 and 2015/2016
Unified Planning Work Program
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In accordance with Title VI of the Civil Rights Act of 1964, the MPO does not discriminate based upon race, color, national origin, sex, religion and disability in the execution of the tasks and activities of this Unified Planning Work Program.

AUTHENTICATION

The Pinellas County Metropolitan Planning Organization, in regular session, May 14, 2014, adopted the FYs 2014/15 – 2015/16 Unified Planning Work Program (UPWP) for the Pinellas County Urbanized Area.



Karen Seel, Chairman
Pinellas County
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INTRODUCTION

This Unified Planning Work Program (UPWP) outlines Federal and State funded transportation planning activities and corresponding end products anticipated to occur July 1, 2014 – June 30, 2016. This includes highway, transit, bicycle/pedestrian, freight movement and aviation planning activities, as well as transportation support and monitoring activities (e.g., collection and observation of land use, socioeconomic and road inventory data) to be conducted by the MPO within the Pinellas Area Transportation Study (PATs) area, which encompasses Pinellas County.

Metropolitan planning organizations (MPOs) are required to adopt UPWPs pursuant to Federal law, Moving Ahead for Progress in the 21st Century (MAP 21), 23 CFR 450, and State statutes, Chapter 339, F.S. Unified planning work programs set forth planning objectives and line item budget amounts for each MPO planning task. MAP 21 is currently authorized through September 30, 2014. The previous transportation act, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), still guides some of the MPO's programs, as SAFETEA-LU provisions remain in place for grants reported in the UPWP that were allocated or awarded before October 1, 2012.

The objective of the UPWP is to ensure a continuing, coordinated and comprehensive approach to planning for the full spectrum of transportation needs within the urban area and to ensure coordination with adjacent urban areas and the region as a whole. This includes coordinating with neighboring counties and MPOs, the Tampa Bay Regional Planning Council (TBRPC), the Tampa Bay Area Regional Transportation Authority (TBARTA), the Transportation Management Area (TMA) Leadership Group and the Florida Department of Transportation (FDOT).

The development of this UPWP is a joint responsibility of FDOT and the MPO. The MPO seeks technical and public input through the Technical Coordinating Committee (TCC), the Citizen's Advisory Committee (CAC), other local agencies, and the MPO Board for the development and approval of this document. Draft and adopted versions of the UPWP are posted on the MPO website, for the public to review and comment upon. The draft document was also reviewed at the March 2014 MPO meeting, prior to draft submittal to the reviewing agencies for comments. Copies of the document are also made available for the public at the MPO offices.

PLANNING PRIORIITES

The priorities of the MPO, as addressed in the UPWP, are based on eight planning factors set forth in MAP 21 and the 2035 Long Range Transportation Plan (LRTP). The MAP 21 planning factors, as they apply to the UPWP tasks, are shown below.

UPWP Tasks		Factors							
		1	2	3	4	5	6	7	8
Administration									
1.1	Program Development and General Administration		X			X		X	
Public Participation									
2.1	Public Participation Program		X		X	X			
Monitoring Activities									
3.1	Land Use and Socioeconomic Data Activities	X	X		X	X	X		
3.2	Transportation System Monitoring and Database Management		X	X	X	X	X	X	X
3.3	Financial Resource and Legislation Monitoring	X	X						
Systems Planning									
4.1	Congestion Management, Safety and Operations	X	X	X	X	X	X	X	X
4.2	Public Transportation Planning	X	X	X	X	X	X	X	
4.3	Transportation Disadvantaged Planning	X			X	X			
4.4	Bicycle and Pedestrian Planning	X	X	X	X	X	X		X
4.5	Local Government Technical Assistance	X			X	X	X	X	
4.6	Miscellaneous Technical Studies	X	X		X	X	X	X	X
Transportation Improvement Program									
5.1	TIP Development and Maintenance	X	X		X	X	X	X	X
Long Range Planning									
6.1	Long Range Plan and Air Quality	X	X	X	X	X	X	X	X
Regional Planning									
7.1	Participation in Other Regional and Statewide Activities	X	X	X	X	X	X	X	X
7.2	West Central Florida MPO CCC	X	X		X	X	X	X	X

PLANNING FACTORS

1. Support the economic vitality of the metropolitan area.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase accessibility and mobility of people and freight.
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation systems, across and between modes, for people and freight.
7. Promote efficient management and operation.
8. Emphasize the preservation of the existing transportation system.

The MAP 21 planning factors are also reflected in the five goal Statements of the 2035 LRTP, which are described below.

- *Provide for a safe and energy efficient “multi-modal” and “intermodal” transportation system that serves the transportation needs of Pinellas County while enhancing the quality of life for its citizens.*

Reducing pedestrian and bicycle crashes is a state wide planning emphasis area that is directly related to the MPO’s goals. FDOT has committed itself to improving pedestrian and bicycle safety and has focused specific policies and strategies towards this end, including those in the Florida Strategic Highway Safety Plan and Florida Pedestrian and Bicycle Strategic Safety Plan. Bicycle and pedestrian safety are key components of the MPO’s bicycle and pedestrian planning efforts, which include: participating in educational programs, coordinating local and regional pedestrian and bicycle plans, implementing policies and projects from the existing Bicycle Pedestrian Master Plan and Pedestrian Safety Action Plan (PSAP) and implementing safety improvements identified in the Bicycle Pedestrian Crash Report.

The highest priorities of the MPO in terms of roadway capacity improvements are US 19, CR 296 (future SR 690), Roosevelt Boulevard, Gandy Boulevard and Ulmerton Road. However, as the MPO works toward the implementation of these projects, initiatives aimed at encouraging transportation modes that provide an alternative to single occupant vehicle travel such as transit use, bicycling and walking are emerging as top priorities in the overall effort to improve the county’s transportation system. This is reflected in the increased investment in Federal, State and local revenue in bicycle and pedestrian facilities and transit enhancements.

Regarding transit, the 2035 LRTP Update that was adopted by the MPO in December 2009 reflected a major shift from an emphasis on roadway planning to mass transit. The LRTP Update included a planned rail network as well as a premium bus network designed to speed up and expand the Pinellas Suncoast Transit Authority (PSTA) existing fixed route bus service throughout the county. Subsequent to the adoption of the 2035 LRTP, the Greenlight Pinellas Plan was adopted by PSTA. The Greenlight Plan is based on the 2035 LRTP and incorporates the results of the Pinellas Alternatives Analysis (AA) study completed in 2011 and PSTA’s Community Bus Plan study completed in 2012. A one cent sales tax to fund the Greenlight Plan is scheduled for voter referendum in November 2014.

The MPO has also taken a lead role in the implementation of a countywide Intelligent Transportation System (ITS), which is intended to maximize the efficiency and effectiveness of the existing road system. This occurs through the implementation of an adaptive control signal system and other ITS features such as dynamic message systems, video monitoring and incident management. In addition, the MPO endorsed and coordinated the approval of the countywide traffic signal fire pre-emption equipment for emergency fire vehicles, allowing for quicker and safer emergency response time while reducing the need for these vehicles to travel through red lights at intersections when in route.

Even with the addition of a new revenue source for transit, funding shortfalls remain for the completion of major capital project needs such as north US 19 and the Pinellas Trail Loop. In addition, in a densely populated urban county such as Pinellas, residents are frequently concerned about impacts to their neighborhoods with the construction of major road reconstruction projects such as US 19 and Ulmerton Road.

These issues of funding shortfalls and neighborhood impacts underscore the importance of seeking lower cost solutions to address the community's transportation needs. Examples of these solutions include intersection improvements, enhanced transit service, expansion of ITS applications, ridesharing opportunities such as school and vanpools and expansion of bicycle and pedestrian facilities. Utilizing the MPO's Congestion Management Process (CMP), the MPO is developing a plan for operational improvements affecting all travel modes to be included in the 2040 LRTP scheduled for adoption by December 2014.

- *Promote "livable community" concepts that allow for people to travel freely and safely in the urban environment through non-motorized vehicle modes such as walking, bicycling and skating.*

With a limited supply of vacant land available for development, future growth in the county will continue to be redevelopment and infill activity. The MPO recognizes that it is becoming increasingly important for transportation and land development projects to be more sensitive to the need to create and sustain quality urban environments where people want to live and work. Examples of strategies the MPO is focusing on to accomplish this is continued expansion of the county's network of trails, incorporation of transit initiatives in land development projects, construction of sidewalks, installation of bicycle lanes and working with local governments to implement land development codes and incentives that seek to improve the livability of the urban environment.

In addition, the MPO is coordinating with the Pinellas Planning Council (PPC) in the development of the 2040 LRTP to integrate it with the Countywide Land Use Plan in an effort to more closely link transportation and land use planning. Particular emphasis will be placed on ensuring that land uses along planned transit corridors and stations are supportive of Greenlight Pinellas. The MPO and PPC are merging, increasing the awareness of the connection between transportation and land use. This merger will also result in the apportionment of two (2) new members to the MPO Board.

As a companion effort, the MPO is developing complete street policies for the 2040 LRTP. These are intended to extend the livable community concepts to road corridors to accommodate and encourage walking, bicycling and transit use as well as motor vehicles.

- *Contribute to the economic vitality of Pinellas County through the provision of a transportation system that provides for the effective movement of people and goods to and from major employment centers and intermodal facilities.*

Goods movement is addressed through the MPO's Countywide Truck Route Plan, which identifies the roadways that are appropriate for heavy trucks while minimizing their impact on residential neighborhoods. This Plan is periodically reviewed and amended subsequent to the completion of roadway construction projects and in response to various issues raised regarding truck movements in the County. The MPO also identifies "hot spots" on the major road network affecting freight movement through the CMP. The MPO coordinates with FDOT to ensure its Truck Route Plan and goods movement planning is consistent with the Tampa Bay Regional Strategic Freight Plan.

In addition, the MPO prioritizes LRTP and Transportation Improvement Program (TIP) projects that improve operating conditions on roadways serving major employment areas and intermodal facilities such as the St. Pete-Clearwater International Airport. This is evidenced by the significant investment in LRTP/TIP road projects located in the Gateway area where the Airport and the largest concentration of employment centers exist in the County. The Gateway area is also a focal point of the County's long range transit plans as identified in the LRTP and in the Greenlight Plan. The MPO

coordinates with PSTA and TBARTA to provide commute options for workers that provide an alternative to traveling via personal automobile.

Intergovernmental coordination is another priority of the MPO on a local, regional and statewide level. With 25 local governments in Pinellas County, coordination in transportation planning among the County and municipal governments is critically important. With the county and regional economy continuing to grow, regional travel demand is increasing for business purposes as well as for commuters, thereby underscoring the need for regional coordination between neighboring MPOs. In addition to its neighboring MPOs, the Pinellas MPO relies on the TMA Leadership Group, Chairs Coordinating Committee, TBARTA and FDOT to facilitate a coordinated transportation planning process in the region.

The MPO plays an active role in the review of FDOT plans and programs such as their Florida Transportation Plan and the Strategic Intermodal System (SIS). In addition, the MPO participates in various transit planning initiatives designed to coordinate and plan for regional transit service including activities associated with TBARTA.

Pinellas and Hillsborough Counties comprise the Tampa Bay air shed, which necessitates coordination between the neighboring MPOs to address air quality. The Tampa Bay air shed is currently in attainment and, therefore, the affected MPOs are not subject to conformity requirements at this time. However, the MPO continues to monitor air quality through the CMP and has participated in training sessions on the modeling system, MOVES, which will be utilized for conformity analysis in the event the Tampa Bay air shed falls into non-attainment status. In addition, the framework for an interagency working group has been developed so that conformity can be addressed from a regional perspective.

The MPO also supports local comprehensive planning efforts through the provision of roadway operations and performance data and through the development of standardized approaches to addressing State laws and rules regarding the application of concurrency management and/or related land development regulations. Lastly, the MPO assists local governments in their efforts to seek State and Federal funding for transportation projects identified in their comprehensive plans.

- *Develop and implement plans and programs that are responsive and considerate to the transportation needs and interests of Pinellas County citizens while raising public awareness about the role and responsibilities of the MPO.*

The implementation of a public involvement program that increases citizen awareness of the MPO's planning programs while creating greater opportunities for meaningful input on these programs is a high priority of the MPO. This is reflected in the MPO's extensive public outreach efforts (e.g., website, government access channel broadcast of MPO meetings, newsletters, distribution of public information materials, public speaking engagements, etc. These efforts also include public workshops and meetings to afford opportunities for public comment on topics concerning the LRTP and related transportation issues.

A major public involvement effort was launched in 2013 with the development of the 2040 LRTP. This included an eTownHall meeting hosted by the MPO and its partner agencies, TBARTA and PSTA, on the subject of a planned transit system in Pinellas County identified in the 2035 LRTP and

Greenlight Pinellas. In addition, Tell Us Pinellas, an online forum for exchanging ideas and providing input on LRTP topics was launched, a series of focus group sessions were held and rail station design charrettes were conducted.

In addition to the LRTP goals, the MPO also includes the following priority pertaining to system security:

- *Prevent, manage and respond to threats to the transportation system and its operators and users.*

In accordance with National Security Presidential Directive-51/Homeland Security Presidential Directive-20 (NSPD-51/HSPD-20) and the National Continuity Policy Implementation Plan (NCPIP), the MPO has a Continuity of Operations Plan (COOP) in place that ensures essential MPO office functions can continue in the advent of a natural or manmade disaster. MPO staff support is currently provided by the Pinellas County Planning Department, which assists the Pinellas County Emergency Management Department in coordinating disaster response and recovery. The COOP ensures the continued operation of the MPO's essential functions and fulfillment of its disaster assistance commitments during a major emergency.

The MPO has identified transportation facilities, including transit terminals and CSX rail lines and roadway networks that are vital to the community. In order to facilitate the prioritization of the key corridors and expand existing partnership efforts, the critical transportation network will include the designated evacuation routes and the St. Pete-Clearwater International Airport. The MPO's role in coordinating local and regional security planning activities emphasizes consistency between jurisdictions to provide a uniform enforcement environment that assists citizens as well as law enforcement personnel.

The MPO recognizes the importance of understanding the potential effects of climate change and the potential threat climate change poses to the transportation system. The MPO continues to monitor trends and best practices regarding strategies to conserve energy, reduce fuel consumption and reduce greenhouse gas emissions, supporting and implementing these practices when able.

FDOT has a state-wide planning emphasis area: Bicycle and Pedestrian Safety. Florida has been ranked in the top five states in regards to pedestrian and bicycle deaths over the past decade. A concerted effort is needed to reduce both pedestrian and bicycle crashes. This includes developing and using a systematic approach to identify locations and behaviors prone to pedestrian and bicycle crashes and implement multidisciplinary countermeasures.

A PSAP is intended to provide a guide to help state and local officials know where to begin to address these safety issues. It should enhance existing pedestrian safety program and activities, including identifying safety problems and selecting optional solutions. A major planning emphasis area for Florida MPOs is to develop or further implement a PSAP, including the adoptions or implementation of a process to identify locations and behaviors prone to historical pedestrian bicycle crashes and develop with application partners countermeasures designed to eliminate them.

With its partners, the MPO has already developed and adopted a PSAP. The Pinellas MPO is planning to conduct several corridor studies in the upcoming years. These corridor studies will be conducted in conjunction with local and regional partners and will focus on improving pedestrian and bicycle safety, including those who are transit users. The Pinellas MPO is committed to improving bicycle and pedestrian safety and will utilize existing documents, such as the PSAP, as well as additional resources and materials available to the MPO.

PLANNING ACTIVITIES

Background

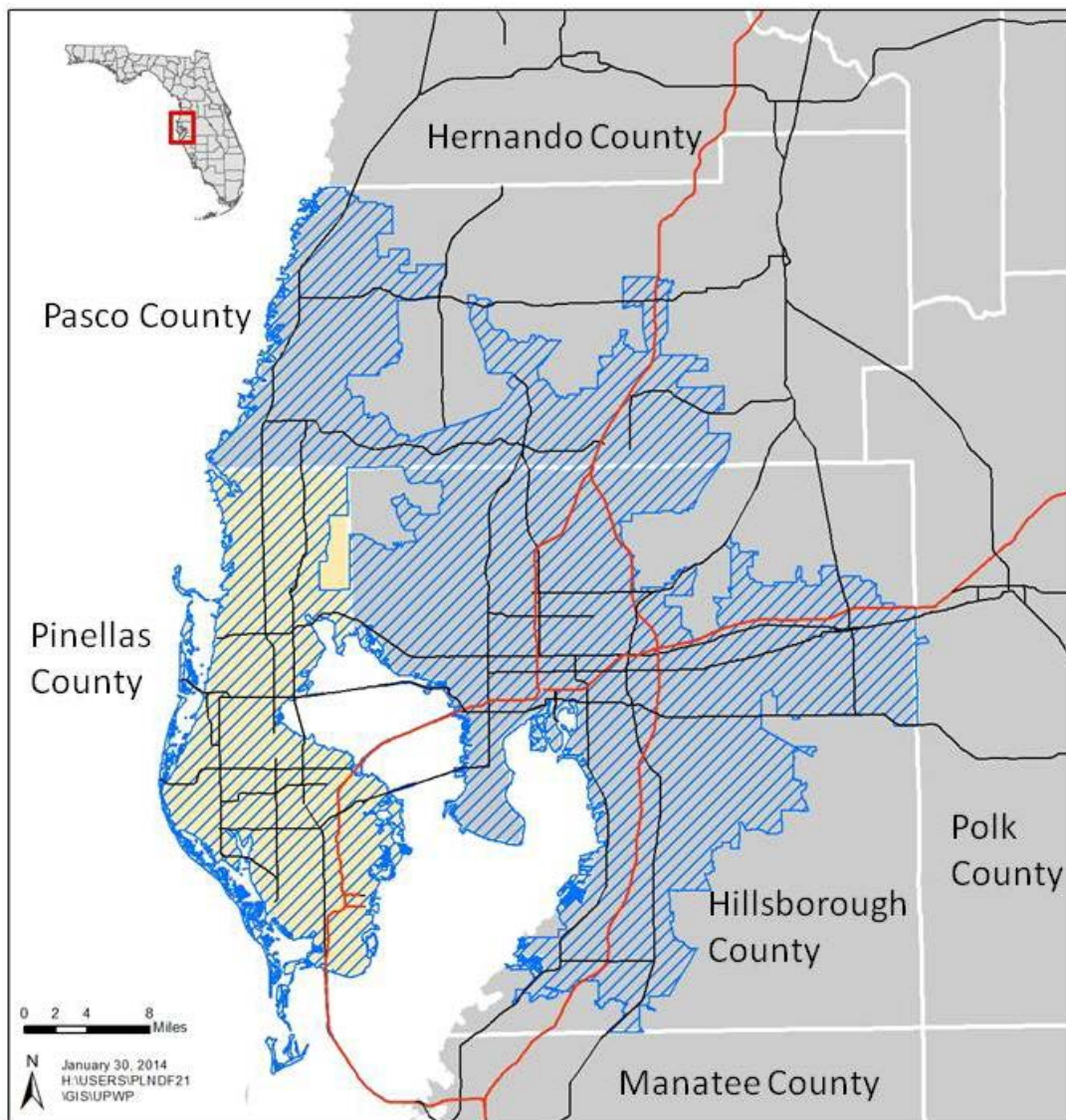
Pinellas is the sixth most populous county in Florida with over 937 thousand people. It is also the most densely populated county in Florida, with over 3,300 people per square mile, according to the U.S. Census. From 2000 to 2010, the County's total population decreased by three percent while the minority population increased by 35 percent. The Hispanic community represents the largest portion of the growing minority population, nearly doubling from 2000 to 2010. This community is largely reliant on transit, bicycling and walking to travel as evidenced by the low rate of automobile ownership in the areas where they are concentrated (American Community Survey, U.S. Census).

Pinellas County is part of the Tampa St. Petersburg (Tampa Bay) Transportation Management Area (TMA), a designation established by Federal legislation for urbanized areas with a population of 200,000 or more. The Tampa Bay TMA includes portions of Pinellas, Hillsborough and Pasco counties, as shown in the figure on the next page. This designation is based on the 2010 U.S. Census.

Less than four percent of the County is vacant and able to be utilized for new development. Consequently, the County's growth is dependent on infill and redevelopment activity. There are 25 local governments within the County's 280 square miles of land, underscoring the importance of coordinating transportation and land use planning among the jurisdictions.

Although Pinellas County is densely populated, its existing land use patterns outside the downtown areas are primarily low density residential with strip commercial development fronting the major road corridors. Residential and non-residential land uses are segregated and are not well connected in these areas in terms of pedestrian access. This causes people to rely on their personal automobiles for most, if not all, their transportation needs. This auto-centric development pattern has presented considerable challenges to the MPO and its partner agencies seeking to reduce traffic congestion while providing mobility options for people who travel by other modes such as bus, bicycling or walking.

Pinellas County and the Tampa Bay TMA



Long Range Transportation Plan

In October 1984, the MPO adopted its initial LRTP with a horizon year of 2000 for highways and mass transit. Several updates have been published since then reflecting various shifts in Federal legislation and State, regional and local transportation priorities. The MPO approved the update of the LRTP in December 2009, with a horizon year of 2035. The 2035 LRTP followed the requirements of SAFETEA-LU including the incorporation of Safety and Security Elements. The MPO is currently in the process of developing the 2040 LRTP, which is scheduled for adoption in December 2014.

The LRTP is the primary element of the MPO's overall planning process and, as such, is continually reviewed for consistency with other planning programs. It is closely coordinated with the development

of the TIP, which reflects the capital improvement programs of the local governments, PSTA and FDOT. The LRTP is monitored regularly against actual project development progress, and serves to support MPO project selection priorities.

A major focus of the 2040 LRTP is the integration of recommended transportation improvements with the Countywide Land Use Plan, which is administered by the PPC. The MPO has been working closely with the PPC on this effort to ensure that the two plans are coordinated and mutually supportive. Ensuring that higher density and mixed land uses align planned transit corridors and station areas identified in Greenlight Pinellas is one example of this integration. Another is to limit land use densities and intensities along corridors that cannot support additional vehicle trips without adversely impacting travel conditions on the affected facility.

Other major emphasis areas of the 2040 Plan include transit improvements identified in Greenlight Pinellas and safety strategies, particularly with regard to bicyclists and pedestrians. In addition, the 2040 Plan will reflect a focus on the CMP, identifying smaller scale physical improvements as an alternative to major capital investments to improve the operating efficiency of the County's transportation system. The 2040 Plan will also introduce measures of effectiveness pursuant to MAP 21 requirements designed to evaluate the performance of the Plan.

In FY 2011/12, the MPO began the public involvement process for the 2040 LRTP, which will continue until its adoption. Outreach efforts implemented to date include distribution of citizen surveys, staff participation at community events, transit station area design charrettes, citizen focus group meetings, a televised eTownHall panel discussion and introduction of the TellUsPinellas website. Public outreach efforts will continue through the adoption of the 2040 LRTP. In addition to public involvement, LRTP activities in FY 2013/14 included an assessment and evaluation of financial resources, a transportation needs assessment and development of the cost feasible and policy plan (i.e., unfunded needs) elements. For the next fiscal year, work on the cost feasible and policy plan elements will continue and an environmental justice evaluation, considering the impacts of the plan on the traditionally underserved population, will be conducted. A final draft of the 2040 will be developed as these activities are in process.

Coordination of Land Use and Transportation Planning

As part of its LRTP activity, the MPO facilitated coordination of transportation and land use planning through its participation on the Joint Land Use/Transportation Working Group in FY 2012/13 and 2013/14. The group consisted of senior planning staff from the MPO, PPC, PSTA and the County's local governments. The principal purpose of the Working Group was to provide oversight and input into the update of the PPC Countywide Plan future land use map and associated rules. The group reviewed proposed land use categories in the Countywide Plan particularly with regard to associated density and intensity standards and allowable uses. Overlay categories proposed for corridors and activity centers were also reviewed. Improving coordination of land use and transportation planning was the primary reason behind the move to consolidate the MPO and PPC, a process which is currently underway. It is anticipated that the process of consolidating the two agencies will be complete in FY 2014/15.

Another MPO activity where land use and transportation planning intersect is with regard to facilitating livable community development in the County. These are aesthetically designed walkable urban environments providing quality of life opportunities where people do not need to rely on an automobile to meet their mobility needs. Land development in such areas is characterized by buildings oriented

toward the front of properties, parking spaces in the rear, and pedestrian connections/sidewalks between parcels and from building entrances to frontage sidewalks and bus stops. The 2040 LRTP contains policies encouraging local governments to implement policies and land development codes that promote livable communities in Pinellas County. In FY 2014/15 and 2015/16, the MPO will continue to work with local governments to develop and expand livable community environments in Pinellas County.

Complete Streets

The livable community concept also applies to the design of street corridors. To attain the goals of a livable community, street corridors need to provide facilities and amenities necessary to accommodate walking, bicycling and transit use, as well as automobile travel and truck use. Examples of these facilities and amenities include bike lanes, sidewalks with shade canopy, bus stops with shelters and pedestrian controlled crosswalks. A set of complete streets objectives and policies were developed for the Bicycle and Pedestrian Master Plan. The policies call for the implementation of complete street elements such as bike lanes, sidewalks, appropriate lighting, crosswalks and bus stop improvements through the TIP. The MPO will be focusing on the implementation of these policies in FY 2014/15 and 2015/16.

Public Transportation

The Pinellas Suncoast Transit Authority (PSTA) is the primary transit provider in Pinellas County. With 200 transit vehicles, PSTA served 14 million passengers in fiscal year 2012/13, the highest ridership count in the agency's history. The main objective of PSTA's fixed route system is to provide affordable transportation that connects people to their places of employment, recreation areas, tourist destinations and shopping locations. In addition to serving the general public, PSTA plays an important role in serving the transportation needs of disadvantaged populations.

The MPO works closely with PSTA in their efforts to improve the efficiency of the fixed-route bus system while expanding services to better serve the travel demands of Pinellas County's citizens. The MPO provides planning and technical assistance to PSTA in the development of their Transit Development Plan (TDP), coordination with local governments in their efforts to increase transit use in their communities and in the delivery of transit service to the transportation disadvantaged community. The MPO also allocates FTA Section 5305 grant funding for PSTA planning activities on an ongoing basis. The MPO recognizes FTA Section 5307 funding for public transportation planning, which is reflected in the budget tables of this document.

Following the completion of the Pinellas Alternatives Analysis (AA) study in 2011, which identified a preferred alignment for a future rail corridor in Pinellas County, PSTA launched Greenlight Pinellas, a comprehensive transit plan developed in partnership with the MPO, PPC, TBARTA and FDOT. The Greenlight initiative seeks to modernize PSTA's transit system with expedited fixed route service and bus rapid transit on selected corridors along with a rail line connecting the downtowns of St. Petersburg and Clearwater with the Gateway area. The planned rail line would also provide an eventual connection to Tampa via the Howard Frankland Bridge. A one cent sales tax to fund the Greenlight plan is scheduled for voter referendum in November 2014.

In FY 2013/14, PSTA engaged in extensive public outreach activity to inform the public about Greenlight Pinellas and solicit their feedback. The Community Bus Plan, which provided the basis for the fixed route improvements identified in Greenlight Pinellas was also completed and cost and revenue projections

were evaluated. The MPO conducted charrettes involving citizens and community leaders to create conceptual designs of the station areas along the planned rail line. The MPO also evaluated bicycle and pedestrian access needs to the station areas through the development of the Bicycle and Pedestrian Master Plan Facilities Element in 2013. Other transit initiatives in FY 2012/13 and FY 2013/14 included implementation of a flex route bus service in north Pinellas County, a bus stop accessibility study, the evaluation of potential premium bus corridors and establishment of a citizen-based Greenlight Pinellas task force.

In FY 2014/15, the planned improvements identified Greenlight Pinellas along with associated costs and projected revenue will be incorporated in the 2040 LRTP. Additional public outreach activity will also be conducted by PSTA. The MPO will assist PSTA in conducting planning studies related to the implementation of local bus, regional express service enhancements and other activities associated with Greenlight Pinellas pending approval of the voter referendum.

Bicycle and Pedestrian Travel

In an effort to encourage a reduction in the incidence of single-occupant vehicle travel, reduce vehicle emissions, and provide alternative modes of commuter travel and quality of life benefits, the MPO has aggressively pursued the development of a countywide network of off-road trails, on-street bicycle lanes and sidewalks. With the Fred Marquis Pinellas Trail currently providing a mainline north-south route in western Pinellas County, the emphasis in bicycle/pedestrian planning has revolved around completing the Progress Energy Trail and other trail extensions to create a continuous loop around the county. In addition, the MPO is focused on plans for east-west facilities connecting to the Pinellas Trail as well as regional and beach access facilities. This includes developing a full Pinellas Trail Loop, a 75-mile trail loop, an expansion of the original Pinellas Trail. A network of trails continues to be developed around the existing network, including St. Petersburg City Trails and trail networks in the City of Largo and City of Oldsmar.

Another focal point of the MPO's bicycle and pedestrian planning activity is safety. Reducing the number of bicycle and pedestrian crashes that occur in the County is critical to accommodating these travel modes while providing quality of life opportunities for its residents and visitors. A major effort in the area of safety was completed in 2012 with the completion of the MPO Bicycle and Pedestrian Crash Report, which is a major element of the MPO Bicycle Pedestrian Master Plan. The report provided an analysis of recent crash data and evaluated selected corridors where a disproportionate number of crashes have occurred. Recommendations on counter measures necessary to address the causes of the crashes were included in the report. Implementation of the recommended counter measures will be part of the MPO planning effort in FY 2014/15 and 2015/16.

The MPO carried out several activities focusing on education and encouragement as it relates to safety in FY 2012/13 and 2013/14. This included the annual promotion of Pedestrian Safety Awareness Day and Walk to School Day in the fall and Bike Month and Bike to Work Day in the spring. Also during this time, the MPO continued activity related to the planned Progress Energy Trail, including preparation and submittal of an application for Transportation Investment Generating Economic Recovery (TIGER) grant funds to complete the project. Through the efforts of the former Bicycle Advisory Committee (BAC) and former Pedestrian Transportation Advisory Committee (PTAC), the Pinellas Trail Loop Plan was updated. The committees also revisited the issue of adopting a standardized inter-jurisdictional approach to sign types and traffic control employed at trail crossings throughout the County.

The MPO will also continue the implementation of recommendations in the PSAP, which was published in 2009. The PSAP includes recommended engineering, education and enforcement strategies addressing issues and problems affecting pedestrian safety in Pinellas County. These include identifying and improving High Emphasis Crosswalks, Road Safety Audits (RSAs), school and local agency pedestrian safety education, coordination with PSTA to develop and place pedestrian safety messages inside their buses and coordination with law enforcement agencies to initiate pedestrian safety enforcement activities. In 2012/13 and 2013/14, the MPO participated in RSAs conducted by FDOT in coordination with local governments on East Bay Drive in Largo and 4th Street and 34th Street in St. Petersburg. Recommendations resulting from the RSAs included median modifications, crosswalk enhancements and educational campaigns to raise the awareness of motorists, bicyclists and pedestrians regarding safe practices. The MPO will continue to participate in RSAs in FY 2014/15 and 2015/16. The MPO will also continue to carry out its annual participation in Safety Awareness Day and Walk to School Day in the fall and Bike Month and Bike to Work Day in May.

Another major element of the Bicycle Pedestrian Master Plan is the Bicycle Pedestrian Facilities Element which was completed in FY 2013/14. Development of the Facilities Element involved an evaluation of the County's existing trail, bike lane and sidewalk networks and identifying projects to expand them with the goal being to increase accessibility to all residents who choose to walk or ride a bicycle to their destinations. Efforts to pursue implementation of facilities identified in the Facilities Element began in FY 2013/14 and will continue in FY 2014/15 and 2015/16. It is also important to note that several of the corridors identified for future trail and bike lane facilities present various engineering challenges and will require studies to determine optimum solutions for providing bicycle and pedestrian accommodations. These corridor studies will be part of the MPO's work program in FY 2014/15 and 2015/16. The Bicycle Pedestrian Master Plan is an updated version of the most recent plan adopted in 2006. It will be completed in FY 2014/15.

A survey was conducted in April 2014 of the Pinellas Trail. The data gained from the survey is currently being analyzed. It is anticipated that this will provide a useful source of information documenting the extent to which people are using the trail for commuting purposes. The MPO will continue to implement policies and strategies identified in the LRTP pertaining to bicycle and pedestrian safety as well as expansion of the county's bicycle and sidewalk networks. In addition, efforts will continue to develop and update bicycle lane and sidewalk data for planning purposes and to identify where construction projects are needed.

The BAC and PTAC recently merged into a combined Bicycle Pedestrian Advisory Committee (BPAC). As members of the new consolidated committee, citizens, local governments, PSTA, FDOT, TBARTA and School Board representatives will continue to play a key role in addressing matters relative to bicyclists and pedestrians and to advise the MPO on these issues.

Environmental Planning

Environmental stewardship is a key component of SAFETEA-LU. It recognizes the importance of air quality conformity in the planning process. Pinellas County is currently designated an Attainment Area for the eight hour National Ambient Air Quality Standard (NAAQS) for ozone. Effective May 12, 2008, the U.S. Environmental Protection Agency (EPA) lowered the existing 8-hour standard for ozone from 85 parts per billion (ppb) to 75 ppb. On September 16, 2009, EPA announced its intention to re-evaluate the 8-hour average of the NAAQS primary standard for ozone to be consistent with the recommendations of its Science Board.

In 2011, EPA decided not to change the allowable levels of ozone pollutants and that the Tampa Bay air shed would remain in attainment status. MPOs falling into nonattainment status will be required to conduct conformity analyses on their LRTPs and TIPs and associated amendments. The next regular review of ozone standards is underway and final revisions are expected in FY 2014/15. The MPO will continue to monitor air quality regulations and is prepared to coordinate with other agencies in the region if any changes to the standard are made.

The MPO has also been following climate change and greenhouse gas legislation coming from the State and Federal levels and researching trends and best practices for addressing the affects of these global conditions on the region. In FY 2013/14, the MPO developed strategies aimed at energy conservation and reduction of fuel consumption and greenhouse gas emissions attributable to transportation. Performance measure(s) were also crafted to gauge the effectiveness of the LRTP at reducing fuel consumption and vehicle miles traveled (VMT).

Efficient Transportation Decision Making (ETDM)

In response to the Transportation Equity Act for the 21st Century (TEA-21) of 1998, the Florida Department of Transportation initiated the Efficient Transportation Decision-making Process (ETDM), a system designed to streamline the transportation planning and project development process without compromising the quality of Florida's human and natural environments. Florida's ETDM process is a way of accomplishing transportation planning to achieve early agency participation, efficient environmental review, and meaningful dispute resolution. The MPO participates in the ETDM process by evaluating the effects of candidate projects for the LRTP relative to historic, natural, cultural and community resources in coordination with Federal, State and local agencies and the public in the Planning Phase of the ETDM process.

In accordance with the ETDM process, the MPO completed approximately thirty Socio-cultural Effects (SCE) reports for the proposed Pinellas County passenger rail projects identified in the Cost-Feasible element of the 2035 LRTP for various categories utilizing local and ETDM Environmental Screening Tool (EST) GIS data layers. A Degree of Effects (DOE) classification was assigned for each SCE report assessing the possible impacts that the proposed transportation project(s) might have on environmental and community resources. The 30 SCE Evaluation Reports for the five different passenger rail projects were logged into an Environmental Screening Tool (EST), a web-based application that includes an interactive database along with reporting and mapping tools. Details for the proposed Pinellas County projects, the ETDM screenings and the ETDM process are available at <http://etdmpub.flas-estat.org/est/#>.

Regional Coordination

Regional coordination between MPOs in the West Central Florida area is facilitated through the MPO Chairs Coordinating Committee (CCC), which represents the MPOs of Pinellas, Hillsborough, Pasco, Polk, Sarasota/Manatee, and Hernando/Citrus counties. The CCC provides a forum for coordination among its member MPOs and TPO, identifying tasks and responsibilities necessary to conduct an ongoing regional transportation planning process in accordance with Chapter 339.175, F.S., and MAP 21. The regional planning councils have non-voting representatives on the CCC as does the Florida Turnpike Enterprise, FDOT and TBARTA. The functions of the CCC are set forth in an interlocal agreement between the participating MPOs based on the statutory requirements of the CCC imposed by State law and the participating MPO's transportation management area requirements. The MPO will continue to participate and provide staff support to the CCC planning process in FY 2014/15 and 2015/16.

The regional planning landscape changed in FY 2013/14 with the formation of the TMA Leadership Group. Comprised of three voting members from each of the TMA MPOs (i.e., Pasco, Pinellas and Hillsborough) and advisory representatives of FDOT and TBARTA, the Leadership Group held its first meeting in November, 2013. They have continued to meet approximately every other month since then. The Leadership Group was formed to serve in an advisory role to the three MPOs, develop regional consensus priorities for the TMA particularly in the allocation of Federal urbanized area funding and to help the Tampa Bay metropolitan area speak with one voice in discussions of regional transportation issues and resources. The three MPOs provide staff support to the Leadership Group, which has been recently developing its mission, composition and criteria for determining regional transportation priorities. In addition, they have been examining the role of the CCC in relation to the responsibilities of TBARTA and evaluating options for consolidating the functions of the two entities. In January, 2014, Pinellas MPO staff produced a regional profile document highlighting socioeconomic and demographic characteristics of the TMA, which was one of the initial work efforts completed for the Leadership Group. Activity revolving around providing technical support and staffing for this initiative will be an important part of the MPO's work program in FY 2014/15 and 2015/16.

TBARTA was created by the Florida State Legislature in 2007 to develop and implement a Regional Transportation Master Plan for the seven-county West Central Florida region consisting of Citrus, Hernando, Hillsborough, Manatee, Pasco, Pinellas and Sarasota counties. TBARTA consists of elected officials and appointed members from around the region, has a Citizens Advisory Council, Transit Management Committee and Land Use Working Group. In 2013, TBARTA completed a minor update to its Master Plan, refining the transit, freight, and roadway networks and incorporating changes resulting from the implementation of local and FDOT projects. The Master Plan is updated every two years to reflect the changing needs of the region. The MPO works closely with TBARTA and other MPOs in the region to determine the projects and priorities to be included in the TBARTA Master Plan. The MPO also coordinated with TBARTA in the development of the regional element of the 2040 LRTP in FY 2013/14. This effort will continue in FY 2014/15.

In FY 2013/14, the MPO continued to coordinate with FDOT and the regional MPOs in the review of spatial data utilized in the Regional Transportation Analysis (RTA) transportation demand model. Review of model output data was also a coordinated process between the MPO and its partner agencies. The output data is utilized to evaluate different growth scenarios in the 2040 LRTP. Activity associated with the RTA will continue in FY 2014/15. Following the completion of the RTA modeling process, the MPO will utilize its traffic volume data to conduct a future level of service (LOS) analysis in support of MPO and local government planning programs.

The MPO also participates in a regional public involvement process through the Joint Citizen's Advisory Committee (JCAC) and the Regional Multi-use Trail Committee in conjunction with regional planning activities associated with the Chair's Coordinating Committee. Staff participates in regular meetings of the Regional Multi-Use Trails Committee, TBARTA and JCAC. These activities will continue in FY 2014/15 and 2015/16 although it should be noted that, with the emergence of the TMA Leadership Group, the frequency of CCC and associated committee meetings will be significantly reduced.

The Strategic Intermodal System (SIS) also requires coordinated planning efforts between FDOT and the MPOs throughout the State. The SIS is a statewide network of high-priority transportation facilities, including the largest and most significant commercial service airports, deepwater seaports, freight rail terminals, passenger rail and intercity bus terminals, rail corridors, waterways and highways. The SIS was developed to cover all modes of transportation and prioritize investments on transportation facilities serving regional and statewide travel demand. Pinellas County's SIS facilities include the following:

- St. Pete-Clearwater International Airport;
- Interstate System (I-275, I-175 and I-375);
- US 19 - Gandy Boulevard to Pinellas/Pasco County Line. Section between 118th Avenue (future SR 690) and Gandy Boulevard planned for removal;
- Gandy Boulevard (US 92/SR 694) – US Highway 19 to Pinellas/Hillsborough County Line. Section between US 19 and Interstate 275 planned for removal;
- Roosevelt Boulevard - US 19 to St. Pete-Clearwater International Airport entrance (planned for removal);
- Roosevelt Boulevard - St. Pete-Clearwater International Airport entrance to Ulmerton Road (planned to be added);
- Roosevelt Boulevard extended – Ulmerton Road to 118th Avenue (planned to be added); and
- 118th Avenue (future SR 690) – US 19 to Interstate 275 (planned to be added).

The MPO coordinates with FDOT in the development of the SIS Strategic Plan and SIS Multi-Modal Unfunded Needs (MMUN) Plan. The SIS Strategic Plan provides a policy framework for guiding the designation of SIS facilities, and decisions regarding SIS investments and priorities. The MMUN Plan identifies SIS project needs for which funding is not expected to be available during the 25 year time period of the SIS Funding Strategy.

Transportation Demand Management

The MPO continues to work with TBARTA to promote vanpooling and commuter assistance programs involving local employers in Pinellas County. The intent of these efforts is to reduce the demand for single occupant vehicle travel. The TBARTA is involved with the efforts of the School Transportation Safety Committee to better serve the transportation needs of students.

According to State law, students are only provided school bus transportation when their home address is greater than two miles away from the school they are attending. Exceptions are made for students with special needs and those without a safe route to school. Consequently, there is a need to provide transportation assistance to students living within two miles of their school. The TBARTA School Pool Program has helped to serve this need by providing ride share services to parents of students who are unable to ride the school bus. Pinellas County schools currently participating in the School Pool Program

include Osceola High School, Clearwater Middle School, and Madeira Beach Elementary/Middle School. The MPO will continue to work with TBARTA and the STSC to support and promote these types of efforts.

The MPO also continues to work with local governments seeking funding for Safe Routes to School (SRTS) projects. These are projects designed to facilitate “sustained efforts by parents, schools, community leaders and local, State, and Federal governments to improve the health and well-being of children by enabling and encouraging them to walk and bicycle to school.” An example of a successful SRTS project in Pinellas County is the organization of walking school buses. These are walking assemblies of students in school zones under the supervision of school principals, teachers or “parent champions.” Although with MAP 21 these are now required to compete with former Transportation Enhancement Program projects for Transportation Alternatives Program (TAP) funding, SRTS projects remain a high priority in Pinellas County. Therefore, the MPO is working with FDOT and local governments to secure funding for them either through TAP or other safety funds. This is an activity the MPO will continue to support in FY 2014/15 and 2015/16.

Transportation Disadvantaged Planning

The Pinellas County Transportation Disadvantaged (TD) Program provides low cost transportation to citizens who are economically disadvantaged or physically or mentally impaired. The program was established following the amendment of Chapter 427, F.S., in 1989 which was intended to coordinate and extend local transportation services to the “transportation disadvantaged” population. Through the establishment of the TD Trust Fund, a funding source was provided for the transportation of disadvantaged citizens who did not already have a sponsoring agency providing their transportation.

Pursuant to the Chapter 427, F.S., PSTA serves as the Program’s Community Transportation Coordinator (CTC) and the MPO is the Designated Official Planning Agency (DOPA). The primary responsibility of CTCs is to purchase or provide transportation disadvantaged services to non-sponsored individuals and to ensure these services are provided in the most cost-effective manner possible without duplicating services already being provided in the area. The main function of DOPAs is to develop and maintain a plan for the provision of transportation services to the transportation disadvantaged population within their service areas.

In FY 2013/14, the MPO carried out its ongoing DOPA duties including the annual CTC evaluation, administration and implementation of the Transportation Disadvantaged Service Plan (TDSP) and the provision of staff support to the Local Coordinating Board (LCB). Also in FY 2013/14, the MPO conducted a regional needs assessment study in coordination with the Hillsborough and Pasco MPOs. The project included public workshops and surveys designed to collect input from the transportation disadvantaged community to identify their mobility issues and concerns. The results of the study were utilized to develop a regional needs chapter that was incorporated in the TDSPs of the three counties. This replaced the Tri-County Access Plan (TCAP) that was adopted by the MPOs in 2007.

Consequently, any agency applying for funding through the Special Needs for Elderly Individuals and Individuals with Disabilities Program (Section 5310) must address a regional service need identified in the TDSP as opposed to TCAP. Job Access and Reverse Commute (JARC) and the New Freedom Programs that had been required to adhere to TCAP were repealed with MAP 21. Job Access Reverse Commute activities are now eligible under the Urbanized Area Formula program (Section 5307) and the Rural Area Formula program (Section 5311). Activities eligible under the former New Freedom Program are now

eligible under Section 5310. The tri-county MPOs will continue to be involved in the selection of Section 5310 grant recipients in coordination with FDOT, which is responsible for administering the program.

Management and Operations Planning

The MPO works with its partner agencies to maximize the operational efficiency of the County's transportation system while reducing demand for single occupant vehicle travel. In terms of operational efficiency, the MPO provides staff support to the Intelligent Transportation System (ITS) Advisory Committee, which oversees the implementation and planning of ITS installations and the CMP. Regarding demand management, the MPO coordinates and supports the activities of TBARTA in the implementation of their ride share programs.

In FY 2012/13 and 2013/14, the MPO continued to work with FDOT and local governments to implement strategies set forth in the Advanced Traffic Management System (ATMS)/ITS Master Plan, ITS/ATMS Implementation Plan and the LRTP. The MPO also participated in Community Traffic Safety Team incident management activities, developed short range transportation system management strategies for inclusion in the CMP and provided technical support to TBARTA and other governmental agencies working on transportation demand management initiatives. These activities will continue in FY 2013/14 and 2015/16.

Regarding freight movement, the MPO will also continue to evaluate all proposed road projects for freight impacts and recommend the consideration of improvements identified in the Tampa Bay Regional Strategic Freight Plan as appropriate. The Tampa Bay Regional Strategic Freight Plan identifies strategies to help move freight efficiently to and from freight activity centers (FACs) in the region while minimizing the impacts on neighborhoods.

Congestion Management Process

As required by Federal Law, the MPO is required to implement a CMP which is designed to ensure that lower cost alternatives to major capital investments are considered in identifying improvements necessary to address roadway congestion. In 2013, the MPO completed its CMP Policies and Procedures Manual. The manual identifies and describes the process employed to respond to the Federal and State CMP requirements. Also in 2013, the MPO sponsored a study of corridors identified as "constrained" or that were operating under deficient level of service conditions. Constrained roads are operating under deficient traffic conditions and cannot be improved as necessary due to constraining factors such as potential neighborhood or environmental impact or lack of needed right-of-way. Each corridor studied was recommended for an improvement(s) to address the issues identified in the report or for further study to determine an appropriate solution. The study will be utilized to help identify projects for inclusion in the 2040 LRTP and TIP. The MPO will continue efforts to identify and implement CMP projects through the TIP in FY 2014/15 and 2015/16.

In 2012, the MPO completed an update of its State of the System Report. The report assesses operational conditions of the County's transportation system and is utilized to guide CMP strategies and improvement needs. The State of the System Report also supports local government and MPO planning programs. The next update of the report is scheduled for 2015.

A major component of the CMP is the MPO corridor strategy plan concept and related studies intended to develop transportation solutions based on local traffic conditions and concerns. Corridor strategy

plans have been implemented to date on Alternate US Highway 19, 22nd Avenue North, 54th Avenue South, McMullen Booth Road and East Lake Road along with intersection locations on Belleair Road/Belcher Road, East Bay Drive/Belcher Road, NE Coachman Road/Old Coachman Road and Drew Street/Betty Lane. Additional corridor plans will be developed over the next two years. The MPO monitors the implementation of recommended CMP strategies on these corridors and intersections on an ongoing basis.

Public Participation

As prescribed in the Public Participation Plan, the MPO carries out ongoing public participation efforts with the publication and distribution of informational materials (e.g., MPO brochures, maps, newsletters), maintenance and administration of the MPO website, public speaking appearances and presentations before local civic groups and through support of the CAC and Joint CAC. In addition, public participation occurs in the course of developing the UPWP, TIP, LRTP and related projects through the review of these documents by the CAC and other interested citizens who access them on the MPO website.

In FY 2012/13 and 2013/14, most of the MPO's public involvement activity revolved around the development of the 2040 LRTP. This included appearances by MPO staff at community events, an eTownHall meeting, focus group meetings, citizen surveys and review and discussions of draft elements of the LRTP by the MPO advisory committees. The MPO also worked cooperatively with PSTA in the effort to engage the public in the development of the transit element of the LRTP, which advances the improvements identified in the Greenlight Pinellas Plan. This included a series of public charrettes whereby community leaders and citizens participated in designing the station areas along the planned rail line. The results of these design efforts were published in *Light Rail Station Development Concepts* in October 2013.

Another significant public involvement effort associated with the LRTP development was the establishment of the TellUsPinellas website, which is an online forum for people to discuss topics and ideas related to transportation issues and topics they are most concerned about. The combination of public input received on this site with the results of the citizen surveys and feedback received through other venues has provided the MPO with a sound basis for the development of its LRTP priorities, policies and projects.

Additional public involvement activity that occurred in FY 2012/13 and 2013/14 included 1) updates to the MPO Orientation Manual which is reviewed with incoming MPO board members, 2) CAC orientation sessions held before their regular meetings, 3) update of the MPO's public involvement database, 4) production and distribution of the Discover Pinellas bicycle and pedestrian foldout brochure/map and the MPO traffic count map, 5) Facebook posts and Twitter feeds reporting on transportation news and events and 6) continued development of the TIP web application set up to provide the public with easy access to transportation project information. These activities as well as others identified in the MPO Public Participation Plan will continue in FY 2014/15 and 2015/16. Outreach activity will also continue in the areas of bicycle and pedestrian safety, regional coordination and reaching the traditionally underserved in accordance with Title VI and Title VIII, U.S.C.

In FY 2013/14, efforts began on the evaluation of the Public Participation Plan, which is central to the MPO public involvement program. This evaluation will continue in FY 2014/15. Recommendations

resulting from the evaluation will subsequently be incorporated in the Public Participation Plan document.

Lastly, the MPO will continue to implement its Limited English Proficiency (LEP) Plan to help identify reasonable steps to provide language assistance to persons who do not speak English as their primary language and who have a limited ability to read, speak, write or understand English. A key element of the LEP Plan contains public outreach methods on how to identify a person who might need language assistance and ways in which assistance may be provided.

Transportation System Monitoring

The MPO maintains a transportation system database used to produce the annual Level of Service Report and biennial State of the System Report. In FY 2012/13 and 2013/14, the MPO monitored transit activities in coordination with the PSTA, produced its annual Traffic Count Map, continued to develop a countywide sidewalk inventory and provided data for the Regional and County CMP. In addition, staff reported on and monitored vehicular crash information throughout Pinellas County. These efforts will continue in FY 2014/15 and 2015/16 along with the further development of transportation database applications in the Pinellas County GIS and transportation performance data such as duration of congestion and performance indicators for pedestrian and bicycle travel conditions.

Local Government Assistance

The objective of the MPO's local government assistance efforts is to achieve consistency between local government comprehensive plans and land development regulations with the LRTP. The MPO's annual Level of Service Report plays a key role in this effort by providing local governments with a standardized set of transportation data they can utilize for their comprehensive plans and land development codes. The MPO also provides local governments with population and employment data developed through the LRTP update process for their individual comprehensive plans.

In addition, the MPO provides local governments with information on transit routes, crash data, functional classification designations, future roadway level of service conditions and transportation forecast modeling output. The MPO also assists local governments in the application of the countywide Transportation Impact Fee Ordinance. These activities occur on an ongoing basis.

Regarding crash data, the MPO currently receives the Florida Crash Reports for Pinellas County from the Florida Department of Highway Safety and Motor Vehicles and provides local governments and other agencies access to web based crash information. This allows these local governments and agencies to review and utilize crash data independently. MPO will continue to manage this program and coordinate with the State to acquire crash report data in FY 2013/14 and 2014/15.

A major effort in the area of local government assistance in FY 2012/13 and 2013/14 was the development of a countywide mobility plan pursuant to House Bill 7207 that was passed into State Law in 2011. The landmark legislation removed State mandated transportation concurrency requirements. As a result of and pursuant to this action, the MPO developed the Pinellas County Mobility Plan to provide local governments with an alternative to the traditional form of transportation concurrency management. This alternative provides a coordinated mechanism to manage development impacts and increase mobility in a consistent manner throughout the County. The Mobility Plan concept, which utilizes the existing impact fee program and transportation management plan provisions to minimize

development impacts, was approved by the MPO in 2013. Following this action, the MPO began working with local governments as well as FDOT and PSTA to develop model comprehensive plan policy and land development code language. This effort and associated activity to assist local governments in adopting the comprehensive plan and land development code provisions necessary to implement the Mobility Plan will take place in FY 2014/15. Local government assistance in the implementation of the Plan will occur in FY 2014/15 and 2015/16.

BUDGET ALLOCATION METHODOLOGY

The process of allocating budgetary funds to the tasks in the UPWP for the next two fiscal years begins with an assessment of the status of each task included in the current year UPWP. This assessment involves determining the extent of the work completed, unfinished projects and activities that need to take place in the upcoming fiscal year. Together, the work left to be done from the current fiscal year and planned activity for the next fiscal year comprise the basis from which available funds are allocated.

Determining the amount of funds to allocate to the different tasks is based on the priority of the activities involved and the percentage of MPO staff member time and/or consultant work necessary to complete the tasks. Priorities are generally set forth by the MPO Board and by Federal and State mandates in the form of legislative acts or rules. Assigning percentages of individual staff member time needed to complete a task activity is based on their job responsibilities. These responsibilities are fairly constant so it is standard practice to assume percentages of staff member time that will be spent on a given task. In reviewing the tasks, activities are sometimes identified that require consultant services. Staff derives an estimate of what the consultant activity will cost and reflects those costs in the UPWP.

ORGANIZATION AND MANAGEMENT

The organizational structure of the MPO's planning program is also known as the Pinellas Area Transportation Study (PATs). The MPO is the primary agency responsible for countywide transportation planning in Pinellas County. Decision-making by the MPO relies extensively on the efforts of its advisory committees. In addition to providing a forum for discussion and input from local planners, engineers, citizens, law enforcement, school board officials and other community representatives, these committees include regional and State transportation agency officials among their membership which helps to ensure that the MPO's planning efforts comply and are coordinated with regional and State requirements and initiatives.

Advisory Committees

The major participants involved in the MPO planning program are the agency's advisory committees, which review and deliberate issues related to their areas of interest and forward recommendations to the MPO for action based on their findings. Local governments and key agencies, such as FDOT, the Pinellas County School Board and PSTA, are active participants in the development, review and implementation of MPO plans and programs through their involvement with these committees. A description of the MPO's advisory committees is provided below.

- 1) *Technical Coordinating Committee (TCC)* – Consists of planners, engineers and environmental protection staff representing Pinellas County local governments, the Pinellas County Department of Environment and Infrastructure, the Tampa Bay Regional Planning Council, TBARTA, FDOT, Pinellas Planning Council, PSTA and the Pinellas County School Board. The TCC makes recommendations on a variety of planning issues based on their technical merit.
- 2) *Citizens Advisory Committee (CAC)* – Consists of private citizens representing different areas of the County. They review and make recommendations on all areas of the MPO's planning program.
- 3) *Joint CAC* – Consists of CAC members from the Chairs Coordinating Committee MPOs. The Joint CAC reviews MPO planning issues from a regional perspective and provides input to the Chairs Coordinating Committee.
- 4) *Bicycle Pedestrian Advisory Committee (BPAC)* – A committee of local government and law enforcement officials, Safe Kids Coalition, Suncoast Safety Council, School Board, private citizens and PSTA and FDOT staff representatives that address bicycle and pedestrian planning issues. The BPAC was recently formed through the merger of the Bicycle Advisory Committee and Pedestrian Transportation Advisory Committee.
- 5) *Intelligent Transportation Systems (ITS) Advisory Committee* - Comprised of local and FDOT planners, traffic engineers, and professionals with expertise in traffic management, emergency management (including fire and rescue), law enforcement, transit and communications. The Committee also includes MPO board members and a CAC representative. The purpose of this committee is to coordinate ITS planning and implementation and oversee the CMP in Pinellas County.

- 6) *School Transportation Safety Committee (STSC)* - Comprised of elected officials from the School Board and local governments and a citizen representative, the STSC addresses issues concerning the safe movement of students traveling to and from school.
- 7) *Local Coordinating Board (LCB)* - Membership includes PSTA, FDOT, social service agency and transportation provider representatives and others representing interests served by the Transportation Disadvantaged Program. The LCB oversees and directs the administrative, operational and planning activity associated with the Transportation Disadvantaged Program in accordance with Chapter 427, F.S. and Rule 41-2, F.A.C.
- 8) *Trail Security Task Force (TSTF)* - Includes law enforcement and representatives of the Pinellas County Parks and Conservation Resources Department among its members. The TSTF addresses issues concerning the safety of trail users.

The MPO committee meeting schedules and respective agendas are available on the MPO website.

Staff Support

Through a Staff Services Agreement, staffing for the aforementioned committees as well as the MPO is provided through the Pinellas County Planning Department. The Planning Department personnel assigned to the MPO includes the Transportation Division Administrator and 12 professional and technical support staff members from the Transportation Division. In addition to their involvement in the MPO's advisory committees, PSTA is directly involved in carrying out activities in Task 4.3, Transit Operations Planning, along with the MPO. It should be noted that efforts to consolidate the MPO and PPC into a single independent agency are currently underway. This will alter the staffing arrangements in that the Transportation Division will move from being part of County Government to the MPO/PCC, which will be an independent agency.

Agreements

There are four core agreements that provide the statutory framework for the operations of the MPO. These include the following:

- *Interlocal Agreement for the Creation of the Metropolitan Planning Organization.* The parties in this agreement include the MPO member governments (i.e., cities of Tarpon Springs, Oldsmar, Safety Harbor, St. Petersburg, Clearwater, Largo, Dunedin and Pinellas Park and Pinellas County), FDOT and PSTA. The agreement sets forth the MPO's functions, composition and membership, and responsibilities in accordance with Federal and State law. The agreement was last executed in March, 2004. A new agreement will be executed by FY 2014/15 to reflect the addition of two additional members representing ten beach municipalities and six inland municipalities as recommended in the MPO's recently approved Re-apportionment Plan to consolidate the MPO and PPC policy boards;
- *Intergovernmental Coordination Review and Public Transportation Coordination Joint Participation Agreement.* The parties to this agreement include FDOT, TBARTA, the MPO, PSTA and the Tampa Bay Regional Planning Council. This agreement addresses the coordination and review of MPO planning documents and local comprehensive plans and includes a conflict and

dispute resolution process. The agreement was executed in November, 2009 and is reviewed and updated every five years;

- *Planning Grant (PL) JPA*. This JPA was last executed in February, 2009 and provides funds from the State of Florida for transportation planning activities. The agreement must be reviewed and updated every three years in accordance with FHWA requirements; and
- *Chairs Coordinating Committee Interlocal Agreement*. The CCC is made up of the chairs from the six member MPOs for the counties of Hernando-Citrus, Hillsborough, Pasco, Pinellas, Polk, and Sarasota-Manatee.

Operational Procedures and Bylaws

The Pinellas County MPO's role and responsibilities are established by Title 23 U.S. Code and Chapter 339, F.S. The MPO conducts its operational activities based upon these rules.

The MPO elects three officers each year, including a chairman, vice chairman and treasurer. Meetings are held the second Wednesday of every month at 1:00 PM on the 5th floor of the Pinellas County Courthouse, 315 Court Street, Clearwater, Florida. All meetings are open to the public and are broadcast live on Pinellas County cable channels Brighthouse 622, Wow 18 and Verizon 44 and on the Pinellas County Website at www.pinellascounty.org. Past MPO meeting videos are also available on the website.

MPO meeting agendas consist of items requiring MPO action such as approving a proposed Transportation Improvement Program amendment and others that are for information only such as status reports on various projects addressed under "other business." The agendas may also include public hearing items such as proposed amendments to the Long Range Transportation Plan to allow for public comment. Public hearing items are advertised in the *St. Petersburg Times* and/or on the MPO website at least seven days in advance of the meeting. The MPO maintains e-mail and regular postal mailing lists consisting of various public agency officials, citizens, advisory committee members and business representatives that receive MPO agenda packages usually up to seven days before the meeting. Notice of MPO meetings and agendas are also posted on the MPO website at www.pinellascounty.org/mpo.

UPWP TASK 1.1: Program Development and General Administration

OBJECTIVE: Provide administrative support necessary to carry out MPO plans and programs.

PREVIOUS WORK: Activities listed below occurred during FYs 2012/13 and 2013/14 on an ongoing unless otherwise noted.

1. Held monthly meetings, took appropriate actions, received recommendations from MPO advisory committees and addressed any related issues in a timely manner
2. Procured necessary capital equipment, software and electronic backup capacities
3. Completed activities related to the MPO/PPC unification, including the reapportionment of the Board from 11 to 13 members
4. Supported staff professional development
5. Processed amendments and administrative changes to UPWP
6. Established task definitions in the UPWP for receipt of Federal and State financial assistance (May 2014)
7. Submitted quarterly grant reimbursement packages
8. Prepared sub-grantee billings for grant reimbursement
9. Maintained grants, contracts and other fiscal resource management programs
10. Applied for FYs 2013/14 and 2014/15 Section 5303 funding and updated certifications (September 2013 and May 2014)
11. Reviewed MPO programs and processes to ensure compliance with SAFETEA-LU and MAP-21
12. Conducted an audit of the MPO's program with an independent firm (November/December 2012 and 2013)
13. Adopted annual audit reports that accurately reflect accounts and ensure expenditures are consisted with Federal, State and local requirements (March 2013 and 2014)
14. Activities associated with quadrennial Federal and annual State certification review
15. Updated Continuity of Operations Plan (COOP) to ensure future disaster planning efforts are being prepared for and tested (May 2014)
16. Updated DBE Program (March 2013) and DBE Goals (October 2013)
17. Updated Title VI Program (April 2013)
18. Amendments and administrative changes to FYs 2012/13 and 2013/14 UPWP
19. Adopted FYs 2014/15 and 2015/16 UPWP (May 2014)
20. Monitored GPC tasks to ensure contract provisions were met
21. Reviewed and amended GPC rates and contracts (December 2012, January 2014)

METHODOLOGY: The activities listed below are ongoing unless otherwise noted.

1. Provide staff assistance to MPO Board and advisory committees, including preparation of graphics and reports
2. Carry out activities related to the facilitation of the MPO/PPC Board integration
3. Travel costs and registration fees related to professional training, seminars, meetings, workshops and conferences and memberships
4. Procure necessary equipment, furniture, software and support to maintain and enhance the MPO's capacity to support the MPO's activities, including public outreach and the decision-making process

Continued on following page...

UPWP TASK 1.1 ...Continued

5. Execute all applicable administrative and technical procedures in support of MPO programs
6. Maintain records of receipts and expenditures for all MPO planning funds
7. Prepare and update the FY 2015/16 and FY 2016/17 FTA 5305 applications and associated certification documents
8. Carry out activities necessary to maintain annual DBE requirements and progress towards goals
9. Comply with Americans with Disabilities Act (ADA) and Title VI requirements, as well as any other applicable Federal requirements (e.g. Title VIII)
10. Complete MPO certification requirements in compliance with MAP 21 and in accordance with any additional Federal and State requirements, including addressing any FHWA, FTA and FTA comments
11. Conduct annual audit
12. Conduct competitive selection process for MPO auditor by September 2014
13. Carry out work associated with the audit process, including documentation preparation and meetings
14. Update COOP, as needed, to ensure future disaster planning efforts are being prepared for and tested
15. Prepare FYs 2016/17 and 2017/18 UPWP (December 2013 - May 2014)
16. Update three-year Title VI program by April 2016 for May 2016 submission
17. Update three-year DBE program by June 2016 for August 2016 approval
18. Monitor GPC contracts
19. Review GPC rates and amend contracts by January and April 2015
20. Calculate fringe and indirect rates

END PRODUCT: The end products listed below are produced on an ongoing basis unless noted otherwise.

1. Comprehensive and coordinated transportation planning process
2. Management of a viable transportation planning program
3. Properly noticed meetings
4. Monthly MPO Board and advisory committee agenda packages
5. Integrated MPO and PPC boards and associated functions
6. Utilization of appropriate equipment and software to perform planning functions efficiently and effectively
7. Properly maintained grant funding accounts
8. Successful Section 5305 grant applications and certifications for FY 2015/16 and 2016/17 (May 2015 and 2016)
9. Efficient planning program that is consistent with the MPO Board's direction, as well as Federal and State legislative requirements
10. Completed annual certification review with comments addressed
11. Updated COOP (May 2015 and 2016)
12. Adoption of annual audit report (March 2015 and 2016), completed by competitively procured professional audit (September 2014), that accurately reflects MPO accounts and ensures expenditures are consistent with Federal, State and local requirements
13. Updated Title VI Program (April 2016)
14. Updated DBE Program (June 2016)

Continued on following page...

UPWP TASK 1.1 ...Continued

15. Adopt FY 2016/17-2017/18 UPWP (May 2016)
16. Completion of GPC tasks as set forth in contract(s)
17. Calculated fringe and indirect rates (April 2015 and 2016)

Task 1.1	FY 2014/15	
Agency/Recipient	PL	Total
MPO Staff	\$245,000	\$245,000
Consultant(s)/Auditors	\$40,000	\$40,000
Total	\$285,000	\$285,000

NOTE: The FYs 2012/13 and 2013/14 UPWP was amended to include procurement of necessary equipment, software and hardware, as well as travel and professional development. These items have been added to UPWP for FYs 2014/15 and 2015/16.

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$210,152	\$19,900	\$230,052
Total	\$210,152	\$19,900	\$230,052

UPWP TASK 2.1: Public Participation Program

OBJECTIVE: Develop and implement public participation strategies for MPO plans and programs, consistent with Federal and State requirements.

PREVIOUS WORK: Activities carried out under this task in FYs 2012/13 and 2013/14 are ongoing unless otherwise noted.

1. Began evaluation of Public Participation Plan (March 2014)
2. Developed public information presentations and display boards
3. Produced and distributed Discover Pinellas brochures/foldout maps
4. Issued MPO Newsletters (July 2012, October 2012, March 2013)
5. Engaged MPO advisory committees in review of MPO initiatives and plans, including UPWP and TIP
6. Updated public involvement activity database
7. Worked with local schools on educational outreach efforts related to bicycle and pedestrian safety
8. Published and updated TIP application and associated information on website
9. Developed and published bicycle and pedestrian facility web application (2013)
10. Updated and maintained MPO website
11. Enhanced social media presence through daily posts on Facebook page
12. Updated agenda package format to be more compatible with mobile and tablet devices (2013)
13. Developed and maintained LRTP webpage
14. Developed and managed "Tell Us Pinellas" website (2013)
15. Participated in annual bicycle/pedestrian events, such as Walk to School Day, Pedestrian Safety Awareness Day, Bike Month and the Bike Florida Tour
16. Conducted transit station area design charrettes associated with planned rail line (Spring 2013)
17. Conducted outreach meetings with business, developer and landowner interests regarding planned rail line (January, February, March, April, June, and August 2013),
18. Held a series of citizen focus groups to help identify transportation issues and concerns (October and November 2012)
19. Participated in public speaking appearances before the press, civic, neighborhood and professional organizations to discuss transportation issues (March, May, June, August, November and December 2013)
20. Conducted citizen outreach activities at Pinellas Folk Festival, Stetson College Health Fair, USF Harbormarket and the Pinellas Country Jubilee (2012 and 2013)
21. Developed and distributed LRTP fact sheets
22. Developed a public involvement database exclusively for LRTP-related outreach
23. Conducted eTownHall meeting (September 2013)
24. Developed and placed posters to direct people to TellUsPinellas that were placed in Pinellas County libraries and community centers
25. Updated MPO Orientation Manual (January 2014)

Continued on following page...

UPWP TASK 2.1 ...Continued

METHODOLOGY: The methodologies for implementing public participation are identified in the MPO's Public Participation Plan and will vary depending on the program. These strategies will be implemented in coordination with the State, other MPOs and local transit agencies and governments, where feasible. These strategies include consideration of traditionally under-served communities and ensure compliance with the ADA, Title VI and other related requirements. All MPO meetings are advertised in accordance with the Public Participation Plan. Activities listed below are ongoing unless otherwise noted. Consultant services are anticipated or planned for work associated with this task.

1. Review, evaluate and update the Public Participation Plan
2. Monitor the implementation of the Public Participation Plan, including performance measures
3. Participate in bicycle and pedestrian educational events, including Walk to School day, Pedestrian Safety Awareness Day, Bike Month and the Bike Florida Tour
4. Travel to, conduct and participate in public outreach activities, including those directed towards traditionally under-served communities, such as public meetings, workshops and open houses
5. Employ MPO advisory committees to review plans and documents, including the LRTP, UPWP, TIP and CMP reports and corridor studies
6. Schedule, participate in and travel to public speaking engagements to community and business organizations
7. Update Discover Pinellas brochure/map
8. Prepare and distribute newsletters and other informational literature and graphics to promote MPO programs and events
9. Continue to utilize TellUsPinellas online application to solicit feedback on transportation planning issue and concerns
10. Continue to utilize social media and web-based applications to promote the MPO's activities and expand network of communications
11. Update and maintain web-based TIP application
12. Update and maintain pedestrian and bicycle web application
13. Continue implementation of public involvement plan for LRTP update
14. Continue to maintain the LRTP public involvement activity database
15. Continue to support CAC
16. Utilize CAC to promote MPO programs and events
17. Update MPO Orientation Manual
18. Develop and implement communications strategy
19. Develop and Maintain integrated MPO and PPC website

END PRODUCT: The end products listed below are produced on an ongoing basis, unless noted otherwise.

1. Updated Public Participation Plan (July 2014)
2. Development of performance measures regarding public participation (July 2014)
3. Updated Discover Pinellas brochure (2015)
4. Participation in annual pedestrian and bicycle events, including Walk to School Day, Pedestrian Safety Awareness day, Bike Month and the Bike Florida Tour
5. Involvement of MPO advisory committees in the review of MPO plans and documents, including LRTP, UPWP, TIP and CMP reports and corridor studies

Continued on following page...

UPWP TASK 2.1 ...Continued

6. Updated MPO website that includes interactive TIP map, bicycle and pedestrian facilities, adopted 2040 LRTP and associated technical appendices and summary documentation, and MPO/advisory committee agenda packets
7. 2040 LRTP reflecting extensive public involvement activity (December 2014)
8. Involvement and participation in the CAC
9. Updated MPO Orientation Manual (January 2016)
10. Communications strategy

Task 2.1	FY 2014/15						
Agency/Recipient	PL	STP	5305	State Match	Local Match	Prior Year Funding	Total
MPO Staff	\$20,000	\$20,000	\$60,000	\$7,500	\$7,500	*	\$240,067
Consultant(s)/Auditors	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$20,000	\$20,000	\$60,000	\$7,500	\$7,500	*	\$240,067

FY 2014/15 Prior Year Funding*				
	STP	5305 Federal	5305 State Match	5305 Local Match
MPO Staff	\$74,000	\$40,854	\$5,107	\$5,107
Total	\$74,000	\$40,854	\$5,107	\$5,107

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$90,000	\$0	\$90,000
STP ARE07	\$80,000	\$0	\$80,000
ARJ71 (80% federal, 10% state match, 10% local match)	\$51,568	\$0	\$51,568
FY 15/16 5305 grant (80% federal, 10% state match, 10% local match)	\$75,000	\$0	\$75,000
Total	\$296,568	\$0	\$296,568

UPWP TASK 3.1: Land Use and Socioeconomic Data

OBJECTIVE: Update and maintain transportation-related socioeconomic and land use data used to monitor population and demographic trends and for the regional traffic demand model to project validation year and future travel demand.

PREVIOUS WORK: The activities listed below were completed in FYs 2012/13 and 2013/14.

1. Monitored amendments to the Pinellas County Future Land Use Plan (FLUP)
2. Processed LRTP updates
3. Developed population and employment forecasts for transportation/land use scenarios tested in the development of the 2040 LRTP (Spring/Summer 2013 and 2014)
4. Input two new sets of socioeconomic data into the regional traffic demand model corresponding with the aforementioned scenarios (January 2014)
5. Collaborated with local governments and the PPC in the development of socioeconomic data for the 2040 LRTP (Spring/Summer 2014)
6. Coordinated with the PPC in the development of the Countywide Land Use Plan
7. Updated traffic analysis zone (TAZ) boundaries in coordination with the U.S. Census Bureau

METHODOLOGY: The collection and maintenance of socioeconomic and land use data is ongoing and coordinated with work performed under Tasks 6.1 and 7.2 and also with regional partners. The activities below are ongoing, unless otherwise noted.

1. Attend and travel to meetings and training workshops related to the collection and employment of land use and socioeconomic data, including trends and analysis tools
2. Assist FDOT District 7 with activities involving the maintenance of the Regional Transportation Analysis (RTA) process
3. Provide socioeconomic data to jurisdictional partners and other agencies for related planning efforts
4. Coordinate planning efforts with the PPC to ensure the continuing and dynamic linkage between transportation and land use planning

END PRODUCT: The end products are produced on an ongoing basis unless noted otherwise.

1. Updated socioeconomic and land use data sets
2. Coordinated efforts among MPOs and FDOT District 7 in the utilization of the regional transportation analyses
3. Consistent use of data between MPO LRTPs in Tampa Bay region
4. Coordination of land use and transportation planning in Pinellas County and Tampa Bay region

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UPWP TASK 3.1 ...Continued

Task 3.1	FY 2014/15	
Agency/Recipient	PL	Total
MPO Staff	\$10,000	\$10,000
Consultant(s)/Auditors	\$0	\$0
Total	\$10,000	\$10,000

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$24,642	\$0	\$24,642
Total	\$24,642	\$0	\$24,642

UPWP TASK 3.2: Transportation System Monitoring and Database Management

OBJECTIVE: Monitor transportation system conditions and planned improvements associated with all travel modes to support the long-range and ongoing planning efforts of the MPO, local governments, the State and the region.

PREVIOUS WORK: The activities listed below were completed in FYs 2012/13 and 2013/14 on an ongoing basis unless otherwise noted.

1. Completed data collection, including highway, crash records, transit and pedestrian safety statistics
2. Updated annual traffic count map (August 2012 and 2013)
3. Updated Transportation System Database, when new information is available
4. Updated database for trail system, bike lanes and sidewalks
5. Updated data files on pedestrian and bicycle safety statistics
6. Improved the Geographic Information System (GIS) files and utilization of transportation planning applications
7. Updated crash records database
8. Updated Crash Report, with information as available
9. Increased use of real time data for ITS applications
10. Conducted trail surveys (spring 2014)
11. Published annual Level of Service Report (September 2013)

METHODOLOGY: The activities listed below are ongoing unless otherwise noted. Consultant services are anticipated or planned for work associated with this task.

1. Continue to monitor and collect relevant data to the Pinellas County transportation system, in cooperation with FDOT District 7 and local governments
2. Prepare annual traffic count map (August 2014 and 2015)
3. Update sidewalk inventory
4. Review related planning documents, as needed
5. Collect data in support of pedestrian and bicycle safety studies conducted under the Bicycle and Pedestrian Planning Task.
6. Continue Transportation System Database quality control
7. Collect real time data for ITS applications
8. Maintain Transportation System Database with information on existing and planned multi-modal routes, facilities and conditions
9. Develop traffic volume forecasts for 2040
10. Produce annual Level of Service Report
11. Produce Crash Report
12. Travel costs and registration fees related to professional training, seminars, workshops and conferences as related to transportation system monitoring and database management

END PRODUCT: The end products listed below are produced on an ongoing basis unless otherwise noted.

1. Updated transportation system and crash database

Continued on following page...

UPWP TASK 3.2 ...Continued

2. Annual traffic count map (August 2014 and 2015)
3. Updated sidewalk inventory
4. Up-to-date safety data
5. Updated ITS application based on real time data
6. Forecasted traffic volume counts for 2040
7. Annual Level of Service Report (October 2014 and 2015)
8. Crash Report by June 2016
9. State of the System Report (July 2015)

Task 3.2	FY 2014/15					
Agency/Recipient	PL	STP	5305	State Match	Local Match	Total
MPO Staff	\$76,300	\$15,000	\$27,877	\$3,485	\$3,485	\$233,801
Consultant(s)/Auditors	\$37,200	\$0	\$0	\$0	\$0	\$37,200
Total	\$113,500	\$15,000	\$27,877	\$3,485	\$3,485	\$271,001

FY 2014/15 Prior Year Funding				
	STP	5305 Federal	5305 State Match	5305 Local Match
MPO Staff	\$50,000	\$46,124	\$5,765	\$5,765
Total	\$50,000	\$46,124	\$5,765	\$5,765

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$80,000	\$0	\$80,000
STP ARE07	\$131,227	\$15,018	\$146,245
ARA87 (80% federal, 10% state match, 10% local match)	\$6,401	\$0	\$6,401
ARJ71 (80% federal, 10% state match, 10% local match)	\$34,846	\$0	\$24,846
FY 15/16 5305 grant (80% federal, 10% state match, 10% local match)	\$50,185	\$0	\$50,185
Total	\$302,659	\$15,018	\$317,678

UPWP TASK 3.3: Financial Resource and Legislation Monitoring

OBJECTIVE: Ensure availability of funds necessary for the development and implementation of transportation programs and compliance with all applicable local, State and Federal laws and regulations governing or impacting the metropolitan planning process.

PREVIOUS WORK: The activities listed below occurred in FYs 2012/13 and FY 2013/14 on an ongoing basis unless otherwise noted.

1. Reviewed current and proposed legislative matters at all levels of government to determine the potential impacts on the MPO's planning program
2. Provided input for policy direction to the MPO Board on pending legislative matters, including red light cameras and texting while driving legislation
3. Identified funding deficiencies concerning needed transportation improvements
4. Participated in forums on funding information through the MPO Advisory Council (MPOAC) and FDOT
5. Incorporated MAP 21 requirements and programs into MPO activities
6. Participated in the development of financial guidelines for the MPO's long range plans
7. Completed Financial Resources Technical Memorandum (January 2014)

METHODOLOGY: The activities listed below are ongoing unless otherwise noted.

1. Identify existing and anticipated funding sources for the implementation of the TIP and LRTP
2. Review local, State and Federal legislative and regulatory matters to determine relevance to the MPO
3. Prepare periodic reports to the MPO including position statements
4. Modify MPO procedures, plans and programs to comply with applicable laws, regulations, and federal and state guidelines, as necessary
5. Seek local government support for existing and proposed funding sources necessary to implement the LRTP
6. Travel costs and registration fees related to professional training, seminars, workshops and conferences
7. Comprehensive review of financial resources, needs and funding policy

END PRODUCT: The end products listed below are produced on an ongoing basis unless otherwise noted.

1. Planning program that responds to and complies with applicable laws and regulations
2. Recommendations to the MPO policy board and other elected officials regarding Federal and State legislation
3. Maintain a reliable system of accounting and tracking for all funds used for transportation planning

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UPWP TASK 3.3 ...Continued

Task 3.3	FY 2014/15	
Agency/Recipient	PL	Total
MPO Staff	\$8,900	\$8,900
Consultant(s)/Auditors	\$0	\$0
Total	\$8,900	\$8,900

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$15,184	\$0	\$15,184
Total	\$15,184	\$0	\$15,184

UPWP TASK 4.1: Congestion Management, Safety and Operations Planning

OBJECTIVE: Improve the operating efficiency and safety of the transportation systems within the MPO Planning Boundary while reducing demand for single occupant vehicle travel.

PREVIOUS WORK: Work completed in FYs 2012/13 and 2013/14 is shown below. The work was completed on an ongoing basis unless otherwise noted.

1. Reviewed the Congestion Management Process (CMP) project list for inclusion in the TIP
2. Carried out activity supporting transportation demand management (TDM) programs (i.e., regional vanpool, rideshare program, school pool, guaranteed ride home) in the TIP
3. Assessed status of improvements identified in CMP studies
4. Prepared the CMP Policies and Procedures Manual (Fall 2013)
5. Incorporated the MPO's Crash Data Management System (CDMS) and FDOT's high crash locations into CMP prioritization process
6. Maintained and updated the CMP tracking chart
7. Produced bi-annual State of the System Report (2012)
8. Coordinated with local and State governments in the implementation of ITS management proposals and in the sharing of signal timing study data
9. Implemented Advanced Traffic Management System (ATMS) Master Plan recommendations
10. Developed short-range transportation system management strategies
11. Coordinated TDM plans and activities with other MPO planning efforts and policies
12. Assisted and participated in RSAs
13. Processed amendments to Countywide Truck Route Plan
14. Completed corridor evaluation study to identify CMP projects for the 2040 LRTP (January 2014)

METHODOLOGY: The activities listed below are ongoing unless noted otherwise. Consultant services are anticipated or planned for work associated with this task.

1. Participate in statewide initiatives addressing CMP development
2. Continue to support ride sharing, vanpool programs and other TDM strategies
3. Continue to develop and implement the CMP
4. Develop performance measures for each CMP project
5. Maintain updated tracking chart of CMP/safety studies, assessments & project implementation
6. Conduct a review of previously studied CMP corridors using transportation demand management and ITS strategies, and assess all relevant performance measures
7. Ensure coordination with other MPO CMPs in the region
8. Produce the 2014 State of the System Report (July 2015) and utilize report to identify congested roadways and key strategies for addressing recurring and non-recurring congestion
9. Update CMP projects in the TIP, as needed
10. Develop plan for implementing CMP projects in LRTP update
11. Conduct assessments of high crash intersections
12. Conduct and implement corridor strategy plans as identified through CMP
13. Identify congested roadways for future study
14. Re-evaluate existing CMP strategies and goals, annually
15. Identify system-level performance measures to be used to evaluate the effectiveness of congestion management strategies and develop project-level performance measures

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UPWP TASK 4.1 ...Continued

16. Conduct congestion management meetings and workshops with County and cities
17. Carry out activities associated with the review of traffic calming/management plans
18. Provide staff services and technical support to the Transportation Mobility Management Advisory Committee (TMMAC), formerly known as the ITS Advisory Committee
19. Update inventory of countywide ITS infrastructure
20. Coordinate with FDOT and local/regional agencies on ITS improvements
21. Review TIP to determine compatibility and consistency of scheduled ITS projects with Tampa Bay Regional Architecture and National ITS Architecture
22. Monitor implementation of ATMS projects
23. Provide technical support to local government TDM activities and those managed by TBARTA
24. Conduct RSAs in coordination with local and regional entities
25. Process amendments to the Truck Route Plan, as necessary
26. Address freight movement planning and strategies
27. Conduct corridor studies, including US 19 Pilot Project and Alternate US 19 studies
28. Travel costs and registration fees related to congestion management, safety and operations training, seminars, workshops and conferences
29. Enhance access to beaches

END PRODUCT: The end products listed below are produced on an ongoing basis, unless noted otherwise.

1. Updated list of CMP project priorities in the TIP (November 2014 and 2015)
2. 2014 State of the System Report (July 2015)
3. Detailed analysis of “hot spots” and congested corridors identified through CMP
4. Integration of CMP into MPO planning program
5. Evaluated congestion management performance measures (June 2015 and 2016)
6. Consistent application of congestion management and/or transportation management plan initiatives among affected jurisdictions by developing partnerships with all local jurisdictions leading to cooperative management and financial support
7. Implementation of strategies from corridor strategy plans
8. Coordination of ITS projects between local governments/agencies and FDOT
9. Completed RSAs when indicated by State of the System report
10. Up-to-date Truck Route Plan and Freight Mobility Plan in cooperation with FDOT and TBARTA
11. Corridor studies in high-need areas, including US 19 Pilot Project (estimated completion January 2016)

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UPWP TASK 4.1 ...Continued

Task 4.1	FY 2014/15						
Agency/Recipient	PL	STP	5305	State Match	Local Match	Prior Year Funding	Total
MPO Staff	\$50,000	\$75,000	\$19,881	\$2,485	\$2,485	*	\$457,472
Consultant(s)/Auditors	\$0	\$0	\$0	\$0	\$0	*	\$99,705
Total	\$50,000	\$75,000	\$19,881	\$2,485	\$2,485	*	\$557,177

*FY 2014/15 Prior Year Funding				
	STP	5305 Federal	5305 State Match	5305 Local Match
MPO Staff	\$100,000	\$166,098	\$20,762	\$20,762
Consultant(s)		\$79,763	\$9,971	\$9,971
Total	\$100,000	\$245,861	\$30,733	\$30,733

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$14,807	\$117,304	\$132,111
STP ARE07	\$140,015	\$0	\$140,015
ARA87 (80% federal, 10% state match, 10% local match)	\$148,804	\$95,956	\$244,760
ARJ71 (80% federal, 10% state match, 10% local match)	\$20,132	\$4,720	\$24,851
FY 15/16 5305 grant (80% federal, 10% state match, 10% local match)	\$12,500	\$0	\$12,500
Total	\$336,2568	\$217,979	\$554,237

UPWP TASK 4.2: Public Transportation Planning

OBJECTIVE: Assist efforts of PSTA to deliver cost effective and efficient transit services and develop and implement strategies and plans intended to provide long term mobility solutions in Pinellas County.

PREVIOUS WORK: The activities listed below took place during FY 2012/13 and 2013/14 on an ongoing basis unless otherwise noted.

1. Assessed public transportation alternatives to connect Pinellas and Hillsborough Counties via the Howard Frankland Bridge (in process)
2. Developed Greenlight Pinellas Plan, adopted December 2013
3. Preparation and submittal (January 2014) of an Integrated Corridor Management (ICM) Deployment Planning Grant through U.S. DOT and FHWA
4. Completed and adopted the 2013 annual Transit Development Plan (TDP) Update and the Major Ten-Year TDP update (Summer 2013)
5. Implemented (December 2012) and monitored Connector/"Flex" Services in north Pinellas County
6. Developed a Capital Improvement Plan for a five year period identifying the use of FTA Section 5307 formula fund (annual)
7. Continued analysis of average fares and fare policies
8. Completed a transit facilities (e.g., shelters and transit centers) guidelines document to be used by municipalities for all PSTA amenities (December 2012)
9. Programmed bus stop pad/curb retrofits and accessibility improvements along major route corridors serving PSTA's most productive route
10. Conducted/facilitated workshop sessions with the Transit Advisory Committee and PSTA Board
11. Finalized installation of the automatic vehicle location (AVL) and real-time passenger information technologies system wide (June 2013)
12. Carried out activities associated with the integration of ITS technologies, including implementation of the Wi-Fi pilot project
13. Completed Community Bus Plan (December 2013)
14. Participated in Advisory Committee for Pinellas Transportation (ACPT) meetings

METHODOLOGY: The activities listed below are ongoing unless noted otherwise. Consultant services are anticipated or planned for work associated with this task.

1. Update TDP annually to incorporate and document existing and planned transit service improvements and input from public involvement activity
2. Continue to analyze changes in fare revenue and average fare by specific fare categories
3. Continue to integrate ITS technologies such as automated vehicle location (AVL), automatic passenger counters (APC), real-time bus arrival information, and smart cards, as appropriate, to with transit operations
4. Develop Program of Projects for Section 5307 funding for new buses, bus parts, shop equipment, preventive maintenance planning studies and passenger amenities
5. Evaluate use of new community shelter designs and transit centers
6. Expand use of APCs
7. Provide more solar powered security lighting at passenger shelters and stand-alone bus stops
8. Develop schedule for bus replacement for new service developed under Greenlight Pinellas Plan

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UPWP TASK 4.2 ...Continued

9. Continue efforts to support the application of local concurrency/land development requirements relating to transit improvements
10. Carry out activities to improve bus stop accessibility for pedestrians and bicyclists
11. Facilitate public participation activities and workshops related to transit plans
12. Continue liaison activities between the MPO, FDOT, TBARTA municipalities, PSTA and other regional transit and land use agencies
13. Carry out activities associated with providing transit data for use in the development of various plans and projects, such as the Congestion Management Process, Long Range Transportation Plan, CMP, LRTP, and the RTA traffic forecast model
14. Conduct public outreach and market research to solicit information concerning proposed transit service, service enhancement or specific area of concern
15. Utilize findings from market research studies to support strategic and service planning efforts
16. Review and monitor transit plans for consistency with the LRTP and other transportation plans
17. Carry out work associated with the development of ITS for transit
18. Carry out work associated with the purchase of new buses, passenger amenities, and other grant-funded procurements
19. Conduct planning studies and related work necessary to advance Greenlight Pinellas projects. These activities include environmental design and engineering studies for the Bus Rapid Transit and rail corridors, and procuring capital assets to support system expansion
20. Carry out activities associated with inter-agency coordination related to various transportation studies and projects, such as the Greenlight Pinellas Plan implementation, the LRTP, the Howard Frankland Bridge PD&E and Transit Corridor Evaluation, BRT in Express Lanes Study, Bike and Pedestrian Access to Transit Study, the TBARTA Master Plan, regional fare collection, and local transportation and land use planning activities
21. Evaluate and advance regionally significant public transportation projects and develop regional specifications for the ultimate purchase of regionally consistent technologies to enhance interoperability of transit systems. Projects may include, but are not limited to, regional transit routes and paratransit services; common fare structure and media; and common support technology including fare boxes, automatic vehicle locators, enunciators, etc
22. Carry out activities associated with inter-agency coordination in the development of park and ride facilities and bus transfer locations for the regional commuter vanpool program
23. Evaluate and support transportation demand management strategies related to transit
24. Carry out work associated with public outreach related to regionally significant public transportation projects
25. Participate in ACPT meetings
26. Attend and travel associated with workshops, meetings, and conferences related to transit planning
27. Conduct activities related to planning for future transit center development
28. Carry out activities related to transit access and connectivity among modes

END PRODUCT: The end products listed below occur annually unless noted otherwise.

1. Adopted TDP
2. Section 5307 Capital Improvement Plan
3. Implementation plans for Greenlight Pinellas projects (ongoing)

Continued on following page...

UPWP TASK 4.2 ...Continued

4. Comments and recommendations provided on regionally significant public transportation projects (ongoing)
5. Integration of ITS technologies with transit system (ongoing)
6. Incorporated findings from public outreach and any market research studies conducted (ongoing)
7. Recommendations related to new community design shelters, transit centers, and trolley services (ongoing)
8. Improved consistency in local transit plans and LRTP (ongoing)
9. Quarterly progress reports on PSTA activities for grant reimbursement (ongoing)
10. Support for commuter vanpool program, including Park and Ride and Bus transfer facilities
11. Implementation plans associated with regionally significant public transportation projects
12. Updated transit elements of TBARTA Regional Transportation Master Plan
13. Priority ranking for transfer facilities
14. Concept plan for selected sites

Task 4.2	FY 2014/15						
Agency/Recipient	PL	STP	5305	State Match	Local Match	5307	Total
MPO Staff	\$22,038	\$16,216	\$76,880	\$19,610	\$19,610	\$0	\$223,663
Consultant(s)							\$0
PSTA			\$80,000			\$665,000	\$745,000
Total	\$22,038	\$16,216	\$156,880	\$19,610	\$19,610	\$665,000	\$968,663

FY 2014/15 Prior Year Funding				
	STP	5305 Federal	5305 State Match	5305 Local Match
MPO Staff	\$50,000	\$15,447	\$1,931	\$1,931
Total	\$50,000	\$15,447	\$1,931	\$1,931

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$77,038	\$0	\$77,038
STP ARE07	\$102,142	\$0	\$102,142
ARA87 (80% federal, 10% state match, 10% local match)	\$584	\$0	\$0
ARJ71 (80% federal, 10% state match, 10% local match)	\$128,542	\$0	\$128,542
FY 15/16 5305 grant (80% federal, 10% state match, 10% local match)	\$99,283	\$80,000	\$179,238
FTA 5307	\$0	\$1,214,985	\$1,214,985
Total	\$407,590	\$1,294,985	\$1,702,575

NOTE: The Federal Transit Administration (FTA) allocates Section 5307 formula funding to the Tampa/St. Petersburg/Clearwater urbanized area to share between two designated recipients, the Hillsborough Area Regional Transit Authority (HART) and the Pinellas County MPO. The MPO "passes through" the Section 5307 funds to the Pasco County Public Transportation (PCPT), and PSTA, as Direct Recipients, and to TBARTA, as a subrecipient, for transit planning, capital purchases and preventative maintenance. Planning tasks funded by 5307 are shown in UPWP.

UPWP TASK 4.3: Transportation Disadvantaged (TD) Program Planning

OBJECTIVE: Provide for the cost effective delivery of transportation services to the disadvantaged community in Pinellas County.

PREVIOUS WORK: The activities listed below were completed in FYs 2012/13 and 2013/14 on an ongoing basis unless otherwise noted.

1. Prepared Transportation Disadvantaged Element of the TIP (April 2013 and 2014)
2. Participated in public involvement activities including meetings and presentations to MPO committees, senior citizen organizations, local human service agencies, Medicaid recipients and the local coalition for community services
3. Improved coordination of TD Program services
4. Produced planning documents and reports on TD Program
5. Updated the Transportation Disadvantaged Service Plan (TDSP), May 2013 and 2014
6. Participated in CTD meetings concerning the TD Program and Medicaid transportation
7. Completed Community Transportation Coordinator (CTC) annual evaluations
8. Updated TD Program user application form (May 2013)
9. Conducted public hearing with the Local Coordinating Board (LCB) (February 2013 and February 2014)
10. Prepared Annual Operating Report and TD Program Actual Expenditure Report (September 2012 and 2013)
11. Implemented recommendations from CTC evaluations
12. Prepared subgrantee JARC and New Freedom grant program agreements, as needed
13. Prepared JARC and New Freedom grant applications, as available
14. Issued request for JARC and New Freedom grant applications (July 2012)

METHODOLOGY: The activities listed below are ongoing unless otherwise noted.

1. Prepare the TD element of the TIP (April 2015 and 2016)
2. Evaluate services to the TD population to ensure adequacy of service and compliance with applicable Federal and State policies
3. Monitor unmet needs of the TD community and provide informational materials to individuals or groups eligible for TD Program services
4. Provide staff support to the LCB
5. Provide staff assistance to PSTA in their duties as the CTC
6. Participate in and travel to activities and meetings sponsored by the CTD
7. Provide disaster/emergency procedural information to TD Program clients
8. Update the TDSP annually and as needed
9. Conduct annual CTC evaluation
10. Conduct annual public hearing
11. Meet with other LCBs in the TMA area to coordinate on regional TD issues and identify potential solutions, including travel and preparations for coordination meetings
12. Administer and manage JARC and New Freedom grants
13. Provide oversight to FTA subgrantees in administration of FTA grant programs

Continued on following page...

UPWP TASK 4.3 ...Continued

END PRODUCT: The products listed below are produced on an ongoing basis unless otherwise noted.

1. Complete and update TD element of the TIP (April 2015 and 2016)
2. TD Program service monitoring and assurances that TD needs are being met
3. TD population vulnerable to hurricane event informed of evacuation and shelter options
4. LCB meetings
5. Updated TDSP (June 2015 and 2016)
6. CTC performance evaluation (September 2014 and 2015)
7. Annual public hearings at LCB meeting (February 2015 and 2016)

Task 4.3	FY 2014/15								
Agency/ Recipient	PL	STP	5305	TD	5316	5317	State Match	Local Match	Total
MPO Staff	\$4,171	\$0	\$8,119	\$38,699	\$88,229	\$0	\$1,015	\$1,015	\$145,045
Consultant(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$4,171	\$0	\$8,119	\$38,699	\$88,229	\$0	\$1,015	\$1,015	\$145,045

FY 2014/15 Prior Year Funding				
	STP	5305 Federal	5305 State Match	5305 Local Match
MPO Staff	\$0	\$3,037	\$380	\$380
Total	\$0	\$3,037	\$380	\$380

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$20,000	\$0	\$20,000
STP ARE07	\$35,000	\$0	\$35,000
ARJ71 (80% federal, 10% state match, 10% local match)	\$4,835	\$0	\$4,835
FY 15/16 5305 grant (80% federal, 10% state match, 10% local match)	\$27,324	\$0	\$27,384
CTD GO251	\$38,699	\$0	\$38,699
Total	\$125,858	\$0	\$125,858

UPWP TASK 4.4: Bicycle and Pedestrian Planning

OBJECTIVE: Provide and expand opportunities for bicyclists and pedestrians to travel safely throughout the County for commuting and recreational purposes and increase opportunities for multi-modal travel and quality of life experiences through the application of complete street strategies.

PREVIOUS WORK: Activities carried out for this task in FYs 2012/13 and 2013/14 are listed below. All of the activities are ongoing unless otherwise noted.

1. Implemented the pedestrian and bicycle components of the LRTP, including the maintenance of a county-wide sidewalk, bicycle and trail inventory
2. Conducted educational programs for school children on bicycle and pedestrian safety
3. Provided staff services to the Bicycle and Pedestrian Transportation Advisory committees, the Pinellas Trail Security Task Force and the School Transportation Safety Committee
4. Completed the Bicycle and Pedestrian Crash Data Report (December 2012)
5. Developed goals, objectives and policies for inclusion in Bicycle Pedestrian Master Plan
6. Completed Bicycle and Pedestrian Facilities Element (December 2013)
7. Contributed towards regional trail activities and development
8. Participated in the annual Safety Awareness Day, Walk to School Day, Bike Month and Bike to Work Day
9. Developed and distributed Discover Pinellas bicycle/trail facility brochure and foldout map (2012)
10. Completed Tri-county Trail study (December 2013)
11. Carried out activities associated with implementation of the Pinellas Trail Loop Plan including TIGER V and TIGER VI grant applications for funds needed to complete the project (May 2013, April 2014)
12. Analyzed pedestrian and bicycle accident data
13. Developed Complete Streets policies for Bicycle Pedestrian Master Plan and LRTP (2014)
14. Participated in FDOT bus stop access study (2014)
15. Worked on completing update to the Bicycle Pedestrian Master Plan (2013/14)
16. Worked on inter-jurisdictional standardizing of intersection treatments at trail crossings

METHODOLOGY: The following activities are ongoing unless otherwise noted. Consultant services are anticipated or planned for work associated with this task.

1. Implement bicycle and pedestrian planning strategies and policies of the LRTP and Bicycle Pedestrian Master Plan
2. Implement Tri-County Trail project
3. Work with PSTA, FDOT and local governments to improve bus stop accessibility for bicyclists and pedestrians
4. Sponsor and participate in educational programs, including elementary school safety training
5. Provide staff support for the Bicycle Pedestrian Transportation Advisory Committee, the Pinellas Trail Security Task Force and the School Transportation Safety Committee
6. Monitor implementation of bicycle, trail and pedestrian facility projects
7. Carry out activities related to implementation of the Pinellas Trail Loop Plan
8. Monitor, analyze and report on pedestrian and bicycle crash data
9. Evaluate trail crossings at intersections for needed improvements

Continued on following page...

UPWP TASK 4.4 ...Continued

10. Implement recommendations from the Pedestrian Safety Action Plan and Bicycle Pedestrian Crash Report
11. Implement recommendations from the Bicycle and Pedestrian Master Plan
12. Implement Bicycle Pedestrian Master Plan Facilities Element
13. Update of Bicycle Pedestrian Master Plan
14. Coordinate on cross-boundary projects, such as Coast-to-Coast Trail
15. Travel costs and registration fees related to professional training, seminars, workshops and conferences as related to bicycle and pedestrian planning

END PRODUCT: The end products below are produced on an ongoing basis unless noted otherwise.

1. Participation in educational programs relating to bicycle and pedestrian safety, including elementary school safety training, Safety Awareness Day, Walk to School Day, Bike Month, and Bike to Work Day
2. Inclusion of pedestrian, bicycle and trail projects in MPO planning documents (e.g. LRTP, TIP)
3. Coordination of local and regional pedestrian, bicycle and trail plans and projects
4. Updated bicycle and pedestrian crash data
5. Implemented policies and projects from the Bicycle Pedestrian Master Plan, and Pedestrian Safety Action
6. Up-to-date Bicycle Pedestrian Master Plan
7. Implemented safety improvements identified in Bicycle Pedestrian Crash Report and related studies

Task 4.4	FY 2014/15					
Agency/Recipient	PL	STP	5305	State Match	Local Match	Total
MPO Staff	\$73,075	\$65,000	\$1,924	\$241	\$241	\$327,015
Consultant(s)/Auditors	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$73,075	\$65,000	\$1,924	\$241	\$241	\$327,015

FY 2014/15 Prior Year Funding				
	STP	5305 Federal	5305 State Match	5305 Local Match
MPO Staff	\$120,783	\$52,602	\$6,575	\$6,575
Total	\$120,783	\$52,602	\$6,575	\$6,575

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$120,799	\$0	\$120,799
STP ARE07	\$103,873	\$0	\$103,873
ARJ71 (80% federal, 10% state match, 10% local match)	\$2,406	\$0	\$2,406
FY 15/16 5305 grant (80% federal, 10% state match, 10% local match)	\$25,000	\$0	\$25,000
Total	\$252,077	\$0	\$252,077

UPWP TASK 4.5: Local Government Technical Assistance

OBJECTIVE: Ensure consistency of local government comprehensive plans and land development regulations affecting transportation, to the extent feasible, with MPO plans and programs.

PREVIOUS WORK: The work conducted in this task during FYs 2012/13 and 2013/14 is listed below. It occurred on an ongoing basis unless otherwise noted.

1. Provided ongoing review of local government comprehensive plans and plan amendments to determine consistency and compatibility with the LRTP and TIP
2. Provided technical support to local governments regarding the application of the Pinellas County Transportation Impact Fee Ordinance (TIFO)
3. Completed development of countywide mobility plan (September 2013)
4. Provided technical support and data to local governments supporting their planning efforts. Data included crash statistics, traffic counts, roadway level of service, and functional classification and future right-of-way information

METHODOLOGY: The activities listed below are ongoing unless otherwise noted.

1. Review transportation-related amendments of local comprehensive plans to determine consistency with MPO documents, including the LRTP and TIP
2. Provide data and technical assistance to local governments for comprehensive planning purposes
3. Work with local governments to implement countywide mobility plan
4. Continue to support local government efforts to administer the Pinellas County TIFO in a manner consistent with standard approaches.
5. Provide technical support relating to the consistent application of land development codes regarding transportation-related regulations.
6. Administer countywide mobility plan
7. Attend and travel to meetings and workshops related to this task
8. Technical support for complete streets development and implementation

END PRODUCT: The end products listed below are produced on an ongoing basis unless noted otherwise.

1. Consistency of land development policies and codes related to management of development impacts on the transportation system among the County's local governments
2. Consistency of local government comprehensive plans and policies related to management of the transportation system with MPO plans and programs
3. Consistent application of Countywide Mobility Plan throughout Pinellas County
4. Consistent application of Transportation Impact Fee Ordinance throughout Pinellas County
5. Complete streets technical assistance resources (manual, workshops etc.)

Continued on following page...

UPWP TASK 4.5 ...Continued

Task 4.5	FY 2014/15					
Agency/Recipient	PL	STP	5305	State Match	Local Match	Total
MPO Staff	\$21,250	\$5,000	\$18,750	\$2,344	\$2,344	\$80,341
Consultant(s)/Auditors	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$21,250	\$5,000	\$18,750	\$2,344	\$2,344	\$80,341

FY 2014/15 Prior Year Funding				
	STP	5305 Federal	5305 State Match	5305 Local Match
MPO Staff	\$15,000	\$12,523	\$1,565	\$1,565
Total	\$15,000	\$12,523	\$1,565	\$1,565

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$66,253	\$0	\$66,253
STP ARE07	\$35,000	\$0	\$35,000
ARJ71 (80% federal, 10% state match, 10% local match)	\$23,438	\$0	\$23,438
FY 15/16 5305 grant (80% federal, 10% state match, 10% local match)	\$43,025	\$0	\$23,025
Total	\$167,716	\$0	\$167,716

UPWP TASK 4.6: Miscellaneous Technical Studies

OBJECTIVE: Respond to MPO planning needs requiring the allocation of resources for tasks not identified during the process of preparing the biennial UPWP.

PREVIOUS WORK: In 2012/13 and 2013/14 MPO staff coordinated FDOT's midblock crossing program in the Gulf beach communities.

METHODOLOGY: This task will include work associated with technical studies that are prompted on short notice as a result of a special need identified during the course of carrying out UPWP tasks or studies that occur every few years. An example of an assignment under this task would be a safety evaluation of an intersection with high number of bicycle and pedestrian crashes. Consultant services are anticipated or planned for work associated with this task. This task may also include staff travel to and participation in meetings related to technical studies.

END PRODUCT: End products for studies or activities will vary depending on the nature of the work involved. All planning studies will result in the completion of some type of final report and all reviews and analyses will result in reports of findings.

Task 4.6	FY 2014/15					
Agency/Recipient	PL	STP	5305	State Match	Local Match	Total
MPO Staff	\$16,217	\$3,784	\$1,925	\$241	\$241	\$53,060
Consultant(s)/Auditors	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$16,217	\$3,784	\$1,925	\$241	\$241	\$53,060

FY 2014/15 Prior Year Funding				
	STP	5305 Federal	5305 State Match	5305 Local Match
MPO Staff	\$15,000	\$12,523	\$1,565	\$1,565
Total	\$15,000	\$12,523	\$1,565	\$1,565

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$21,217	\$0	\$21,217
STP ARE07	\$33,784	\$0	\$33,784
ARA87 (80% federal, 10% state match, 10% local match)	\$1,297	\$0	\$1,297
ARJ71 (80% federal, 10% state match, 10% local match)	\$2,407	\$0	\$0
FY 15/16 5305 grant (80% federal, 10% state match, 10% local match)	\$2,500	\$0	\$0
Total	\$61,205	\$0	\$61,205

UPWP TASK 5.1: Transportation Improvement Program Development and Maintenance

OBJECTIVE: Develop and maintain the TIP pursuant to Federal and State requirements while ensuring its consistency with the LRTP and local comprehensive plans

PREVIOUS WORK: The activities listed below occurred during FYs 2012/13 and 2013/14 on an ongoing basis unless otherwise noted.

1. Prepared annual and fall update versions of the TIP (November 2012, June 2013, November 2013, June 2014)
2. Included Pinellas County and municipal work programs into fall update
3. Developed methodology for showing total cost in the TIP (2012)
4. Adopted TIP in accordance with MAP-21 requirements (June 2012 and 2013)
5. Processed TIP amendments (ongoing)
6. Updated TIP (November 2012 and 2013)
7. Maintained web-based TIP application (ongoing)
8. Involved MPO's public participation process and advisory committees in TIP development and approval processes
9. Added new user-friendly features to online version of the TIP, including hyperlinks to all LRTP references, links to the MPO homepage and interactive online TIP
10. Updated the TAP, STP and CMP priority lists in the TIP
11. Updated TAP Priority List Status Report

METHODOLOGY: The activities listed below are ongoing unless otherwise noted.

1. Develop the TIP in coordination with information collected from FDOT, local governments, citizens and transportation providers within Pinellas County for print and web-based publication
2. Annual review and submittal to FDOT of funding priorities for Federal programs
3. Identify transportation improvement projects and phasing for implementation based on LRTP
4. Incorporate congestion management provisions in the TIP, in association with Task 4.1
5. Continue to coordinate with FDOT in the development of their Five-Year Work Program
6. Participate in and travel to workshops and training seminars associated with capital improvement planning
7. Ensure consistency with TIP and LRTP
8. Publish listing of previously funded Federal aid projects in the TIP
9. Continue maintenance of the web-based TIP application
10. Ensure TIP is updated in accordance with State and Federal laws
11. Update TAP, STP and CMP priority lists in the TIP
12. Update TIP-related TAP Priority List Status Report (ongoing)
13. Provide TAP guidelines and coordinate with local governments on the re-submittal of enhancement projects on the new TAP form, per MAP-21 requirements
14. Continue to update TIP interactive online information
15. Travel costs and registration fees related to professional training, seminars, workshops and conferences relating to the TIP

END PRODUCT:

1. Adopted TIP (July 2014 and 2015), consistent with LRTP and in accordance with State and Federal legislation
2. Updated TIP (November 2014 and 2015), reflecting new County and municipal work programs

Continued on following page...

UPWP TASK 5.1...Continued

3. Updated web-based TIP application (ongoing)
4. Utilization of the LRTP to identify potential transportation improvement projects (ongoing)
5. Updated TMA project priority list included in the TIP
6. Updated TIP-related TAP Priority List Status Report (ongoing)

Task 5.1	FY 2014/15	
Agency/Recipient	PL	Total
MPO Staff	\$54,725	\$54,725
Consultant(s)/Auditors	\$0	\$0
Total	\$54,725	\$54,725

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$73,000	\$0	\$73,000
Total	\$73,000	\$0	\$73,000

UPWP TASK 6.1: Long Range Plan and Air Quality

OBJECTIVE: Develop and maintain a long-range transportation plan in accordance with US CFR 450, as well as consistency with the State Implementation Plan and Clean Air Act Amendments, providing for a safe, secure and energy efficient multi-modal transportation system.

PREVIOUS WORK: The activities listed below took place during FYs 2012/13 and 2013/14. They occurred on an ongoing basis unless noted otherwise.

1. Updated TAZ boundary network for decennial Census data
2. Ensured LRTP compliance with FHWA and FTA rules to implement requirements of Federal legislation, including the 1990 Clean Air Act Amendments
3. Developed a list and map of existing plus committed transportation improvements for input into the regional transportation analysis (RTA) forecast model
4. Participated in process to review and modify, as necessary, data developed for the RTA model
5. Processed 2035 LRTP amendments
6. Conducted local government/agency surveys, interviews and a comprehensive plan document review to develop planning assumptions to guide the LRTP update (January 2013)
7. Reviewed and updated LRTP goals, objectives and policies (Summer 2013)
8. Assessed low income and minority population census tract data to develop an Environmental Justice profile for Pinellas County (November 2012)
9. Developed socioeconomic data for input into the RTA model (Spring/Summer 2013)
10. Developed and implemented public involvement plan for the 2040 LRTP, including strategies to solicit ongoing input into the LRTP development through events such as eTownHall meetings, focus group discussions, station area design charrettes, community workshops and presentations for civic and business groups (December 2012)
11. Began development of system-wide performance measures
12. Documented the financial resources available for the implementation of the 2040 LRTP
13. Began development of per-mile cost estimates for projects to be identified through the 2040 LRTP Needs Assessment
14. Began the prioritization and phasing plan for the projects identified in the Needs Assessment
15. Provided travel demand modeling support for project development and environmental (PD&E) studies and monitored mobile source emission trends in the Pinellas/Hillsborough County air shed
16. Monitored Vehicle Miles of Travel (VMT), mobile source emissions, trends on vehicle type, fuel usage and air toxics

METHODOLOGY: The activities listed below are ongoing unless noted otherwise. Consultant services are anticipated or planned for work associated with this task.

1. Conduct limited small area traffic evaluations
2. Identify and evaluate transportation improvements that may be necessary to meet the County's changing transportation needs
3. Carry out activities necessary to address comments of FHWA resulting from the MPO certification process
4. Attend and travel to workshops, meetings and conferences related to transportation planning and air quality
5. Ensure performance measurements are evaluated and adjusted, as necessary

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UPWP TASK 6.1 ...Continued

6. Monitor and evaluate implementation of LRTP policies and measures of effectiveness
7. Assess changing conditions within the urban area concerning transportation improvement needs through testing alternatives as necessary
8. Implement LRTP projects through the TIP
9. Implement public involvement plan associated with the development of the 2040 LRTP, in conjunction with Task 2.1
10. Develop 2040 LRTP, including compilation of transit, safety, security, system operations, sustainability and climate change elements
11. Develop LRTP revenue and cost estimates
12. Identify long term transportation needs
13. Prioritize and phase LRTP projects by year of expenditure
14. Coordinate integration of LRTP and Countywide Land Use Plan with PPC
15. Utilize the RTA model as a tool to help identify needed transportation improvements for the 2040 LRTP
16. Participate in the review of the Pinellas County Emissions Inventory for ozone precursors and greenhouse gasses in coordination with the Pinellas County Air Quality Division, and the Florida Department of Environmental Protection
17. Monitor VMT and mobile source emissions, trends on vehicle type, fuel usage and air toxics in coordination with the Pinellas County Division of Air Quality
18. Conduct and participate in ETDM screening, as needed
19. Coordinate with FDOT to develop systemwide performance measures and targets to satisfy requirements of MAP-21

END PRODUCT: The end products listed below are produced on an ongoing basis unless otherwise noted.

1. Updated RTA model data files on travel demand characteristics and projections for travel demand and land use allocation model validation and updates
2. Compliance with FHWA comments regarding certification
3. Updated TAZ boundary network
4. Developed and analyzed performance measurements for the transportation system and transportation planning activities
5. Adopted 2040 LRTP by December 2014
6. LRTP amendments necessary to accommodate projected travel needs and demands
7. Maintained and updated LRTP
8. Consistency between LRTP, local government comprehensive plans and Florida Transportation Plan (FTP)
9. LRTP compliant with FHWA and FTA rules to implement requirements of MAP-21 and/or subsequent legislation and the 1990 Clean Air Act Amendments
10. System-wide performance measures
11. Public involvement events for LRTP update and amendments, including scenario planning, community workshops, focus group meetings and staff presentations at civic and business group meetings
12. Matrix of LRTP Public Involvement Plan Performance Measures, comparing strategies to goals for LRTP (2014)

Continued on following page...

UPWP TASK 6.1...Continued

13. LRTP Public Involvement Plan Report documenting outreach activities and comments collected for 2040 LRTP
14. Public outreach materials (e.g. newsletters, fact sheets, surveys, web-based communications) associated with LRTP
15. Updated data for monitoring air quality, including VMT reports, emissions and potential areas of concern for air quality

Task 6.1	FY 2014/15					
Agency/Recipient	PL	STP	5305	State Match	Local Match	Total
MPO Staff	\$91,325	\$0	\$0	\$0	\$0	\$239,192
Consultant(s)/Auditors	\$0	\$150,000	\$50,000	\$6,250	\$6,250	\$212,500
Total	\$91,325	\$150,000	\$50,000	\$6,250	\$6,250	\$451,692

FY 2014/15 Prior Year Funding				
	STP	5305 Federal	5305 State Match	5305 Local Match
MPO Staff	\$20,000	\$102,293	\$12,787	\$12,787
Total	\$20,000	\$102,293	\$12,787	\$12,787

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$50,000	\$0	\$50,000
STP ARE07	\$117,194	\$5,000	\$122,194
ARJ71 (80% federal, 10% state match, 10% local match)	\$62,451	\$0	\$62,451
FY 15/16 5305 grant (80% federal, 10% state match, 10% local match)	\$9,375	\$0	\$9,375
Total	\$239,020	\$5,000	\$244,020

UPWP TASK 7.1: Participation in Other Regional and Statewide Activities

OBJECTIVE: Participate in other regional and statewide activities and organizations that have an impact on the regional multimodal transportation system.

PREVIOUS WORK:

1. Participated in regular and special meetings of the Tampa Bay Regional Planning Council (TBRPC); Florida MPO Advisory Council; Tampa Bay Area Regional Transportation Authority (TBARTA); Corridor Management entities for Courtney-Campbell Causeway and Suncoast Parkway; Florida Aviation System Planning Process; Tampa Bay Partnership; and Florida Transportation Commission (Ongoing).
2. Updated the Tri-County Access Plan (a Locally Coordinated Human Services Transportation Plan).
3. Reviewed and ranked applications for funding (Annually).
4. Participated in the development and implementation of the Tampa Bay Regional Strategic Freight Plan with the FDOT Regional Goods Movement Advisory Committee (Ongoing).
5. Participated in the Regional Transportation Interagency Exchange facilitated by FDOT. (Ongoing)
6. Provided input into the development of the Florida SIS 2040 Cost Feasible Plan (2013).
7. Provided input and coordinated with TBARTA in the update to its Master Plan (2013).
8. Formed the Tampa Bay Transportation Management Area (TMA) Leadership Group, and produced a TMA Profile document and maps (2013).

METHODOLOGY: The activities listed below are ongoing unless noted otherwise. General planning consultant services may be utilized to assist with this task.

1. Participate in the Technical Review Team for the Tampa Bay Regional Planning Model to ensure seamless travel demand analyses across county borders.
2. As needed, support the air quality planning process and monitor mobile source emissions.
3. Participate in the Florida Model Task Force for consistent travel demand analysis methods and technical advances statewide.
4. Participate in the Florida MPO Advisory Council activities and meetings to share best practices, conduct statewide research tasks, and stay abreast of statewide policy changes.
5. Coordinate regional rideshare and vanpool program planning with TBARTA and Transportation Management Organizations.
6. Provide input to the Florida Transportation Commission on issues affecting the West Central Florida area.
7. Continue to coordinate with the FDOT Regional Goods Movement Advisory Committee on the implementation of the Tampa Bay Regional Strategic Freight Plan.
8. Provide input on the Florida SIS and the Florida Transportation Plan.
9. Participate in Scenic Highway Corridor Management entities for the Courtney-Campbell Causeway and the Suncoast Parkway.
10. Provide staff support to the Tampa Bay TMA Leadership Group, an advisory committee to the Hillsborough, Pasco, and Pinellas MPOs. Arrange for venues and conference calls, prepare and distribute agendas and attachments, follow up on agenda items as needed/directed including coordination with partner agencies, monitor update schedule for regional documents and coordinate the drafting, review, and final distribution of updated documents.

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UPWP TASK 7.1...Continued

11. Consultants may assist with these tasks.
12. STP and/or PL funds may be used to assist with tasks.
13. Attendance at and travel to necessary meetings and workshops.
14. Coordinate with FDOT to conduct surveys to support the regional travel demand model.

END PRODUCT: The end products listed below are produced on an ongoing basis unless noted otherwise.

1. Participation in other regional and statewide organizations' planning activities to provide the West Central Florida regional needs and perspective.
2. Reports regarding regional and statewide planning activities that may impact the West Central Florida area.
3. Local plan consistency with regional and state plans.
4. Cross-county continuity in transportation facilities.
5. District-wide travel demand model.
6. Comments on proposed regional and state plans and DRI's.
7. Implementation of the Tampa Bay Regional Strategic Freight Plan.
8. Public meetings of the Tampa Bay TMA Leadership Group, and planning products as directed by the members.

Task 7.1	FY 2014/15					
Agency/Recipient	PL	STP	5305	State Match	Local Match	Total
MPO Staff	\$38,404	\$0	\$30,000	\$3,750	\$3,750	\$101,274
Consultant(s)/Auditors	\$11,596	\$0	\$0	\$0	\$0	\$11,596
Total	\$50,000	\$0	\$30,000	\$3,750	\$3,750	\$112,870

FY 2014/15 Prior Year Funding				
	STP	5305 Federal	5305 State Match	5305 Local Match
MPO Staff	\$0	\$20,296	\$2,537	\$2,537
Total	\$0	\$20,296	\$2,537	\$2,537

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$64,727	\$0	\$64,727
STP ARE07	\$20,000	\$74,000	\$94,000
ARA87 (80% federal, 10% state match, 10% local match)	\$2,561	\$0	\$2,561
ARJ71 (80% federal, 10% state match, 10% local match)	\$36,954	\$0	\$36,954
FY 15/16 5305 grant (80% federal, 10% state match, 10% local match)	\$37,500	\$0	\$37,500
Total	\$161,742	\$74,000	\$235,742

UPWP TASK 7.2: West Central Florida MPOs Chairs Coordinating Committee (CCC)

OBJECTIVE: Maintain and strengthen the ongoing CCC process for coordinating regional plans and programs in partnership with TBARTA for a consolidated eight-county transportation planning program.

PREVIOUS WORK:

1. Updated the Regional LRTP, to the 2035 horizon year, including highway, transit, and multi-use trail elements, and prepared amendments and brochures (2010-2013)
2. Reviewed and updated the technical prioritization of candidate projects for Transportation Regional Incentive Program (TRIP) and Transportation Enhancement funding (Annually or as needed)
3. Reviewed the existing UPWP tasks structure and developed regional UPWP tasks (biennially)
4. Participated in the federal Certification of the Tampa Bay Transportation Management Area (2014)
5. Held public meetings of the CCC, Joint CAC, Regional Multi-Use Trails Committee, and MPO staff directors (Ongoing)
6. Updated Interlocal Agreement, Bylaws and Procedures (2013-14).
7. Updated the regional Public Participation Plan in coordination with TBARTA to develop a joint public engagement process (2012-13)
8. Supported the activities of TBARTA, provided input and review for developing the TBARTA Master Plan (2013) and various multimodal regional corridor studies (Ongoing)
9. Held a joint coordination meeting with the Central Florida MPO Alliance (Annually)
10. Maintained the Regional GIS transportation database (Ongoing)
11. Compared projects in the FDOT Tentative Work Program with the list of cost-affordable transportation improvements and priorities in the Regional LRTP (Annually)
12. Developed the CCC High Priority Major Transportation Initiatives (2012)

METHODOLOGY: The activities listed below are ongoing unless noted otherwise.

1. Support and assist with the consolidation of the CCC planning activities with those of TBARTA. Update components of the Regional LRTP for potential inclusion in consolidated regional planning documents.
2. Annually review Transportation Regional Incentive Program (TRIP) and regionally significant Transportation Alternative (TA) program funding applications, prioritize the applications and make a recommendation to the TBARTA board.
3. Review the existing UPWP tasks structure and develop regional UPWP tasks.
4. Provide administrative and staff support for meetings of the Joint CAC and the CCC board. Prepare agendas and meeting packets, maintain up-to-date distribution lists, arrange meeting equipment and venues rotating among the member MPO counties, prepare minutes and follow-up correspondence, post all materials on-line.
5. Provide staff support for staff directors meetings. Arrange for venues and conference calls, prepare and distribute agendas and attachments, follow up on agenda items as needed/directed including coordination with partner agencies, monitor update schedule for regional documents and coordinate the drafting, review, and final distribution of updated documents.
6. Support and assist with the planning efforts of TBARTA, including TBARTA Master Plan.

Continued on following page...

UPWP TASK 7.2...Continued

7. Continue to implement strategies for engaging the public in accordance with the Regional PPP and in collaboration with TBARTA (ongoing). Tools include a website, printed materials, and other strategies in the PPP.
8. Coordinate with TBARTA to review the effectiveness of the regional public-involvement process and the LEP and Title VI policies as needed.
9. Coordinate project implementation phasing during development of the State Tentative Work Programs and the individual MPO TIPs to ensure progress toward implementation of the Regional LRTP (annually). Develop/ refine regional priority lists as needed and required.
10. Provide a forum to ensure products, processes, and activities are consistent with and among coordinating MPOs (ongoing).
11. Develop an interagency coordination agreement for air quality planning as/if required by nonattainment airshed designation(s) or other federal regulatory action.
12. Attendance at and travel to necessary workshops, and meetings, and conferences.
13. Integrate regional perspectives within MPO presentations to the local community.
14. Support regional coordination and intra-regional access to pedestrian and cycle facilities and initiatives.
15. Provide organizational and administrative support for the CCC on behalf of the member MPOs through administration of TBARTA's support services.
16. Collect funding (no more than \$5,000) from each MPO participating in the CCC for organizational and administrative support.

END PRODUCT: The end products listed below are produced on an ongoing basis unless noted otherwise.

1. An update to the elements of the Regional LRTP in collaboration with the TBARTA Master Plan update (schedule to be coordinated with TBARTA)
2. Public meetings of the CCC, the Joint CAC, and MPO staff directors, including an annual meeting of the CCC and Central Florida Alliance.
3. Updated list of regional highway and multi-use trails priorities (Annually)
4. Regional task sheets in UPWPs (Annually)
5. A comprehensive, up-to-date, and easily accessible regional transportation website
6. Administration of organizational and administrative support for the CCC

Continued on following page...

UPWP TASK 7.2...Continued

Task 7.2	FY 2014/15						
Agency/Recipient	PL	STP	5305	5307	State Match	Local Match	Total
MPO Staff	\$41,275	\$0	\$30,000		\$3,750	\$3,750	\$90,952
Consultant(s)/Auditors	\$0	\$0	\$0		\$0	\$0	\$0
TBARTA	\$5,000						\$5,000
Total	\$46,275	\$0	\$30,000	\$0	\$3,750	\$3,750	\$94,952

FY 2014/15 Prior Year Funding				
	STP	5305 Federal	5305 State Match	5305 Local Match
MPO Staff	\$0	\$9,742	\$1,218	\$1,218
Total	\$0	\$9,742	\$1,218	\$1,218

FY 2015/16

	Staff	Consultant	Total
PL A5209	\$93,309	\$5,000	\$98,309
STP ARE07	\$20,000	\$0	\$20,000
ARA87 (80% federal, 10% state match, 10% local match)	\$1,479	\$0	\$1,479
ARJ71 (80% federal, 10% state match, 10% local match)	\$37,427	\$0	\$37,427
FY 15/16 5305 grant (80% federal, 10% state match, 10% local match)	\$37,500	\$0	\$37,500
Total	\$189,715	\$5,000	\$194,715

Note: To support administrative and organizational activities of the CCC, \$5,000 is allocated to TBARTA in FY 2014/15 and FY 2015/16.

SUMMARY BUDGET TABLES

This section includes summary tables providing a line item Statement of tasks and associated fund allocations. These tables are listed below.

- Agency participation for FYs 2014/15 – 2015/16
- Funding sources for FYs 2014/15 – 2015/16
- Funding sources and task costs, FY 2014/15
- Estimates of expenditures for prior fiscal year (FY 2013/14)

Agency Participation Unified Planning Work Program, FY 2014/15 mod. Feb. 2015				
	Staff	Estimated Consultant \$\$	Other Agency	Total
Task 1.1	\$245,000	\$40,000		\$285,000
Task 2.1	\$240,067			\$240,067
Task 3.1	\$10,000			\$10,000
Task 3.2	\$233,807	\$37,200		\$271,001
Task 3.3	\$8,900			\$8,900
Task 4.1	\$457,472	\$99,705		\$557,177
Task 4.2	\$223,663		\$745,000	\$968,663
Task 4.3	\$145,045			\$145,045
Task 4.4	\$327,015			\$327,015
Task 4.5	\$80,341			\$80,341
Task 4.6	\$53,060			\$53,060
Task 5.1	\$51,000			\$51,000
Task 6.1	\$239,192	\$212,500		\$451,692
Task 7.1	\$101,274		\$11,596	\$112,870
Task 7.2	\$94,677		\$5,000	\$99,667
Grand Total	\$2,510,507	\$389,405	\$761,596	\$3,661,508

Agency Participation Unified Planning Work Program, FY 2015/16				
	Staff	Estimated Consultant \$\$	Other Agency	Total
Task 1.1	\$210,152	\$19,900		\$,0
Task 2.1	\$296,568			\$,
Task 3.1	\$24,642			\$,
Task 3.2	\$302,660	\$15,018		\$,
Task 3.3	\$15,184			\$,
Task 4.1	\$336,257	\$217,980		\$554,237
Task 4.2	\$407,590		\$1,294,985	\$1,702,575
Task 4.3	\$125,858			\$125,858
Task 4.4	\$252,077			\$252,077
Task 4.5	\$167,716			\$167,716
Task 4.6	\$61,205			\$61,205
Task 5.1	\$73,000			\$73,000
Task 6.1	\$239,020	\$5,000		\$244,020
Task 7.1	\$161,742		\$74,000	\$235,742
Task 7.2	\$189,715		\$5,000	\$194,715
Grand Total	\$2,863,386	\$257,898	\$1,373,985	\$4,495,269

Note: Agency participation from FY 2014/15 carries over to FY 2015/16 for tasks not yet complete (as of April-June 2015 billing). Invoices from July - September 2015 will be included in next grant billing and so therefore are not reflected in this table.

PINELLAS COUNTY MPO
FY 2015/16 UNIFIED PLANNING WORK PROGRAM PROPOSED FUNDING SOURCES AND TASK COSTS
Adopted May 14, 2014, Modified August 26, 2015

	FHWA - PL			FHWA- STP			FTA - 5305					FTA - 5307	FTA - 5316	FTA - 5317	CTD	Total Federal	Total State	Total Local	Total Element
	PL	Proposed Consultant \$	Prior Year(s) Available	STP	Proposed Consultant \$	Prior Year(s) Available	5305	5305 State	5305 Local	Proposed Consultant \$	Prior Year(s) Available								
ADMINISTRATION																			
1.1 Program Development & General Admin.	\$115,000	\$40,000		\$0			\$0	\$0	\$0							\$115,000	\$0	\$0	\$115,000
Subtotal	\$115,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115,000	\$0	\$0	\$115,000
PUBLIC PARTICIPATION																			
2.1 Public Participation Program	\$60,000			\$40,000			\$60,000	\$7,500	\$7,500		\$165,450					\$325,450	\$7,500	\$7,500	\$340,450
Subtotal	\$60,000	\$0	\$0	\$40,000	\$0	\$0	\$60,000	\$7,500	\$7,500	\$0	\$165,450	\$0	\$0	\$0	\$0	\$325,450	\$7,500	\$7,500	\$340,450
MONITORING ACTIVITIES																			
3.1 Land Use & SE Data	\$10,000			\$0			\$0	\$0	\$0							\$10,000	\$0	\$0	\$10,000
3.2 Trans. System Monitoring & Database Mgmt.	\$75,670			\$68,000	\$22,200		\$40,148	\$5,019	\$5,019	\$15,000						\$183,818	\$5,019	\$5,019	\$193,855
3.3 Financial Resource & Legislation Monitoring	\$10,000			\$0			\$0	\$0	\$0							\$10,000	\$0	\$0	\$10,000
Subtotal	\$95,670	\$0	\$0	\$68,000	\$22,200	\$0	\$40,148	\$5,019	\$5,019	\$15,000	\$0	\$0	\$0	\$0	\$0	\$203,818	\$5,019	\$5,019	\$213,855
SYSTEMS PLANNING																			
4.1 Congestion Mgmt., Safety & Ops. Planning	\$188,463	\$117,304		\$35,000			\$10,000	\$1,250	\$1,250		\$400,000					\$633,463	\$1,250	\$1,250	\$635,963
4.2 Public Trans. Planning	\$21,469			\$57,000			\$150,000	\$18,750	\$18,750	\$80,000		\$382,000				\$610,469	\$18,750	\$18,750	\$647,969
4.3 Transp. Disadvantaged (TD) Program Planning	\$0			\$10,000			\$21,859	\$2,732	\$2,732				\$63,000	\$0	\$39,141	\$94,859	\$41,873	\$2,732	\$139,465
4.4 Bicycle & Pedestrian Planning	\$80,000			\$70,000			\$20,000	\$2,500	\$2,500							\$170,000	\$2,500	\$2,500	\$175,000
4.5 Local Government Technical Assistance	\$151			\$10,000			\$33,849	\$4,231	\$4,231							\$44,000	\$4,231	\$4,231	\$52,462
4.6 Miscellaneous Technical Studies	\$4,720			\$15,280			\$2,000	\$250	\$250							\$22,000	\$250	\$250	\$22,500
Subtotal	\$294,803	\$117,304	\$0	\$197,280	\$0	\$0	\$237,708	\$29,714	\$29,714	\$80,000	\$400,000	\$382,000	\$63,000	\$0	\$39,141	\$1,574,791	\$68,855	\$29,714	\$1,673,359
TIP																			
5.1 TIP Development & Maintenance	\$51,000			\$0			\$0	\$0	\$0							\$51,000	\$0	\$0	\$51,000
Subtotal	\$51,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$51,000	\$0	\$0	\$51,000
LONG RANGE PLANNING																			
6.1 Long Range Plan & Air Quality	\$145,000			\$24,720			\$7,500	\$938	\$938							\$177,220	\$938	\$938	\$179,095
Subtotal	\$145,000	\$0	\$0	\$24,720	\$0	\$0	\$7,500	\$938	\$938	\$0	\$0	\$0	\$0	\$0	\$0	\$177,220	\$938	\$938	\$179,095
REGIONAL PLANNING																			
7.1 Particip. in Regional & Statewide Activities	\$55,000			\$10,000			\$30,000	\$3,750	\$3,750							\$95,000	\$3,750	\$3,750	\$102,500
7.2 West Central Florida MPOs CCC	\$50,000	\$5,000		\$10,000			\$30,000	\$3,750	\$3,750							\$90,000	\$3,750	\$3,750	\$97,500
Subtotal	\$105,000	\$5,000	\$0	\$20,000	\$0	\$0	\$60,000	\$7,500	\$7,500	\$0	\$0	\$0	\$0	\$0	\$0	\$185,000	\$7,500	\$7,500	\$200,000
GRAND TOTAL	\$866,473	\$162,304	\$0	\$350,000	\$22,200	\$0	\$405,356	\$50,670	\$50,670	\$95,000	\$565,450	\$382,000	\$63,000	\$0	\$39,141	\$2,632,279	\$89,811	\$50,670	\$2,772,759

Budget allocations are illustrative and subject to authorization by the Legislature
Prior year funding subject to change, based on spending
Total element includes prior year funding available

PINELLAS COUNTY MPO
FY 2015/16 UNIFIED PLANNING WORK PROGRAM PROPOSED FUNDING SOURCES AND TASK COSTS
Adopted May 14, 2014, Proposed Amendment October 14, 2015

	FHWA PL			PL FY 15/16 and 14/15 Remaining Combined	FHWA STP	FTA 5305									FTA 5307	CTD G0251 (exp. Jun. 30, 2016)	Total Federal	Total State	Total Local	Total Element
	A5209 (exp. Jun. 30, 2016) FY 15/16		ARE07 (exp. Jun. 30, 2017)		ARA87 (exp. Dec. 31, 2015)			ARI71 (exp. Jun. 30, 2016)			XX (FY 2015/16)									
		FY 14/15 Remaining			Federal	State	Local	Federal	State	Local	Federal	State	Local							
ADMINISTRATION																				
1.1 Program Development & General Admin.	\$ 200,000	\$ 30,052	\$ 230,052	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 230,052	\$ -	\$ -	\$ 230,052	
Subtotal	\$ 200,000	\$ 30,052	\$ 230,052	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 230,052	\$ -	\$ -	\$ 230,052	
PUBLIC PARTICIPATION																				
2.1 Public Participation Program	\$ 90,000	\$ -	\$ 90,000	\$ 80,000	\$ -	\$ -	\$ -	\$ 41,254	\$ 5,157	\$ 5,157	\$ 60,000	\$ 7,500	\$ 7,500	\$ -	\$ -	\$ 271,254	\$ 12,657	\$ 12,657	\$ 296,568	
Subtotal	\$ 90,000	\$ -	\$ 90,000	\$ 80,000	\$ -	\$ -	\$ -	\$ 41,254	\$ 5,157	\$ 5,157	\$ 60,000	\$ 7,500	\$ 7,500	\$ -	\$ -	\$ 271,254	\$ 12,657	\$ 12,657	\$ 296,568	
MONITORING ACTIVITIES																				
3.1 Land Use & SE Data	\$ 15,000	\$ 9,642	\$ 24,642	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,642	\$ -	\$ -	\$ 24,642	
3.2 Trans. System Monitoring & Database Mgmt.	\$ 80,000	\$ -	\$ 80,000	\$ 146,245	\$ 5,121	\$ 640	\$ 640	\$ 27,877	\$ 3,485	\$ 3,485	\$ 40,148	\$ 5,019	\$ 5,019	\$ -	\$ -	\$ 299,392	\$ 9,143	\$ 9,143	\$ 317,678	
3.3 Financial Resource & Legislative Monitoring	\$ 10,000	\$ 5,184	\$ 15,184	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,184	\$ -	\$ -	\$ 15,184	
Subtotal	\$ 105,000	\$ 14,827	\$ 119,827	\$ 146,245	\$ 5,121	\$ 640	\$ 640	\$ 27,877	\$ 3,485	\$ 3,485	\$ 40,148	\$ 5,019	\$ 5,019	\$ -	\$ -	\$ 339,218	\$ 9,143	\$ 9,143	\$ 357,505	
SYSTEMS PLANNING																				
4.1 Congestion Mgmt., Safety & Ops. Planning	\$ 105,000	\$ 27,111	\$ 132,111	\$ 140,015	\$ 195,808	\$ 24,476	\$ 24,476	\$ 19,881	\$ 2,485	\$ 2,485	\$ 10,000	\$ 1,250	\$ 1,250	\$ -	\$ -	\$ 497,815	\$ 28,211	\$ 28,211	\$ 554,237	
4.2 Public Trans. Planning	\$ 55,000	\$ 22,038	\$ 77,038	\$ 102,142	\$ 468	\$ 58	\$ 58	\$ 102,834	\$ 12,854	\$ 12,854	\$ 143,426	\$ 17,928	\$ 17,928	\$ 1,214,985	\$ -	\$ 1,640,893	\$ 30,841	\$ 30,841	\$ 1,702,575	
4.3 Transp. Disadvantaged (TD) Program Planning	\$ 20,000	\$ -	\$ 20,000	\$ 35,000	\$ -	\$ -	\$ -	\$ 3,868	\$ 484	\$ 484	\$ 21,859	\$ 2,732	\$ 2,732	\$ -	\$ 38,699	\$ 80,727	\$ 41,915	\$ 3,216	\$ 125,858	
4.4 Bicycle & Pedestrian Planning	\$ 65,000	\$ 55,799	\$ 120,799	\$ 103,873	\$ -	\$ -	\$ -	\$ 1,924	\$ 241	\$ 241	\$ 20,000	\$ 2,500	\$ 2,500	\$ -	\$ -	\$ 246,596	\$ 2,741	\$ 2,741	\$ 252,077	
4.5 Local Government Technical Assistance	\$ 55,858	\$ 10,395	\$ 66,253	\$ 35,000	\$ -	\$ -	\$ -	\$ 18,750	\$ 2,344	\$ 2,344	\$ 34,420	\$ 4,303	\$ 4,303	\$ -	\$ -	\$ 154,423	\$ 6,646	\$ 6,646	\$ 167,716	
4.6 Miscellaneous Technical Studies	\$ 5,000	\$ 16,217	\$ 21,217	\$ 33,784	\$ 1,038	\$ 130	\$ 130	\$ 1,925	\$ 241	\$ 241	\$ 2,000	\$ 250	\$ 250	\$ -	\$ -	\$ 59,964	\$ 620	\$ 620	\$ 61,205	
Subtotal	\$ 305,858	\$ 131,559	\$ 437,417	\$ 449,814	\$ 197,313	\$ 24,664	\$ 24,664	\$ 149,183	\$ 18,648	\$ 18,648	\$ 231,705	\$ 28,963	\$ 28,963	\$ 1,214,985	\$ 38,699	\$ 2,680,418	\$ 110,974	\$ 72,275	\$ 2,863,667	
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)																				
5.1 TIP Development & Maintenance	\$ 73,000	\$ -	\$ 73,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,000	\$ -	\$ -	\$ 73,000	
Subtotal	\$ 73,000	\$ -	\$ 73,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,000	\$ -	\$ -	\$ 73,000	
LONG RANGE PLANNING																				
6.1 Long Range Plan & Air Quality	\$ 50,000	\$ -	\$ 50,000	\$ 122,194	\$ -	\$ -	\$ -	\$ 49,961	\$ 6,245	\$ 6,245	\$ 7,500	\$ 938	\$ 938	\$ -	\$ -	\$ 229,655	\$ 7,183	\$ 7,183	\$ 244,020	
Subtotal	\$ 50,000	\$ -	\$ 50,000	\$ 122,194	\$ -	\$ -	\$ -	\$ 49,961	\$ 6,245	\$ 6,245	\$ 7,500	\$ 938	\$ 938	\$ -	\$ -	\$ 229,655	\$ 7,183	\$ 7,183	\$ 244,020	
REGIONAL PLANNING																				
7.1 Particip. In Regional & Statewide Activities	\$ 45,000	\$ 19,727	\$ 64,727	\$ 94,000	\$ 2,048	\$ 256	\$ 256	\$ 29,563	\$ 3,695	\$ 3,695	\$ 30,000	\$ 3,750	\$ 3,750	\$ -	\$ -	\$ 220,339	\$ 7,701	\$ 7,701	\$ 235,742	
7.2 West Central Florida MPOs CCC	\$ 65,000	\$ 33,309	\$ 98,309	\$ 20,000	\$ 1,183	\$ 148	\$ 148	\$ 29,941	\$ 3,743	\$ 3,743	\$ 30,000	\$ 3,750	\$ 3,750	\$ -	\$ -	\$ 179,433	\$ 7,641	\$ 7,641	\$ 194,715	
Subtotal	\$ 110,000	\$ 53,036	\$ 163,036	\$ 114,000	\$ 3,232	\$ 404	\$ 404	\$ 59,505	\$ 7,438	\$ 7,438	\$ 60,000	\$ 7,500	\$ 7,500	\$ -	\$ -	\$ 399,773	\$ 15,342	\$ 15,342	\$ 430,457	
Grand Total	\$ 933,858	\$ 229,474	\$ 1,163,332	\$ 912,253	\$ 205,666	\$ 25,708	\$ 25,708	\$ 327,780	\$ 40,972	\$ 40,972	\$ 399,353	\$ 49,919	\$ 49,919	\$ 1,214,985	\$ 38,699	\$ 4,223,370	\$ 155,299	\$ 116,600	\$ 4,495,269	

NOTES

5307 - transit planning dollars (direct from FTA to PSTA) and include \$834,210 in current grants and \$380,775 in FY 2015 grants

XX until receive contract number

FHWA PL (A5209) Grand Total Amount is comprised of FY 2016 allocation of \$933,858, plus unexpended FY 2015 funds totaling \$229,474.74

FHWA STP (ARE07) Grand Total Amount is comprised of FY 2016 allocation of \$350,000, plus unexpended FY 2014 and FY 2015 funds totaling \$562,253.28

UPWP FY 2014/15 and 2015/16

PINELLAS COUNTY MPO
Funding Sources and Task Costs FY 2014/15
Adopted May 14, 2014

FUNDING SOURCES	FHWA - Section 1107 PL Funds			FTA - Section 5305(d) Funds			CTD Trust	FTA - 5307 Funds	FTA - 5316 Funds	FTA - 5317 Funds	STP	Other	TOTALS				
	Federal	State (Soft Match)		Federal	State	Local		Federal	Federal		Federal	CCC/TBARTA****	Federal	State	Local	Total	
ALLOCATION (estimates)*																	
Estimated 2014/15 Allocation	\$ 866,473	\$ 173,295		\$ 405,356	\$ 50,670	\$ 50,670		\$ 38,699	\$ 665,000			\$ 350,000	\$ 30,000	\$ 2,355,528	\$ 89,369	\$ 50,670	\$ 2,495,567
COMMITTED FUNDS**																	
AQV86 (exp 12/30/2014)				\$ 295,260	\$ 32,807	\$ 32,807								\$ 295,260	\$ 32,807	\$ 32,807	\$ 360,874
ARA87 (exp 12/31/2015)				\$ 412,964	\$ 45,885	\$ 45,885								\$ 412,964	\$ 45,885	\$ 45,885	\$ 504,734
AQH73 (exp 9/30/2015)											\$ 325,194			\$ 325,194	\$ -	\$ -	\$ 325,194
ARE07 (exp 6/30/2016)											\$ 350,000			\$ 350,000	\$ -	\$ -	\$ 350,000
AQV32 (exp 9/30/2014)												\$ 60,000		\$ 60,000	\$ -	\$ -	\$ 60,000
JARC***									\$ 100,083					\$ 100,083	\$ -	\$ -	\$ 100,083
NF***										\$ 15,861				\$ 15,861	\$ -	\$ -	\$ 15,861
TOTAL COMMITTED FUNDS	\$ 866,473	\$ 173,295		\$ 1,113,580	\$ 129,362	\$ 129,362		\$ 38,699	\$ 665,000	\$ 100,083	\$ 15,861	\$ 1,025,194	\$ 90,000	\$ 1,559,363	\$ 78,692	\$ 78,692	\$ 1,716,746

*Allocations are illustrative and subject to authorization by the Legislature

**Committed Fund balances are current as of 4/28/2014

*** JARC and NF funding as of 5/5/2014

**** TBARTA receives support for CCC administrative and organizational activities

Estimate of Expenditures for Prior Year
FY 2013/14 UNIFIED PLANNING WORK PROGRAM PROPOSED FUNDING SOURCES AND TASK COSTS SUPWP 2012-2014 Table 8.2 B, amended September 2013

										CTD					
FHWA	FHWA (PL) *** FEDERAL*	STP FEDERAL	Proposed Consultant \$TA	5303 FEDERAL	5303 STATE	5303 LOCAL	Proposed Consultant \$	5307**** Planning	5316** JARC	5317** NF	TRUST FUND STATE	TOTAL FEDERAL	TOTAL STATE	TOTAL LOCAL	TOTAL ELEMENT
ADMINISTRATION															
1.1 General Admin. and Program Development	138562		22950	0	0	0	0					138562	0	0	138562
Subtotal	138562	0	22950	0	0	0	0					138562	0	0	138562
PUBLIC PARTICIPATION															0
2.1 Public Participation Program Dev. and Maint.	158000	20000	58000	60000	7500	7500	60000					238000	7500	7500	253000
Subtotal	158000	20000	58000	60000	7500	7500	60000					238000	7500	7500	253000
SURVEILLANCE ACTIVITIES															
3.1 Land Use and SE Data Activities	25000			0	0	0	0					25000	0	0	25000
3.2 Transportation Sys. Surv. and Database Management	101195		20000	10000	1250	1250	0					111195	1250	1250	113695
3.3 Financial Resource and Legislation Monitoring	12000		0	0	0	0	0					12000	0	0	12000
Subtotal	138195	0	20000	10000	1250	1250	0					148195	1250	1250	150695
SYSTEMS PLANNING															
4.1 Congestion Management Process	61423	20000	30000	20000	2500	2500	0					101423	2500	2500	106423
4.2 Miscellaneous Technical Studies	20659		10000	10000	1250	1250	10000					30659	1250	1250	33159
4.3 Transit Operations Planning			0	116826	14603	14603	80000	620000				736826	14603	14603	766033
4.4 Transportation Disadvantaged Planning	0		0	50194	6274	6274	0				36211	50194	42485	6274	98954
4.5 Public Transportation Planning	0	55000	0	50000	6250	6250	50000					105000	6250	6250	117500
4.6 Bicycle and Pedestrian Planning	109436	25000	25000	0	0	0	0					134436	0	0	134436
4.7 Operations and Demand Management Planning	60320		0	0	0	0	0					60320	0	0	60320
4.8 Local Government Technical Assistance	44000		0	10000	1250	1250	0					54000	1250	1250	56500
Subtotal	295838	100000	65000	257020	32128	32128	140000	620000	0	0	36211	1272858	68339	32128	1373324
TRANSPORTATION IMPROVEMENT PROGRAM															
5.1 TIP Development and Maintenance	40000		0	0	0	0	0					40000	0	0	40000
Subtotal	40000		0	0	0	0	0					40000	0	0	40000
LONG RANGE PLANNING															
6.1 Long Range Plan and Air Quality	188681	230000	230000	51990	6499	6499	51990					470671	6499	6499	483669
Subtotal	188681	230000	230000	51990	6499	6499	51990					470671	6499	6499	483669
REGIONAL PLANNING															
7.1 West Central Fla. MPOs**	40000			28856	3607	3607	0					68856	3607	3607	76070
7.2 Participation in Other Regional & Statewide Activities**	23050		0	0	0	0	0					23050	0	0	23050
Subtotal	63050		0	28856	3607	3607	0					91906	3607	3607	99120
Grand Total	\$1,022,326	\$350,000	\$395,950	\$407,866	\$50,983	\$50,983	\$251,990	\$620,000	\$0	\$0	\$36,211	\$2,400,192	\$87,194	\$50,983	\$2,538,370

Budget allocations are illustrative and subject to authorization by the Legislature.

*For FY 2013/14, the non-federal (state) share of the PL 1008 funds is "soft-matched" by \$188,453 toll revenue credits.

**To support CCC administrative and organizational activities, \$5,000 of PL funds will be transferred to FPN: 432439-1-14-90 for FY 12/13 and 13/14. Pinellas County MPO required minimum percentage of PL allocation to regional planning is 5.82% (\$34,936).

***The MPO has an available balance of \$152,062 that has been rolled forward to the PL FY 2013/14 budget from the PL FY 2011/12 budget.

****The MPO is the designated recipient of the Section 5307 funds which are passed-through to TBARTA, PSTA, and PCPT. Section 5307 Planning funds are required to be shown on the UPWP Budget Table.

Key:

FHWA=Federal Highway Administration

PL=Planning Grant

FTA=Federal Transit Administration. Grant source from Sections 5303, 5316 and 5317 of Federal Code.

JARC =Jobs Access Reverse Commute Program

NF = New Freedom Program

CTD=State Commission for the Transportation Disadvantaged

APPENDICES

Appendix A: FDOT District Seven Planning Activities



Florida Department of Transportation
District Seven

PLANNING ACTIVITIES

Access Management

Assist in reviewing and commenting on driveway access as it relates to regional plans.

Air Quality Analysis

Assist the MPOs in performing Air Quality Conformity Determination Analysis for their Long Range Transportation Plans, Transportation Improvements Programs and associated amendments. Assist the MPOs in evaluating the air quality impacts of individual transportation improvements and programs. [*U.S. E.P.A. did not modify the NAAQS as anticipated; therefore the Tampa Bay airshed remains in attainment. This activity is not required at this time.*]

Bicycle and Pedestrian Activities

Maintain a comprehensive database of bicycle and pedestrian facilities on the State Road system. Assist in review and commenting on bicycle, pedestrian, and transit plans. Identify gaps and list possible improvements. Evaluate potential corridors and the adaptability for bike lanes.

Community/Government Liaison

Provide policy, technical advice, administrative support, overall coordination, cooperation and assistance to District Seven MPO staffs, MPO Boards, local governments, and community; including full participation in technical and staff support for advisory committees. Assist MPOs in conducting effective on-going transportation planning programs and processes, developing, maintaining and implementing plans and programs which meet State and Federal requirements, and promote coordination, cooperation, and consistency among their planning processes and programs. Major programs include the Unified Planning Work Program, Transportation Improvement Priorities and Transportation Improvement Program, Long Range Transportation Plans, Public Participation Plan, and Congestion Management Process. Conduct annual Joint Certification with the MPOs. Coordinate and facilitate implementation of the Transportation Alternatives Program.

Corridor Planning Studies

Conduct studies of major corridors to identify and evaluate travel issues, and determine the effectiveness and impacts of proposed alternatives to address those issues. The results may range from a set of recommended improvements that address specific problems to a comprehensive action plan for improving the corridor.

On the Strategic Intermodal System/Florida Intrastate Highway System (SIS/FIHS), these studies include the development of strategies and plans for implementing and maintaining SIS/FIHS standards such as those for Level-of-Service, interchange spacing and access management. This may include preparation of action plans, master plans, corridor studies, and others as identified.

Design Traffic Forecast

Develop and update traffic projections for state highway corridors and supporting regional roadways. These traffic projections are necessary to support the road design for capacity and operational improvements and the pavement design for resurfacing.

Development of Regional Impact

Assist in reviewing, monitoring, updating and providing support for Development of Regional Impacts. The District will review developments of regional impact (DRIs) pursuant to Rule 73C-40, Florida Administrative Code, and Sub-DRIs to ensure that developer proportionate share mitigation or proportionate fair share mitigation is requested to offset impacts to the roadway network as related to the SIS and SHS. In all of these areas, the District typically coordinates the review process as needed with the Department of Economic Opportunity (DEO), the Regional Planning Councils (RPC), local governments, and with FDOT Central Office staff, if necessary.

Efficient Transportation Decision Making (ETDM) Process

The ETDM process was designed to accomplish the streamlining objectives that were identified in Section 1309 of the Transportation Efficiency Act for the 21st Century and continued in the Safe, Accountable, Flexible, Efficient, Transportation Equity Act – Legacy for Users (SAFETEA-LU). The District will implement the ETDM process in a five county area. The District ETDM Coordinator will coordinate training and provide guidance to the MPOs and District staff on the implementation of the ETDM process. Each MPO will designate an MPO ETDM Coordinator to work closely with the District ETDM Coordinator and Environmental Technical Advisory Team agency representatives so that the MPO can fully participate in all aspects of ETDM.

Growth Management

The District will review amendments made to local government comprehensive plans and comment on their potential impact to the Strategic Intermodal System (SIS), the Florida Intrastate Highway System (FIHS) and the State Highway System (SHS). The District will review developments of regional impact (DRIs) and Sub-DRIs to ensure that developer proportionate share mitigation or proportionate fair share mitigation is requested to offset impacts to the roadway network as related to the SIS and SHS. In all of these areas, the District typically coordinates the review process as needed with the Department of Economic Opportunity (DEO), the Regional Planning Councils (RPC), local governments, and with FDOT Central Office staff if necessary.

Intelligent Transportation Systems (ITS) Planning

The Department will support the MPO's efforts to plan the ITS program and to structure ITS into their respective organizations. These ITS planning activities include developing an ITS Management Plan and Program Plan for each county, developing the MPO's capability to manage the Regional ITS Architecture and developing ITS programs and projects for the MPO's Long Range Transportation Plan and Transportation Improvement Program. Further, this support includes integrating intra-regional ITS deployment and operations, as well as assuring that intra-regional and inter-regional operations are coordinated.

Interchange Analysis

Conduct analysis of interchanges to identify and evaluate travel issues, and determine the effectiveness and impacts of proposed alternatives to address those issues. The results may range from a set of recommended improvements that address specific problems to a comprehensive rebuild of the interchange for improving the safety and operation of the ramps and the entire interchange. Provide coordination with the Federal Highway Administration and technical support and review for interchange operations, interchange modification, and new interchanges.

Level-of-Service

Identify roadways that have a deficient Level-of-Service (LOS) for existing and future conditions; determine level of need and determine timing of improvements. Assist Citrus, Hillsborough, Hernando, Pasco and Pinellas County staff in the update of their Level-of-Service analysis to current conditions and with Level-of-Service issues and training. Review and participate in the development of Action Plans/Corridor Studies on Level-of-Service issues. Advise and assist the Metropolitan Planning Organization(s), the Regional Planning Council and Local Government Staff. Apply LOS for Transportation Concurrency and Growth Management. Update the database, charts and maps.

Long Range Transportation Plan (LRTP) Update and Maintenance

Provide technical and policy advisory assistance to the District MPOs and Citrus County TPO in developing, updating and maintaining their LRTP through a coordinated and consistent effort using a single regional travel demand forecasting model, a single regional planning database and a mutually agreed upon set of modeling and planning assumptions. Provide State and Federal revenue forecasts and District transportation costs.

Conduct corridor studies, sub-area studies, and special transportation studies to support the on-going maintenance, update and implementation of the MPOs adopted LRTPs. This includes modeling support and other technical assistance, as needed, for Project Development and Environment and other special studies.

Develop, validate and maintain a set of systems planning models, land use allocation models and other analytical tools needed by the Department and MPOs to maintain their Long Range Transportation Plans and other planning studies and analysis. Models are used to validate the Tampa Bay Regional Planning Model and Tampa Bay Regional Land Use Allocation Model, including initial design and development of enhancements and initial testing of model performance and also validate special modeling techniques and analysis methodologies, as needed, for corridor, sub-area and special transportation studies.

Review the overall performance of the Tampa Bay Regional Planning Model and the Tampa Bay Regional Land Use Allocation Model in the maintenance of the MPOs Long Range Transportation Plans and in the conduct of corridor and sub-area transportation studies to identify needed model enhancements and refinements.

Assist the MPOs with developing their long range transportation plan by integrating the Strategic Intermodal System Second Five-Year Work Program and Cost Feasible Plan. The District will review amendments made to local government comprehensive plans and comment on their potential impact to

transportation facilities of state importance in accordance with Chapter 163.3184, Florida Statutes, which may include the Strategic Intermodal System (SIS), and the State Highway System (SHS).

Mapping/Database Development

Create maps of the District's multi-modal facilities using GIS and ArcMap®. This includes maps of the FDOT Five-Year Work Program, showing capacity projects, resurfacing projects, public transit and other special areas. For each Legislative District in the District, capacity and resurfacing project maps are produced. Maps of existing bicycle and pedestrian facilities are also produced. GIS maps of all past PD&E Studies, with a summary of the recommended improvements are maintained by the District. Provides technical support to other FDOT disciplines and areas as requested.

Multi-modal Systems

Multi-Modal Systems is the conduit that provides research and technical assistance to District agencies and MPOs concerning guidance and administration of State and Federal grants with the purpose of presenting economic growth through various multi-modal opportunities. Monitor and provide input on proposed and adopted State and Federal legislative issues related to transportation programs. Review and analyze availability of innovative financing methods and techniques for agency use. Participate in agencies' planning activities and coordinate agencies' planned freight movement and public transportation improvements with the Department's roadway improvement projects. Coordinate and participate in the development and implementation of the Strategic Intermodal System.

Multi-modal Transportation Studies

Conduct or provide technical assistance for Multi-modal transportation studies and other special transportation analysis and interactive transit/technology application research studies when those opportunities become available. The specific studies will be identified as needs arise.

Regional Goods Movement Study

Develop an overall coordinated regional strategy for addressing goods movement needs in the Tampa Bay Region. Identify and assess the needs and issues of major regional freight activity centers (including major intermodal facilities) and regional significant freight corridors, through a series of sub-area and corridor studies. Conduct inventories of the characteristics of goods movement in the Tampa Bay Region. Assist the MPOs in establishing on-going Goods Movement Management Systems to address goods movement issues and advance goods movement programs and improvements to the MPO.

Regional Transportation Planning Coordination

Support and participate in all levels of regional coordination and proposed activities among the Tampa Bay Area Regional Transportation Authority (development of a regional transportation master plan) and District MPOs including the MPO Chair's Coordinating Committee (broad level policy direction for development of the regional transportation system); the MPO Director's Coordination Team (coordination of MPOs planning programs and proposed activities); the Tampa Bay Regional Planning Model Technical Review Team (coordination of the development and update of the MPOs Long Range Transportation Plans).

Provide on-going technical and policy advisory assistance to the MPOs in the development of regional planning products, including the Tampa Bay Regional Profile, the Tampa Bay Regional Roadways Strategic Plan and the Tampa Bay Regional Congestion Management System Plan.

Maintain a database of existing (2010) socioeconomic and travel characteristics for District MPOs and Citrus County, including information on population, dwelling units, hotel/motel units, school enrollment, current land uses, traffic counts, transit usage, special generators activity, and other variables essential to the validation and operation of the Tampa Bay Regional Planning Model.

Travel Characteristics

Prepare and conduct surveys and analysis to maintain a current set of travel characteristics of the Tampa Bay area needed to validate planning models and provide needed data for plan updates, corridor and sub-area studies and special transportation studies.

- Consultants may assist with tasks listed.

Appendix B: Abbreviations, Acronyms and Glossary

AA Alternatives Analysis	NCPIP National Continuity Policy Implementation Plan
ACPT Advisory Committee for Public Transportation	PATS Pinellas Area Transportation Study
ADA Americans with Disabilities Act	PD&E Project Design and Environmental Study
ATMS Advanced Traffic Management System	PL Metropolitan Planning Funds (Federal Highway Administration)
BAC Bicycle Advisory Committee	PPC Pinellas Planning Council
BPAC Bicycle Pedestrian Advisory Committee	PSAP Pedestrian Safety Action Plan
CAC Citizens Advisory Committee	PSTA Pinellas Suncoast Transit Authority
CCC Chairs Coordinating Committee	PTAC Pedestrian Transportation Advisory Committee
CDMS Crash Data Management System	ROW Right of Way
CMP Congestions Management Process	RSA Road Safety Audit
COOP Continuity of Operations Plan	RTA Regional Transportation Analysis
CTC Community Transportation Coordinator	SAFETEA-LU Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
CTD Commission for the Transportation Disadvantaged	SCE Socio-cultural Effects
DBE Disadvantaged Business Enterprise	SIS Strategic Intermodal System
DOPA Designated Official Planning Agency	SRTS Safe Routes to School
DOE Degree of Effects	STSC School Transportation Safety Committee
DRI Development of Regional Impact	TAZ Traffic Analysis Zone
EPA Environmental Protection Agency	TAP Transportation Alternatives Program
ETDM Efficient Transportation Decision Making	TBARTA Tampa Bay Area Regional Transportation Authority
EST Environmental Screening Tool	TBRPC Tampa Bay Regional Planning Council
FAC Freight Activity Center	TCAP Tri-County Access Plan
FDOT Florida Department of Transportation	TCC Technical Advisory Committee
FHWA Federal Highway Administration	TD Transportation Disadvantaged
FLUP Future Land Use Plan	TDM Transportation Demand Management
FTA Federal Transit Administration	TDP Transit Development Plan
GIS Geographic Information System	TDSP Transportation Disadvantaged Service Plan
GPS General Planning Consultant	TIFO Transportation Impact Fee Ordinance
HART Hillsborough Area Regional Transit	TIGER Transportation Investment Generating Economic Recovery
ITS Intelligent Transportation Systems	TIP Transportation Improvement Program
JARC Job Access Reverse Commute	TMA Transportation Management Area
JCAC Joint Citizens Advisory Committee	TPO Transportation Planning Organization
JPA Joint Participation Agreement	TSTF Trail Security Task Force
LCB Local Coordinating Board	UPWP Unified Planning Work Program
LEP Limited English Proficiency	VMT Vehicle Miles Traveled
LRTP Long Range Transportation Plan	
MAP-21 Moving Ahead for Progress in the 21 st Century Act	
MPO Metropolitan Planning Organization	
MPOAC Metropolitan Planning Organization Advisory Council	
NAAQS National Ambient Air Quality Standard	

Glossary

Access Management – The regulation and control of vehicular access to public roads to insure the safe and efficient operation of the roadway system.

Advanced Traffic Management System (ATMS) – An Intelligent Transportation System process that employs a variety of detectors, cameras and communication systems to monitor traffic, optimize signal timings on major arterials and control the flow of traffic.

Advisory Committee for Pinellas Transportation (ACPT) – The ACPT is comprised of representatives of the MPO, PSTA, PPC and TBARTA Boards and FDOT. It provides review and input to the development of transportation plans.

Alternatives Modes – These non-highway surface modes, such as transit, walking and bicycling.

Americans with Disabilities Act (ADA) – Federal legislation outlining specific rights of persons with disabilities, and providing that publicly funded mass transit agencies must provide complementary paratransit service within the fixed route service area to those persons unable to use fixed-route service because of a disability.

Bicycle Pedestrian Advisory Committee (BPAC) – An MPO appointed committee comprised of representatives of various government agencies, law enforcement officials and private citizens interested in bicycle and pedestrian issues. The BPAC advises the MPO in the process of planning and developing bicycle and pedestrian facilities and promoting bicycle and pedestrian use in Pinellas County.

Bicycle Facilities – A general term denoting improvements and provisions made by public agencies to accommodate or encourage bicycling, including parking and storage facilities, and shared roadways not specifically designated for bicycle use.

Bike Lane – An undivided, paved, signed and marked portion of a roadway, sharing the same right-of-way with motorized vehicles, but designated for the preferential or exclusive use of bicyclists.

Bikeway – A generic term for any road, street or path that is specifically designated for bicycle travel, regardless of whether such facilities are designated for the exclusive use of bicycles or are to be shared with other transportation modes.

Bus Rapid Transit (BRT) – A flexible high performance form of rapid transit that combines features of rail systems with those of over-the-road vehicles, and is characterized by being able to operate in special purpose lanes or on city streets. BRT stations are used as a link between the community and the transit system. Service is frequent enough that passengers do not need a schedule. Moreover, service is integrated with other regional transportation systems, enhancing mobility and promoting intermodal connectivity. ITS technology keeps track of vehicles, providing passengers with updated travel information, and improves safety.

Citizens Advisory Committee (CAC) – Private citizens representing municipal area and at-large membership appointed by the MPO to review transportation issues and topics that will be considered by the MPO. The CAC forwards recommendations to the MPO regarding these issues and topics.

Chairs Coordinating Committee (CCC) – A regional coordinating committee that oversees transportation planning activities in the West Central Florida region. The CCC is made up of the chairs from seven MPOs for the counties of Citrus, Hernando, Hillsborough, Pasco, Pinellas, Polk and Sarasota-Manatee. In addition, the Regional's FDOT District Secretaries, TBARTA and the Regional Planning Councils are represented on the CCC in a non-voting capacity. The CCC meets quarterly to develop regional solutions to transportation problems and the ensure a consistent planning approach among the MPOs.

Congestion Management Process (CMP) – A systematic process designed to emphasize effective management of existing transportation facilities through the use of travel demand and operational strategies.

Continuity of Operations Plan (COOP) – A document developed to ensure the continuity of essential office functions should an event such as a terrorist attack, fire, emergency or natural disaster occur.

Community Trail – A local, community based, paved, bicycle/pedestrian corridor designated and restricted to non-motorized traffic and designed to be built to a width less than 15 feet, and to standards that provide a high degree of safety, efficiency and comfort for the user while reflecting the unique circumstances of the trail's location.

Community Traffic Safety Team (CTST) – The Pinellas Community Traffic Safety Team meets monthly with the primary goal to reduce the number of traffic fatalities, crashes and injuries on all roadways in Pinellas County. The Team membership includes representatives from Education, Enforcement, Engineering and Emergency Response agencies.

Community Transportation Coordinator (CTC) – Transportation entity responsible for ensuring that coordinating transportation services are provided to the transportation disadvantaged population in the designated service area. In Pinellas County, the Pinellas Suncoast Transit Authority is the CTC.

Disadvantaged Business Enterprise (DBE) Program – A U.S. Department of Transportation Program that helps small businesses owned and controlled by socially and economically disadvantaged individuals, including minorities and women, to participate in contracting opportunities for federally funded capital improvement projects.

Designated Official Planning Agency (DOPA) – Agency designated by the state Commission for the Transportation Disadvantaged to provide planning services to the local transportation disadvantaged service area. In Pinellas County, the Pinellas County MPO is the DOPA.

Development of Regional Impact (DRI) – Any development which, because of its character, magnitude or location, would have a substantial effect on the health, safety or welfare of citizens in more than one county. This includes the traffic generation of developments above a certain size.

Efficient Transportation Decision-Making (ETDM) – A FDOT initiative intended to improve and streamline the environmental review and permitting process by involving resource protection agencies and concerned communities from the first step of planning. Agency interaction continues throughout the life of the project, leading to better quality decisions and an improved linkage of transportation decisions with social, land use and ecosystem preservation decisions.

Federal Highway Administration (FHWA) – The federal agency that develops regulations, policies and guidelines to achieve safety, economic development and other goals of FHWA programs through the construction and improvement of the nation's transportation infrastructure and highway system.

Fixed Guideway – A form of transit consisting of vehicles that can operate only on a guideway constructed for a specific purpose (e.g. monorail).

Federal Transit Administration (FTA) – The agency that develops policy on public transit issues and allocates capital and operating funds for public transit projects.

Incident Management System – An Intelligent Transportation System monitoring process that provides traffic operators with the tools to allow quick and efficient response to accidents, hazardous spills and other emergencies. Redundant communications systems are used to link data collection points, transportation operations centers and travel information portals.

Intelligent Transportation Systems (ITS) – Encompasses a broad range of communications based information, control and electronics technologies. When integrated into the transportation system infrastructure, and in vehicles themselves, these technologies help monitor and manage traffic flow, reduce congestion, provide alternative routes to travelers, enhance productivity, respond to incidents, adverse weather or other road capacity constriction events.

Job Access Reverse Commute (JARC) – 49 USC Section 5316 a FTA grant program to improve access to transportation services to employment and employment related activities for welfare recipients and eligible low income individuals.

Joint Participation Agreement (JPA) – A general agreement on the terms of legal joint participation between two or more governmental agencies and/or public partnerships in planning or implementing a process or capital project, which is subject to the legal terms and constraints agreed upon in the executed document.

Local Coordinating Board (LCB) – A board comprised of representatives of the MPO Board, social service agencies, PSTA, private transportation providers, the Pinellas County School Board, FDOT and citizens that is responsible for governing the Pinellas County TD Program.

Long Range Transportation Plan (LRTP) – A long-range strategy and capital improvement program developed to guide the effective investment of public funds in transportation facilities that takes into account all modes of transportation, including automobile, bicycle, air, rail, surface freight and pedestrian travel.

Moving Ahead for Progress in the 21st Century Act (MAP-21) – The 2012 federal surface transportation legislation that authorized federal-aid highway and transit programs. MAP-21 sets forth funding and associated requirements for MPOs and transportation improvement projects. The Act took effect on October 1, 2012, replacing SAFETEA-LU.

Metropolitan Planning Organization – An organization made up of local elected and appointed officials responsible for developing, in cooperation with the state, transportation plans and programs in metropolitan areas containing 50,000 or more residents. MPO's are responsible for the development of transportation facilities that will function as an intermodal transportation system and the coordination of transportation planning and funding decisions.

Mode – Any one of the following means of moving people or goods: aviation, bicycle, highway, paratransit, pedestrian, pipeline, rail, transit, space and water.

Mobility – The degree to which the demand for the movement of people and goods can be satisfied. Mobility can be measured by the quantity, quality, accessibility and utilization of transportation facilities and services.

Metropolitan Planning Organization Advisory Council (MPOAC) – A statewide organization created by the Florida Legislature to augment the role of the individual MPOs in the cooperative transportation planning process. The MPOAC assists MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy decisions.

Multimodal – Any planning process, capital improvement or transportation system which takes into account all available modes of travel including vehicle, mass transit, rail, aviation, bicycle and pedestrian activity.

Paratransit Service – Demand response transportation provided in lieu of fixed-route bus service, including taxi and wheelchair van transportation.

Partially-Controlled Access – A street or highway to which the right of access is highly regulated to maximize the operational efficiency and safety of the through traffic using the facility. Owners or occupants of abutting lands and other persons have a right of access to or from such facilities in a manner determined by the jurisdiction which controls the facility.

Pedestrian Facilities/Ways – Any corridor that safely accommodates pedestrian traffic, such as sidewalks and the Pinellas Trail.

Pinellas Area Transportation Study (PATS) – Refers to Pinellas County as the area for which the MPO is responsible.

Pinellas Planning Council (PPC) – The PPC provides a forum for representatives of Pinellas County’s 24 cities and towns, the unincorporated county, and the Pinellas County School Board to address countywide land use issues. The thirteen members provide policy advice and recommendations to the Board of County Commissioners, who are authorized by the county charter to act as the Countywide Planning Authority.

Pinellas Suncoast Transit Authority (PSTA) – The Pinellas County transit agency.

Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) – An Act of the US Congress authorizing federal highway and transit programs for fiscal years 2005 through 2012.

Strategic Intermodal System (SIS) – A transportation system comprised of families and services of statewide and interregional significance, including appropriate components of all modes.

Surface Transportation Program (STP) – A federal funding program that provides flexibility in expenditure of “road” funds for non-motorized and transit modes and for a category of activities known as transportation enhancements. It also broadens the definition of eligible transportation activities to include pedestrian and bicycle facilities and enhancement of community and environmental quality with ten categories of activities. The STP provides flexible funding that may be used by states and localities for projects on any Federal-aid highway, including the National Highway System

Traffic Analysis Zone (TAZ) – A traffic analysis zone is a special area delineated by state and/or metropolitan planning organizations for compiling and tabulating traffic-related land use and socioeconomic data – used as planning assumptions to forecast travel demand. TAZs are also used as the origin and/or destination for trip making. A TAZ usually consists of one or more Census blocks, block groups or Census tracts.

Trail – Any designated and significantly improved, paved bicycle/pedestrian facility restricted solely to non-motorized traffic. Major trails are defined as a 15-foot wide paved surface that will accommodate cyclists, pedestrians and skaters. The trail facilities, in many cases, traverse or interact with other facilities, such as roadways and community complexes. Trail facilities where possible have safe transitional connections to other pedestrian facilities such as sidewalks and other bicycle facilities such as bike lanes.

Transportation Demand Management – Using various techniques, such as vanpooling, increasing transit use, and telecommuting, to reduce the demand for single-occupant vehicle travel and vehicle-miles traveled.

Tampa Bay Area Regional Transportation Authority (TBARTA) – An authority formed by the legislature in 2007 to study regional transportation opportunities in the Tampa Bay Region.

Technical Coordinating Committee (TCC) – Over 30 member committee representing local governments, the School Board, PSTA and the Pinellas County Department of Environment and Infrastructure that assists the MPO by reviewing transportation plans and programs and making recommendations based on their technical adequacy.

Transportation Disadvantaged (TD) – Those persons who, because of physical or mental disability, income status, or age are unable to transport themselves or to purchase transportation and are, therefore, dependent on others to obtain access to health care, employment, education, shopping, social activities or other life-sustaining activities.

Transit Development Plan (TDP) – A required document for those receiving Florida Public Transit Block Grant funding. The TDP is used in creating the mass transit elements of the MPO Long Range Transportation Plan, the TIP and FDOT Work Program.

Transportation Disadvantaged Service Plan (TDSP) – A required document as part of the Commission for the Transportation Disadvantaged Program that details policies and operations.

Transportation Impact Fee Ordinance (TIFO) – A countywide regulatory code utilized by local governments to assess fees on development projects that generate new trips on the surrounding road network.

Transportation Improvement Program (TIP) – A five-year program of transportation improvements adopted annually by the MPO that incorporated state and federal work programs along with the capital improvement programs/elements of local governments within the MPO's jurisdiction.

Transportation Management Area (TMA) – A special designation given to urbanized areas with a population over 200,000. These areas must comply with special transportation planning requirements regarding congestion management systems, project selection and certification and requirements, identified in federal legislation.

Unified Planning Work Program (UPWP) – Identifies all transportation planning activities under the auspices of the MPO that are to receive federal and state grant monies.

Work Program – The five-year listing of all transportation projects scheduled by the Florida Department of Transportation.

Appendix C: FY 2014/15 Section 5305 Application, Certifications and Assurances

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

04/02/2014

4. Applicant Identifier:

Not Applicable

5a. Federal Entity Identifier:

Not Applicable

5b. Federal Award Identifier:

FL-80-0009

State Use Only:

6. Date Received by State:

7. State Application Identifier:

1001

8. APPLICANT INFORMATION:

* a. Legal Name: Pinellas County Metropolitan Planning Organization

* b. Employer/Taxpayer Identification Number (EIN/TIN):

592931456

* c. Organizational DUNS:

13594488731

d. Address:

* Street1: 310 Court Street

Street2:

* City: Clearwater

County/Parish:

* State:

FL: Florida

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code: 33756-5137

e. Organizational Unit:

Department Name:

Pinellas County (MPO)

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Alicia

Middle Name:

* Last Name:

Parinello

Suffix:

Title: Planner

Organizational Affiliation:

Planner

* Telephone Number: 727-464-8200

Fax Number: 727-464-8201

* Email: aparinello@pinellascounty.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Federal Transit Administration

11. Catalog of Federal Domestic Assistance Number:

20.505

CFDA Title:

Metropolitan Transportation Planning

* 12. Funding Opportunity Number:

FL-80-0009

* Title:

MPO and State Planning

13. Competition Identification Number:

Not Applicable

Title:

Not Applicable

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Transportation planning in support of the Pinellas Urbanized Area FY 2014/15 Unified Planning Work Program.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="405,356.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="50,670.00"/>
* d. Local	<input type="text" value="50,670.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="506,696.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:


Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:

* Date Signed:

Section 5305(d)
Approved Project Budget for FFY14
(total dollars)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 0
44.22.00	General Development and Comprehensive Planning	46,875
44.23.01	Long Range Transportation Planning: System Level	31,250
44.23.02	Long Range Transportation Planning: Project Level	31,250
44.24.00	Short Range Transportation Planning	22,818
44.25.00	Transportation Improvement Program	0
44.26.00	Planning Emphasis Areas	150,000
44.26.12	Coordination of Non-Emergency Human Service Transportation	10,149
44.26.13	Participation of Transit Operators in Metropolitan Planning	65,367
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	65,366
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	65,366
44.26.16	Incorporating Safety & Security in Transportation Planning	13,443
44.27.00	Other Activities	4,811
Total Net Project Cost		\$ 506,695

Accounting Classifications

44.30.01	Personnel	\$ 198,956
44.30.02	Fringe Benefits (0.49)	97,489
44.30.03	Travel	
44.30.04	Equipment	
44.30.05	Supplies	
44.30.06	Contractual	162,500
44.30.07	Other	
44.30.08	Indirect Charges (0.24)	47,750
Total Net Project Cost		\$ 506,695

Fund Allocations

44.40.01	MPO Activities	\$ 406,695
44.40.02	Transit Operator Activities	100,000
44.40.03	State and/or Local Agency Activities	
Total Net Project Cost		\$ 506,695
Federal Share (80%)		\$ 405,356
Local Share (20%)		\$ 101,339

Accounting Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	\$ 506,695

GMIS Planning Line Item Codes – FFY14
(FTA Funds Only)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 0
44.22.00	General Development and Comprehensive Planning	<u>37,500</u>
44.23.01	Long Range Transportation Planning: System Level	<u>25,000</u>
44.23.02	Long Range Transportation Planning: Project Level	<u>25,000</u>
44.24.00	Short Range Transportation Planning	<u>18,254</u>
44.25.00	Transportation Improvement Program	<u>0</u>
44.26.00	Planning Emphasis Areas	<u>120,000</u>
44.26.12	Coordination of Non-Emergency Human Service Transportation	<u>8,119</u>
44.26.13	Participation of Transit Operators in Metropolitan Planning	<u>52,294</u>
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	<u>52,293</u>
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	<u>52,293</u>
44.26.16	Incorporating Safety & Security in Transportation Planning	<u>10,754</u>
44.27.00	Other Activities	<u>3,849</u>
Total Net Project Cost		<u>\$ 405,356</u>

Accounting Classifications

44.30.01	Personnel	\$ 159,165
44.30.02	Fringe Benefits (0.49)	<u>77,991</u>
44.30.03	Travel	<u></u>
44.30.04	Equipment	<u></u>
44.30.05	Supplies	<u></u>
44.30.06	Contractual	<u>130,000</u>
44.30.07	Other	<u></u>
44.30.08	Indirect Charges (0.24)	<u>38,200</u>
Total Net Project Cost		<u>\$ 405,356</u>

Fund Allocations

44.40.01	MPO Activities	\$ 325,356
44.40.02	Transit Operator Activities	<u>80,000</u>
44.40.03	State and/or Local Agency Activities	<u></u>
Total Net Project Cost		<u>\$ 405,356</u>

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS

(Signature page alternative to providing Certifications and Assurances in TEAM-Web)

Name of Applicant: MAELAS METROPOLITAN PLANNING ORGANIZATION

The Applicant agrees to comply with applicable provisions of Groups 01 - 24. ✓

OR

The Applicant agrees to comply with applicable provisions of the Groups it has selected:

<u>Group</u>	<u>Description</u>	
01.	Required Certifications and Assurances for Each Applicant.	_____
02.	Lobbying.	_____
03.	Procurement and Procurement Systems.	_____
04.	Private Sector Protections.	_____
05.	Rolling Stock Reviews and Bus Testing.	_____
06.	Demand Responsive Service.	_____
07.	Intelligent Transportation Systems.	_____
08.	Interest and Financing Costs and Acquisition of Capital Assets by Lease.	_____
09.	Transit Asset Management Plan and Public Transportation Agency Safety Plan.	_____
10.	Alcohol and Controlled Substances Testing.	_____
11.	Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity) and Capital Investment Program in Effect before MAP-21.	_____
12.	State of Good Repair Program.	_____
13.	Fixed Guideway Modernization Grant Program.	_____
14.	Bus and Bus Facilities Formula Grants Program and Bus and Bus Related Equipment and Facilities Grant Program (Discretionary).	_____
15.	Urbanized Area Formula Grants Programs, Passenger Ferry Grants Program, and Job Access and Reverse Commute (JARC) Program.	_____
16.	Seniors/Elderly/Individuals with Disabilities Programs and New Freedom Program.	_____
17.	Rural/Other Than Urbanized Areas/Appalachian Development/Over-the-Road Bus Accessibility Programs.	_____
18.	Public Transportation on Indian Reservations Programs (also known as the Tribal Transit Programs).	_____
19.	Low or No Emission/Clean Fuels Grant Programs.	_____
20.	Paul S. Sarbanes Transit in Parks Program.	_____
21.	State Safety Oversight Program.	_____
22.	Public Transportation Emergency Relief Program.	_____
23.	Expedited Project Delivery Pilot Program.	_____
24.	Infrastructure Finance Programs.	_____

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2014 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE (Required of all Applicants for FTA funding and all FTA Grantees with an active Capital or Formula Project)

AFFIRMATION OF APPLICANT

Name of the Applicant: Pinellas County Metropolitan Planning Organization

Name and Relationship of the Authorized Representative: Karen Seel, MPO Board Chair

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all Federal statutes and regulations, and follow applicable Federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2014, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Project for which it seeks now, or may later seek FTA funding during Federal Fiscal Year 2014.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with a Federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature Karen Seel Date: 3/19/2014

Name Karen Seel
Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Pinellas County Metropolitan Planning Organization

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under State, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA Project or Projects.

Signature David Sadowsky Date: 3/20/14

Name David Sadowsky
Attorney for Applicant

Each Applicant for FTA funding and each FTA Grantee with an active Capital or Formula Project must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its signature in lieu of the Attorney's signature, provided the Applicant has on file this Affirmation, signed by the attorney and dated this Federal fiscal year.

DEBARMENT and SUSPENSION CERTIFICATION

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

(1) The (insert name of MPO) 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 (insert name of MPO) 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.

Karen Seel
MPO Chairman

March 12, 2014
Date

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

It is the policy of the (insert name of MPO) 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 (insert name of MPO), and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the (insert name of MPO) in a non-discriminatory environment.

The (insert name of MPO) 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.

Karen Seel

Chairperson

Pinellas County

Name of MPO

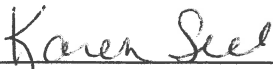
March 12, 2014

Date

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 Pinellas County Metropolitan Planning Organization that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Pinellas County Metropolitan Planning Organization, 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 Pinellas County Metropolitan Planning Organization 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.


Chairperson

Pinellas County
Name of MPO

March 19, 2014
Date

TITLE VI/ NONDISCRIMINATION POLICY STATEMENT

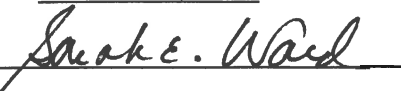
The Pinellas County Metropolitan Planning Organization assures the Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration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

The Pinellas County Metropolitan Planning Organization further agrees to the following responsibilities with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the 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 *Appendix A* 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.

Dated March 19, 2014

by 

Sarah E. Ward, Chief Executive Officer

APPENDIX A

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.

(6.) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (6) 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 sub-contractor 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.

Appendix D: Disadvantaged Business Enterprise Program Policy Statement

PINELLAS COUNTY MPO DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

Definitions of Terms

The terms used in this program have the meanings defined in 49 CFR 26.5.

Objectives/Policy Statement (26.1, 26.3)

The Pinellas County Metropolitan Planning Organization (MPO) FTA recipient ID number 1038 has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the US Department of Transportation (DOT), 49 CFR Part 26. The MPO anticipates that it will receive Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the MPO has signed an assurance that it will comply with 49 CFR Part 26.

The policy of the Pinellas County MPO regarding DBEs, as defined in Part 26, includes the following:

1. To ensure equal opportunity to receive and participate in DOT-assisted contracts.
2. To ensure nondiscrimination in the award and administration of DOT assisted contracts;
3. To create a level playing field on which DBEs can compete fairly for DOT assisted contracts;
4. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
5. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
6. To help remove barriers to the participation of DBEs in DOT assisted contracts; and
7. To assist the development of firms that can compete successfully in the market place outside the DBE Program.

Once the policy statement is signed, the MPO will disseminate this policy statement to its Board and staff members within the organization, individuals on the MPO mailing list and it will be placed on the MPO website. The MPO will also distribute this statement to all DBE and non-DBE businesses that perform work for on DOT-assisted contracts, and to all DBE and non-DBE firms via advertisement and mailings to designated organizations.



Sarah Ward, Executive Director, Pinellas County MPO

Date 6/12/12

**Appendix E. Title VI / Non-Discrimination Policy Statement, ADA Compliant
Procedure and LEP**

I. TITLE VI NONDISCRIMINATION POLICY STATEMENT

The Pinellas County MPO assures the U.S. Department of Transportation and Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity. In addition, the Pinellas County MPO assures the Florida Department of Transportation that no person shall be discriminated on the basis of sexual orientation, in accordance with Pinellas County Code Chapter 70, as amended.

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

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Executive Director;
2. Issue a policy statement signed by the Executive Director, which expresses a commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public;
3. Such information shall be published where appropriate in languages other than English;
4. Insert the clauses of *Appendix A* of this agreement in every contract subject to the Acts and the Regulations ;
5. 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 VII Title VI Coordinator;
6. Participate in training offered on Title VI and other nondiscrimination requirements;
7. 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; and
8. 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.

Dated 3/26/2013

by 
Sarah E. Ward, Interim Executive Director, Pinellas County MPO

**PINELLAS COUNTY MPO
AMERICANS WITH DISABILITIES ACT
COMPLAINT PROCEDURE**

**Prepared by the:
Pinellas County Metropolitan Planning Organization
310 Court Street
Clearwater, FL 33756**

**February 13, 2008
Revised March 1, 2012
Revised March 18, 2013**

Notice for Complaints of Discrimination Based on Disability

The Pinellas County MPO has established a process for investigating and resolving complaints alleging disability discrimination related to MPO services, programs and its office. Regulations implementing provisions of Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act (ADA) of 1990 can be found at 49 C.F.R. Parts 27 and 37, and 28 C.F.R. Part 35. This Notice is adopted pursuant to 28 CFR 35.107 and 49 C.F.R. 27.13. The MPO shall review this process on an as needed basis or at a minimum once every three years.

The MPO's Title VI/ADA specialist or MPO designee shall be responsible for overseeing investigations and responses to complaints of discrimination based on disability.

Required Complaint Information Includes:

1. Complainant's Information
(Name, mailing address and daytime phone number)
2. Incident Information
(Date, time, location, how person was discriminated based upon disability and relating details)

Complaints with incomplete information may result in delayed investigations and responses. The MPO cannot respond to complaints without the complainant's mailing address.

How to File a Complaint

Complaints regarding prohibited discrimination based on disability may be submitted to the MPO as follows:

- By telephone to MPO office, 727.464.8200, 727.464.4062 (V/TDD). MPO staff will conduct an interview obtaining detailed information relating to the complaint. The information will be recorded in writing. Before concluding the interview, the staff member will ask if the complainant wishes to have the information reviewed for accuracy and will make any requested corrections.
- In writing to the Pinellas County MPO, 310 Court Street, Clearwater, FL 33756. Complaints may also be faxed to 727.464.8201 or e-mailed to mpo@pinellascounty.org.
- In person at the MPO office, 310 Court Street, Clearwater, FL 33756, 8 a.m. to 4 p.m., Monday through Friday. It is advisable to call the MPO in advance at 727.464.8200 to schedule an appointment.

Persons with a disability who need any accommodation or require language assistance, are entitled at no cost, to certain assistance. Such requests should be directed to the MPO at 727.464.8200 or mpo@pinellascounty.org.

Acknowledgement of Complaint Receipt

Within three business days after receipt of the complaint, a letter will be sent to the complainant that includes all of the following:

1. Acknowledgement that the complaint has been received and is pending investigation.
2. The estimated date by which a response will be sent to the complainant.
3. How to contact the MPO if the complainant does not receive a response by that date.

Investigation of Complaint

The MPO Title VI/ADA specialist will investigate the complaint and respond in writing within a reasonable time, not to exceed 30 days from receipt of the complaint. The response will provide information concerning resolution of the complaint.

Records Retention

The MPO shall maintain record of any ADA complaint for a minimum of five years. The record is to include the name and address of the complainant, nature of the complaint, problems identified, resolution of complaint and any resulting modifications made to an MPO program, service or its office facility.

Pinellas County MPO Limited English Proficiency Plan

**Prepared by the:
Pinellas County Metropolitan Planning Organization
310 Court Street
Clearwater, FL 33756**

**February 14, 2007
Revised March 18, 2013**

LEP Plan Table of Contents

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Introduction

The purpose of this limited English proficiency policy guidance is to clarify the responsibilities of recipients of federal financial assistance from the U.S. Department of Transportation (DOT) and assist them in fulfilling their responsibilities to limited English proficient (LEP) persons, pursuant to Title VI of the Civil Rights Act of 1964 and implementing regulations. It was prepared in accordance with **Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq.**, and its implementing regulations provide that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives federal financial assistance.

Executive Order 13166

Executive Order 13166 "Improving Access to Services for Persons With Limited English Proficiency," reprinted at 65 FR 50121 (August 16, 2000), directs each Federal agency that is subject to the requirements of Title VI to publish guidance for its respective recipients clarifying that obligation. Executive Order 13166 further directs that all such guidance documents be consistent with the compliance standards and framework detailed in the Department of Justice's (DOJ's) Policy Guidance entitled "Enforcement of Title VI of the Civil Rights Act of 1964--National Origin Discrimination Against Persons With Limited English Proficiency." (See 65 FR 50123, August 16, 2000 DOJ's General LEP Guidance). Different treatment based upon a person's inability to speak, read, write or understand English may be a type of national origin discrimination.

Executive Order 13166 applies to all federal agencies and all programs and operations of entities that receive funding from the federal government, including state agencies, local agencies and governments such as the MPO, private and non-profit entities and subrecipients.

Plan Summary

The Pinellas County Metropolitan Planning Organization (MPO) has developed this Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to MPO programs as required by Executive Order 13166. A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write or understand English.

This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training staff, how to notify LEP persons that assistance is available and information for future plan updates.

In developing the plan while determining the MPO's extent of obligation to provide LEP services, the MPO undertook a U.S. Department of Transportation four factor LEP analysis which considers the following: 1) The number or proportion of LEP persons eligible in the county to be served or likely to encounter an MPO program, activity or service; 2) the frequency with which LEP individuals come in contact with an MPO program; 3) the nature and importance of the program, activity or service provided by the MPO to the LEP population; and 4) the resources available to the MPO and overall costs to provide LEP assistance. A brief description of these considerations is provided in the following section.

Four Factor Analysis

1. The number or proportion of LEP persons eligible to be served or likely to encounter an MPO program, activity or service

The MPO examined the US Census Bureau's 2006-2010 American Community Survey data and was able to determine that approximately 12.8%, or 112,361, of the Pinellas County population age 5 and older spoke a language other than English at home and 5.5%, or 48,164, reported that they speak English "less than very well". Hispanics comprised the largest non-English speaking language group. There were 48,697 Hispanic/Latinos or 5.5% who spoke a language other than English at home and 2.6%, or 22,675, said that they speak English less than very well.

2. The frequency with which LEP individuals come in contact with an MPO program, activity or service

The MPO assesses the frequency at which staff has or could possibly have contact with LEP persons. This includes documenting phone inquiries and surveying public meeting attendees. From January 1, 2006 to Dec 31, 2011, the MPO recorded 14 requests for language assistance: two for informal Spanish speaking interpretation, one for informal Spanish translation of an MPO document, two requests for American Sign Language, one for Braille translation of an MPO document and eight requests for staff to read a document because the persons were unable to read. All requests received were fulfilled.

3. The nature and importance of the program, activity or service provided by the MPO to LEP community

Since there is a large geographic concentration of Hispanics in Clearwater, the MPO contacted the YWCA Hispanic Outreach Operation (Centro de Apoyo Hispano de YWCA) in Clearwater, for help in identifying which MPO programs would be of importance to a Hispanic LEP person. The Hispanic Outreach Operation identified transportation as a major concern for their clients stating many do not drive and rely on public transit, walking or biking. To help accommodate the Hispanic population, the county's transit operator, the Pinellas Suncoast Transit Authority (PSTA), has translated

its system route map and many brochures and the MPO has also translated several bicycle and pedestrian safety brochures into Spanish.

Many Hispanic Outreach Operation clients are economically disadvantaged and are eligible to receive low cost transportation services through the MPO's Transportation Disadvantaged Program (TD) Program. PSTA, as the TD Program's management entity, and its taxi cab and wheelchair provider subcontractors, has Spanish speaking staff readily available to provide language assistance. The TD Program was identified as a potential provider of important services for the Hispanic LEP.

4. The resources available to the MPO and overall costs

The MPO assessed its available resources that could be used for providing LEP assistance. This included identifying what staff and volunteer language interpreters (see Appendix B) are readily available, how much a professional interpreter and translation service would cost, which documents should be translated, taking an inventory of available organizations that the MPO could partner with for outreach and translation efforts, examining which financial and in-kind sources could be used to provide assistance and what level of staff training is needed.

After analyzing the four factors the MPO developed the plan outlined in the following section for assisting persons of Limited English Proficiency.

How to Identify an LEP Person who Needs Language Assistance

Below are tools to help identify persons who may need language assistance:

- Examine records requests for language assistance from past meetings and events to anticipate the possible need for assistance at upcoming meetings;
- When MPO sponsored workshops or conferences are held, set up a sign-in sheet table, have a staff member greet and briefly speak to each attendee. To informally gage the attendee's ability to speak and understand English, ask a question that requires a full sentence reply;
- Have the Census Bureau's "I Speak Cards" at the workshop or conference sign-in sheet table. While staff may not be able to provide translation assistance at this meeting, the cards are an excellent tool to identify language needs for future meetings. Also, have the cards available at the MPO office reception area; and
- Post a notice of available language assistance at MPO and GPTMS reception area.

Language Assistance Measures

When an interpreter is needed, in person or on the telephone, the MPO shall first determine what language is required. Staff can provide Farsi, Hungarian, German, and American Sign Language informal verbal interpretation. Spanish V/TDD service is available through the Pinellas County Office of Human Rights. The phone number is 727-464-4062 (V/TDD).

Staff may be able to assist with written communications and small MPO document translation requests from LEP persons.

The following MPO documents are currently available in Spanish: Bicycle Safety Poster, MPO brochure, Transportation Disadvantaged Program brochure, application survey and the Title VI complaint form.

MPO Staff Training

All MPO staff is provided with the LEP Plan and educated on procedures and services available. This information will also be part of the MPO staff orientation process for new hires. Training topics are listed below:

- Understanding the Title VI LEP responsibilities;
- What language assistance services the MPO offers;
- Use of LEP “I Speak Cards”;
- How to access a staff interpreter;
- Documentation of language assistance requests;
- How to handle a complaint; and
- The importance of educating subrecipients on the MPO’s LEP program responsibilities and their obligation to provide language assistance.

Providing Notice of Available Language Service to LEP Persons

- Post signs that language assistance is available in public.

Outreach Techniques

- If staff knows that they will be presenting a topic that could be of potential importance to an LEP person or if staff will be hosting a meeting or a workshop in a geographic location with a known concentration of LEP persons, meeting notices, fliers, advertisements and agendas will be printed in an alternative language, such as Spanish.
- When placing a general public meeting notice, staff will insert **“Un traductor del idioma español estará disponible”** This means “A Spanish translator will be available”. Or if not sure of the need, staff should insert, **“Si usted necesita la ayuda de un traductor del idioma español, por favor comuníquese con la** (insert staff name) **al teléfono (727) 464-8200, cuando menos 48 horas antes de la junta”** which asks persons who need Spanish language assistance to make arrangements with the MPO within two days of the publication notice.
- Spanish speaking staff or a hired interpreter should be on hand at public meetings intended for gathering public input.

Monitoring and Updating the LEP Plan

At a minimum, the MPO will follow the Title VI Program update schedule for the LEP Plan. The next required Title VI Program update must be forwarded to the FTA by May 14, 2013. The questions listed below will be considered in updating the LEP Plan.

- How many LEP persons were encountered?
- Were their needs met?
- What is the current LEP population in Pinellas County?
- Has there been a change in the types of languages where translation services are needed?
- Is there still a need for continued language assistance for previously identified MPO programs and are there other programs that should be included?
- Have the MPO's available resources, such as technology, staff and financial costs changed?
- Has the MPO fulfilled the goals of the LEP Plan?
- Were any complaints received?

Dissemination of the MPO Limited English Proficiency Plan

The MPO posts the LEP Plan on its website at www.pinellascounty.org/mpo.

Any person, including social service, non-profit and law enforcement agencies and other community partners with internet access will be able to access the plan. For those without personal internet service, all Pinellas County libraries offer free internet access. Copies of the LEP Plan are provided to the Pinellas County Office of Human Rights, the Florida Department of Transportation, Federal Highway Administration, the Federal Transit Administration and any person or agency requesting a copy. Each MPO subrecipient is provided a copy and informed of the importance of providing language assistance. LEP persons may obtain copies/translations of the plan upon request.

Any questions or comments regarding this plan should be directed to MPO staff at 727-464-8200 or mpo@pinellascounty.org.

LEP APPENDIX A

2010 PINELLAS COUNTY POPULATION		
General Characteristics	Estimate	Percent
Total Pinellas County Population	916,542	
Male	440,009	48.0
Female	476,533	52.0
Median age (years)	46.2	(X)
Under 5 years	42,349	4.6
18 years and over	753,654	82.2
65 years and over	194,099	21.2
One race	896,526	97.8
White	752,892	82.1
Black or African American	94,745	10.3
Hispanic or Latino (of any race)	73,241	8.0
American Indian and Alaska Native	2,892	0.3
Asian	27,229	3.0
Native Hawaiian and Other Pacific Islander	810	0.1
Some other race	18,039	2.0
Two or more races	20,016	2.2
Disability status (population 5 years and over)	N/A	

Source: US Census Bureau 2010 Census

An '(X)' means that the estimate is not applicable or not available from the US Census Bureau

Economic Characteristics	Estimate	Percent
In labor force (population 16 years and over)	463,533	60
Mean travel time to work in minutes (workers 16 years and over)	23	(X)
Median household income (in 2010 inflation-adjusted dollars)	62,977	(X)
Median family income (in 2010 inflation-adjusted dollars)	45,258	(X)
Per capita income (in 2010 inflation-adjusted dollars)	28,742	(X)
Families below poverty level	(X)	8.1
Individuals below poverty level	(X)	12.1

Source: US Census Bureau 2006-2010 American Community Survey

An '(X)' means that the estimate is not applicable or not available from the US Census Bureau

2006-2010 LANGUAGES SPOKEN AT HOME		
Pinellas County Population 5 years and over	875,432	
Speak English only	763,071	87.2%
Language other than English spoken at home	112,361	12.8%
Speak English less than "very well"*	48,164	5.5%
Hispanic/Latino		
Hispanic/Latino's 5 years and over who speak Spanish at home	48,697	5.6%
Speak English less than "very well"*	22,675	2.6%
Asian and Pacific Islander languages		
Persons 5 years and over who speak Asian and Pacific Islander languages at home	18,072	2.1%
Speak English less than "very well"*	10,070	1.2.%
Other Languages		
Persons 5 years and over who speak other languages at home	3,240	0.4%
Speak English less than "very well"*	829	0.1%

Source: US Census Bureau 2006-2010 American Community Survey

*Of total population

LEP APPENDIX B

Pinellas County MPO Discrimination Complaint Procedure

PINELLAS COUNTY MPO DISCRIMINATION COMPLAINT PROCEDURE

Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color and national origin in programs and activities receiving federal financial assistance. As a sub-recipient of the Florida Department of Transportation, the Pinellas County Metropolitan Planning Organization (MPO) has in place a Title VI complaint procedure.

1. Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation, by any Pinellas County Metropolitan Planning Organization's (MPO) programs or activities, as prohibited by Title VI of the Civil Rights Act of 1964, as amended, and related statutes, may file a written complaint. (Note: If you believe you have been discriminated against by another branch of the Pinellas County Government, please contact the Pinellas County Office of Human Rights at 727.464.4880). All written complaints received by the MPO shall be referred immediately to the FDOT's District Seven Title VI Coordinator for processing in accordance with approved State procedures.

Written complaints may be sent to:

Pinellas County MPO
310 Court Street
Clearwater, FL 33756

2. Verbal and non-written complaints received by the MPO shall be resolved informally by the MPO. If the issue has not been satisfactorily resolved through informal means, or if at any time the complainant(s) request(s) to file a formal written complaint, the Complainant shall be referred by the MPO to the FDOT's District Seven Title VI Coordinator for processing in accordance with approved State procedures.
3. The MPO will advise the FDOT's District Seven Title VI Coordinator within five (5) calendar days of receipt of the allegations. The following information will be included in every notification to the FDOT's District Seven Title VI Coordinator:
 - a. Name, address, and phone number of the Complainant;
 - b. Name (s) and address(es) of the Respondent;
 - c. Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation);
 - d. Date of alleged discriminatory act(s);

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

FORMULARIO DE QUEJA (Condado de Pinellas)

Nombre de la persona discriminada	Número de teléfono (Residencia)	Número de teléfono (Trabajo)
Dirección de residencia (Número y calle, número de departamento)	Ciudad, estado, y código postal de residencia	
Nombre de la persona que discriminó contra usted, y nombre de la dependencia (si los sabe)		
Dirección de la persona o dependencia que discriminó contra usted	Ciudad, estado y código postal de la persona o dependencia que discriminó contra usted	
Fecha del incidente discriminatorio.		
Causa de la discriminación:		
<input type="checkbox"/> Raza	<input type="checkbox"/> Retaliación	<input type="checkbox"/> Sexo
<input type="checkbox"/> Color de Piel	<input type="checkbox"/> Nacionalidad (Idioma)	<input type="checkbox"/> Estado Civil
		<input type="checkbox"/> Religión
		<input type="checkbox"/> Impedimento Físico o Impedimento Mental
		<input type="checkbox"/> Otro
<p>Explique claramente como sucedió la discriminación y quienes participaron en ella. Incluya en su explicación cualquier conocimiento que tenga de tratamiento diferente a otras personas. Adjunte cualquier otro escrito relacionado con su caso.</p>		
Firma	Fecha	

TITLE VI AND RELATED STATUTES
DISCRIMINATION COMPLAINT AGAINST THE PINELLAS COUNTY MPO

Name	Telephone (home)	Telephone (work)
Address:	City, State, Zip Code	
Name of MPO Staff Person that You Believe Discriminated Against You:		
Address:	City, State, ZIP Code	
Date of Alleged Incident:		
You were discriminated because of:		
<input type="checkbox"/> Race	<input type="checkbox"/> Retaliation	<input type="checkbox"/> Sex
<input type="checkbox"/> Color	<input type="checkbox"/> National Origin (Language)	<input type="checkbox"/> Age
<input type="checkbox"/> Familial Status		<input type="checkbox"/> Religion
<input type="checkbox"/> Disability		<input type="checkbox"/> Other
Explain as briefly and clearly as possible what happened and how you were discriminated against. Indicate who was involved. Be sure to include how other persons were treated differently than you. Also attach any written material pertaining to your case:		
Signature	Date	

LEP APPENDIX D
NOTICE TO MPO GRANT AND PROGRAM SUBRECIPIENTS

All programs and operations of entities that receive assistance from the federal government including the MPO and its subrecipients must comply to the fullest reasonable extent for improving access to services for LEP persons.

Subrecipients are encouraged to have in place written policies on the provision of interpreter and translation services.

I acknowledge that a copy of the MPO Limited English Proficiency Plan has been provided to our organization and I have read the contents and fully understand the LEP Plan obligations and responsibilities.

Signature

Date

Organization

Appendix F: 2014 Certification of Indirect Costs

CERTIFICATE OF INDIRECT COSTS

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal dated April 8, 2014, to establish billing or final indirect costs rates for January 1, 2014 through December 31, 2014, are allowable in accordance with the requirements of the Federal award(s) to which they apply and OMB Circular A-87, "Cost Principles for State, Local, and Indian Tribal Governments." Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

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

I declare that the foregoing is true and correct.

Governmental Unit: Pinellas County Metropolitan Planning Organization

Signature: 

Name of Official: Sarah E. Ward

Title: Interim MPO Executive Director

Date of Execution: April 8, 2014

**Appendix G: Joint Certification Statement on the Metropolitan Transportation
Planning Process**

JOINT CERTIFICATION STATEMENT ON THE METROPOLITAN TRANSPORTATION PLANNING PROCESS

Pursuant to the requirements of 23 U.S.C. 134(k)(5), 23 CFR 450.334(a), 49 U.S.C. 5305(e)], the Department and the Metropolitan Planning Organization (MPO) have performed a review of the certification status of the metropolitan transportation planning process for the **Pinellas County MPO** with respect to the requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303; Title 23 C.F.R. Part 450;
2. Clean Air Act, as amended, (42 U.S.C. 7504 and 7506 (c) and (d); [**Currently not applicable to Florida MPOs**]
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21;
4. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 1101(b) of MAP-21 (Public Law 109-59) and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
6. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts; [**Currently not applicable to Florida MPOs**]
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in 49 C.F.R. Parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. 23 U.S.C., Section 324 regarding the prohibition of discrimination on the basis of gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

TYPE OF CERTIFICATION REVIEW

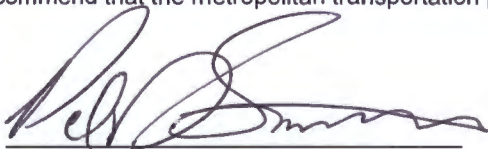
☒ **FDOT Certification Standard/Modified Review**

Included in this certification package are digital attachments of the noteworthy achievements or products resultant from those activities consistent with the federal transportation planning requirements. The contents of this Joint Certification Statement have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on January 28, 2014.

☐ **Federal Certification Quadrennial Review/FDOT Review**

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package has been reviewed by the MPO and accurately reflects the results of the joint certification review meeting held by FHWA, FTA, FDOT, and the MPO held on NA.

Based on a joint review and evaluation, the Florida Department of Transportation (FDOT) and the **Pinellas County MPO** recommend that the metropolitan transportation planning process for the **Pinellas County MPO** be certified.



Paul Steinman, P.E.
District Seven Secretary, Florida Department of Transportation
(or designee)

05/30/14
Date



Karen Seel, Chairman, Pinellas County MPO

5/14/2014
Date

**Appendix H: 2014 Joint FDOT/MPO Certification Summary of the Pinellas County
Metropolitan Planning Organization**



Florida Department of Transportation

RICK SCOTT
GOVERNOR

11201 N. McKinley Drive
Tampa, FL 33612

ANANTH PRASAD, P.E.
SECRETARY

JOINT MPO/FDOT CERTIFICATION SUMMARY **Pinellas Metropolitan Planning Organization**

The annual Joint FDOT/MPO Certification review meeting was held on January 28, 2014, as required by federal guidelines to assess the MPO's compliance with the federal transportation planning process and applicable state laws. The Pinellas County MPO is in compliance with federal and state guidelines for metropolitan transportation planning.

The following is a summary of the Department's findings.

Notable Achievements

- The MPO took its commitment to improving pedestrian and bicycle safety to the next level by the systematic, comprehensive update of the major elements within the Bicycle Pedestrian Master Plan. An analysis of fresh crash data led to the discovery of corridors with a high crash rate, and identification of counter measures. Next, Staff began to develop the Facilities Element that will include a reliable inventory of trails, bike lanes, and sidewalks to determine where there were opportunities to grow the network and increase accessibility. The MPO initiated efforts to establish a countywide standard for marking trail crossings of roadways. The MPO continues its bicycle and pedestrian safety education outreach to school aged children. The MPO aggressively pursues funding opportunities for operational and safety improvements to the bicycle-pedestrian facilities network. Working with FDOT, the MPO was able to provide cities and county over one million dollars worth of safety equipment such as "Bright Sticks", speed feedback signs, and bicycle racks for schools through Highway Safety Program funding.
- The MPO has demonstrated continuous improvement of its interactive TIP to better serve the public's desire for project level information. The most recent features included enhancements to pop-ups that are activated by hovering the cursor over any project shown on the county map. The pop-ups instantly display what will be built and when, and also show available conceptual graphics of major projects. The users may also click on a link to be taken to the corresponding page of the TIP where the project costs are shown. The enhanced pop-ups can be used by special screen readers commonly used by the visually impaired. The interactive TIP was developed in-house without the

expense of information technology and GIS support or consultant services, or special software.

- The MPO's public involvement activities continue to be robust. MPO staff have developed a strong variety of outreach tools. From technology based tools such as the interactive web-based TIP, *Facebook*, *Twitter*, and *TellUsPinellas website*, to direct interaction through its speakers bureau, community events, town hall meetings, focus groups, and charettes, the MPO casts a wide net to solicit public input. In addition, all meeting agendas online were modified to be mobile-device friendly when staff observed that a high percentage of website hits were from mobile-devices.

Recommended Actions

- Continue to focus on the implementation Transportation Systems Maintenance & Operations projects as a cost effective means of addressing traffic congestion countywide.
- Continue to develop performance objectives and measures to better evaluate the effectiveness of capital investments in roadway, transit, and inter-modal improvements.
- Continue applying context sensitive solutions to ensure the early and continuous engagement of relevant stakeholders and minimize impacts to the environment and affected community.

Corrective Actions

- None

Appendix I: Other Non-Federal Local Agency and Municipal Planning Projects

Local governments in Pinellas County were asked through the TCC members to provide lists of all transportation planning projects, including those funding through non-Federal local agency and municipal planning projects.

City of Treasure Island

Gulf Boulevard –(for only a portion of the roadway) undergrounding of existing overhead utilities

\$3,770,000

FY 2015-2016

Local Option Infrastructure Sales Surtax (Penny for Pinellas)

Causeway Bridge Lighting Study and Replacement

This project will evaluate the lighting on the Causeway bridges to determine the most cost-effective approach to the situation that exists with the high frequency of light failures. The project was expanded to review the lighting in the City center (downtown area).

\$175,000 FY 2013-2014

\$100,000 FY 2014-2015

County Gas Tax

City of St. Petersburg

The City is currently hiring the firm URS to review a proposal for a new interchange on 4th Street at I-175. It will be a nine-month study and will cost \$28,666.

The City's Downtown St. Petersburg Intermodal Facility Study is an ongoing study that is being conducted by Parsons Brinckerhoff, Inc. The purpose of the study is to find an off-street site for a new downtown transit center and produce 30% design plans for the center. The remaining balance is \$206,632.58. FTA's Section 5309 Program is the funding source.

The City's Central Avenue Bus Rapid Transit Corridor Enhancement Project is ongoing. The purpose of the project is to implement a series of transit and pedestrian improvements along the Central Avenue corridor in preparation for the proposed BRT service. The remaining balance is \$933,001.95. FTA's Section 5309 Program is the funding source.

Appendix J: Review Agency Comments and Staff Reponses

AGENCY COMMENTS ON DRAFT FY 2014/15 AND 2015/16 UPWP

Agency	Section	Page	Comment	MPO Response
FHWA	General Comment	n/a	Overall this is a very thorough and comprehensive document. Kudos to the staff for the level of detail included in this planning document.	None
FHWA	Cover Page	Cover	Please double check the Federal Aid No. (049). I believe for the upcoming plan it should be (050).	None
FHWA	Planning Activities	14	The MPO is commended for the summary language provided regarding the Transportation Management Area (TMA) Leadership Group. For the purposes of consistency, it would be helpful if this same language was provided in both Hillsborough and Pasco's UPWP	This information has been forwarded to the other TMA MPOs
FHWA	General Comment	n/a	While the MPO has done a great job detailing participation in safety related activities, I would like to emphasize the email sent by Florida Department of Transportation (FDOT) on 1/22/2014 regarding Safety as a planning emphasis area. According to correspondence sent out on 1/22/2014, FDOT has committed itself to reducing the number of pedestrian and bicycle crashes occurring annually within Florida. The email sent highlighted the following: <i>Secretary Prasad has committed to reducing the number of pedestrian and bicycle crashes occurring annually within Florida. The Department has initiated a safety campaign focused in this area and has adopted specific policies and strategies to address this issue within the Florida Strategic Highway Safety Plan and the Florida Pedestrian and Bicycle Strategic Safety Plan. Reducing Pedestrian and bicycle crashes is a state wide issue requiring commitment, cooperation and coordination with multiple partners. The planning emphasis area this year is intended to focus and strengthen the planning process between the partners regarding the safety of pedestrian and bicyclist using our state wide transportation system.</i> Please review this email and ensure that your planning efforts are consistent. If needed, I can re-send the correspondence that was sent.	Page 3 has been revised to reference safety as a state planning emphasis area, as has page 6
FHWA	General Comment	n/a	Please review all task pages and ensure that work products that are not ongoing have a month/year associated with the items listed. For example, on page 33, the Annual Service Report is identified. It appears that a month/year can be associated with an annual report	Reviewed and necessary changes made
FHWA	General Comment	n/a	All Agreements or Certifications including Debarment and Suspension, Contracts, Grants and Cooperative Agreements, Title VI Nondiscrimination Policy Statement and Disadvantaged Business Enterprise (DBE) statements should be signed and dated, and included in the final copy of the document.	Included in final draft

FHWA	General Comment	n/a	Tasks that involve consultant participation should provide enough detail (such as project scope, work to be accomplished for each project, anticipated completion dates and project costs) about what the consultant responsibilities are concerning the activities to be undertaken using federal-aid funds. If that is not possible at this time, prior to the MPO's use of PL funds for these types of planning projects or activities, the District should forward a copy of the scope of services, the anticipated cost and completion date to the FHWA for review. It will continue to be the responsibility of the District and MPO to ensure that all activities undertaken as part of these tasks are eligible and are allowable costs.	At this time, it is not possible to provide detailed information on tasks requiring consultant participation. The MPO will provide this detail in the project scopes that are sent to FDOT for approval.
FTA	General Comment	n/a	The transit component of the UPWP is satisfactory to FTA	None
FTA	General Comment	n/a	As shown in the draft Pinellas County MPO UPWP, when 5307 funds will be used for transit planning by a transit agency, the UPWP must reference and contain the 5307 funds and related planning tasks in the approved UPWP (in sufficient detail for FTA to determine the study's relationship to public transit). Ideally, the Project Task Budget should show the total project budget and all amounts of Federal assistance funds, including carryover funds, and local share funds from State and local sources that are allocated to each work element or activity included in the UPWP. However, some MPO's/TPO's include carryover information in a separate summary table. We appreciate this information on carryover/close-out balances in the UPWP.	Noted
FTA	General Comment	n/a	Thank you for the level of detail in your UPWP and your support for transit and related work as evidenced in your UPWP	None
FDOT	Cover		Correct Financial Project Number to: 259397-1-14-16	Corrected
FDOT	Cover		Correct Federal Aid Project Number to 0057(52)	Corrected
FDOT	Planning Priorities	6	May want to include discussion of: Climate Change planning needs and the future of PPC/MPO Board integration with the apportionment of 2 new members.	Language addressing these has been added to pages 4 and 6
FDOT	Public Transportation	10	If you are planning on using 5307 funds for planning, include in Public Transportation write-up.	Language addressing this has been added to page 10
FDOT	Bicycle and Pedestrian Travel	11	1st paragraph, last sentence: expand to include discussion to include <i>Pinellas Trail Loop Plan</i> and the linkage to <i>St. Petersburg City Trails</i> , and the trail networks in Largo and Oldsmar.	Language addressing this has been added to page 11
FDOT	Bicycle and Pedestrian Travel	12	Third and last paragraph: The MPO aggressively secured TAP funding to advance its trail and sidewalk priorities, last sentence: <u>Spell out RSA.</u>	This has been spelled out
FDOT	Regional Coordination	14	TBARTA is the regional transportation authority. Its membership and role should be described in the same detail as the CCC and TMA group.	Language has been added on page 14
FDOT	Regional Coordination	14	For clarity...1 st paragraph, end of 3rd line: after Federal add "urbanized area funding", remove "and state funds".	Clarified
FDOT	Local Government Assistance	20	3rd paragraph, last line: delete "FY 2013/14 and 2014/15" replace with "FY 2014/15 and FY 2015/16"	Reflected in document

FDOT	Budget Allocation Methodology	21	1st paragraph, 1st sentence: add "to the tasks" after funds.	Added
FDOT	Advisory Committees	22	Suggest the 4 th and 5th items - combine in to Bicycle and Pedestrian Advisory Committee (BPAC).	This has been combined
FDOT	Agreements	23	Last bullet on page: Add "TBARTA" before "the MPO"	Added
FDOT	Methodology	25	Item 3: Would be clearer to say, "Travel costs and registration fees related to professional training, seminars, workshops, and conferences."	Clarified
FDOT	Methodology	25	Item 4: FYI - Any planned purchases greater than \$5,000 must be placed in a separate line item.	Noted
FDOT	UPWP Task 1.1	26	item 11: Include estimated completion date of COOP Update. Is this done annually?	This is done annual, language has been modified to reflect this and anticipated completion date
FDOT	End Product	26	For all Item numbers: correct past tense to present future tense	This has been addressed, all end products should reflect a work product
FDOT	UPWP Task 2.1	30	Item 6: Add "MPO" before "website". Add "interactive" before "TIP". Delete "application" and replace with "map"	Language has been adjusted
FDOT	UPWP Task 3.2	34	Add Task 9, to read "9. State of the System Report (est. compl. date)."	Added
FDOT	UPWP Task 3.3 Methodology	35	Task 4: sentence should read "... comply with applicable laws, regulations, and federal and state guidelines as necessary."	Language has been added
FDOT	UPWP Task 3.3 End Product	35	Add item 3. which would read "3. Maintain a reliable system of accounting and tracking for all funds used for transportation planning."	Added
FDOT	UPWP Task 4.1 Congestion Management...	37	Objective: Delete "County's". Add "s" to end of "system". After "system", add "within the MPO Planning Boundary".	Language has been adjusted
FDOT	UPWP Task 4.1: Methodology	37	Item 4: Suggest adding what the tracking chart will track - add "...of CMP/safety studies, assessments, and project implementation."	Added
FDOT	UPWP Task 4.1: Methodology	37	Add Item after 4 that would read "5. Develop performance measures for each CMP project." Adjust item numbers accordingly.	Added
FDOT	UPWP Task 4.1: continued	38	Item 13: delete "performance measures". After "goals", add "annually"	Language has been adjusted
FDOT	UPWP Task 4.1: continued	38	Item 14: After "Identify" add "system-level". After "management strategies" add "and develop project-level performance measures."	Added
FDOT	UPWP Task 4.1: continued	38	Item 15: delete "Attend" replace with "Conduct". Delete "related". After "workshops", add "with county and cities"	Language has been adjusted
FDOT	UPWP Task 4.1: continued	38	Please integrate freight movement plan and strategies into congestion-mitigation planning.	Language has been added to address this
FDOT	UPWP Task 4.1: continued	38	Item 22: after "TDM activities" add " and those managed by TBARTA"	Added
FDOT	UPWP Task 4.1: End Product	38	Item 1: After "projects" add "priorities"	Added

FDOT	UPWP Task 4.1: End Product	38	Item 3: delete "selected" replace with "identified"	Replaced
FDOT	UPWP Task 4.1: End Product	38	Item 6: After "affected jurisdictions" add "by developing partnerships with all local jurisdictions leading to cooperative management and financial support."	Added
FDOT	UPWP Task 4.1: End Product	38	Item 9: After "Completed RSAs" add "when indicated by State of the System report."	Added
FDOT	UPWP Task 4.1: End Product	38	Item 10: Change to read "Assess Freight Mobility Plan" in cooperation with FDOT and TBARTA."	Language has been added to account for comment
FDOT	UPWP Task 4.2: End Product	40	Item 1: add estimated completion date.	Added language to address this
FDOT	UPWP Task 4.2: End Product	40	Item 2: add estimated completion date.	Added
FDOT	UPWP Task 4.2: Continued	41	Task 4.2 budget table: consider column alignment of state/local match; can't tell which fund type match is for.	Adjusted
FDOT	UPWP Task 4.2: Continued... NOTE	41	Revise "Note" to include where the MPOs and all sub-recipients 5307 funded planning tasks are shown in UPWP.	Language has been added to reflect this
FDOT	UPWP Task 4.4 Methodology	44	Item 5: update this item from two separate committees to the merged "Bicycle-Pedestrian Advisory Committee".	Updated
FDOT	UPWP Task 4.4 Methodology	44	Consider including the MPO's coordination with neighboring counties for cross-boundary projects like Coast 2 Coast Trail.	Language added, methodology item 14
FDOT	UPWP Tasks 4.4 Methodology	45	Item 13: This item appears to be written as an END PRODUCT, and item 6 (End Product) reads like Methodology. Need estimated completion dates where appropriate throughout UPWP.	Completion dates have been added to UPWP, where appropriate. Language has been adjusted to reflect task.
FDOT	UPWP Tasks 4.4 END PRODUCT	45	Item 6: change "Updated" to "Update", and add estimated completion date.	Language has been modified
FDOT	UPWP Task 6.1 Long Range Plan & Air Quality	51	Under Objective: MAP-21 is legislation whereas the more meaningful reference should be a statutory reference, e.g. U.S. CFR 450. Where you have used the language "in accordance with" throughout the document would be followed by the applicable statutory reference in most cases.	Language has been modified
FDOT	UPWP Task 6.1 Long Range Plan & Air Quality	51	Under Methodology: Show mention of ETDM screening	Language has been added to reflect this
FDOT	UPWP Task 6.1 END PRODUCT	52	Please review the Methodology and End Product. Several Methodology statements belong in End Products, and a couple End Products belong in Methodology. Item 8: Add "Florida Transportation Plan (FTP)" to the list of plans to be consistent with.	Language has been adjusted in these sections
FDOT	UPWP task 6.1 END PRODUCT	52	Item 13: Add "by year of expenditure" at end of sentence.	Language has been adjusted
FDOT	Summary Budget Table	59	Page number missing.	Reflected in document

FDOT	Agency Participation Spreadsheet	60	Check projected consultant task estimate total, seems low.	These figures are accurate, at this point in time. The MPO plans on making amendments to the proposed consultant funding, as needed.
FDOT	Appendices	63	Add page number	Noted
FDOT	Appendix B	B-1	Not all acronyms used in Tasks are shown in abbreviations list, i.e. "ACPT".	Updated
FDOT	Proposed Funding Spreadsheets	60	Correct PL Fund Allocation to \$866,473	Reflected in document
FDOT	Proposed Funding: 5305	60	Correct 5305 State and Local match to \$50,670	The match has been corrected
FDOT	Proposed Funding	60	Need to add a task 7.3 to show CCC/TBARTA activities. Title it Region Admin support. You would need to show \$5,000 in the PL column - which would account for the \$5,000 TBARTA contribution. Then, in the consultant column you would put the 90,000 that you are anticipating spending for TBARTA Support (open contract balance). You will need to add support pages for task 7.3 as well.	This has been addressed in Task 7.2 with language clearly showing the \$5,000 TBARTA contribution out of the PL funding
FDOT	Proposed Funding	60	correct grand total line to reflect changes above.	This has been addressed, as noted above
FDOT	Introduction	1	Last paragraph, second line: delete "though" and add "through"	Corrected
FDOT	Introduction	1	Last paragraph: add more details on how the public involvement process was used in the development of the UPWP.	Language has been added
FDOT	Planning Priorities	2	There is no mention of the Department's Planning Emphasis Area of Bicycle and Pedestrian Safety.	Language has been added, pages 3 & 6
FDOT	UPWP Task pages	24-57	There is no schedule on the Task sheets - nearly all are described as being "ongoing" tasks, but there are no milestones or benchmarks with dates that they will be achieved by.	Dates have been added, as appropriate
FDOT	Appendix C		Currently all statement/assurances,	All statements/ assurances are up-to-date
FDOT	* FTA Comments were provided by separate memorandum dated April 15, 2014. Please respond as appropriate.			Included in Appendix J
FDOT	* Reviewer Comments and MPO responses must be included in the final UPWP.			Included in Appendix J