

**Fiscal Year 2018/19 through 2019/20 Unified Planning Work Program (UPWP)**

(Updated Draft)

Task #	Task Title	Year 1	Year 2
1.01	General Administration & Program Support	Meeting and member support, Annual Audit, financial management, Office Expense & overhead (75%), Grant Applications, Annual Retreat, <b>Assemble TPO Policy Resource Guide, Update Continuity of Operations Plan, Professional Development/Team Building, Outreach Flyer</b>	Meeting and member support, financial management, Office Expense & overhead (75%) Annual Audit, Grant Applications, Annual Retreat, <b>Update Purchasing Manual, Update Employee Handbook</b>
1.02	Information Technology Systems & Website Support	General IT Support Services & Equipment	
1.03	Public Information	Public Outreach, Community & Business Relations, News Releases, Website & Facebook promotion, Annual PI Summary, Monthly Events Flyer, Annual Report, <b>TRAC Program, Public Participation Plan Update</b>	Public Outreach, Community & Business Relations, News Releases, Website & Facebook promotion, Annual Outreach Summary, Monthly Events Flyer, Annual Report, TRAC Program, <b>Limited English Proficiency /Title VI Update</b>
2.01	Program Development (UPWP)	Management planning activities & deliverables	Management planning activities & deliverables, UPWP Document Update
2.02	Transportation Improvement Program (TIP) Development	Annual TIP Update & amendments, Call for Projects & List of Priority Projects	
2.03	Transportation Data Information Management	Data support for planning activities, Congestion Management-Performance Measures Report, <b>Ped Crash Data Analysis, Congestion Management Plan Update</b>	Data support for planning activities, Congestion Management-Performance Measures Report
2.04	Corridor Studies & Project Support	FDOT corridor studies, project development, Project development assistance, etc.	
2.05	State & Regional Planning and Coordination	Regional List of Priority Projects, MPO Advisory Council & Central Florida MPO Alliance	
2.06	Traffic Operations/Safety Feasibility Studies	Traffic Operations Project Studies (as requested by local governments)	
2.07	Community Transportation Survey	*****	Completed Survey
2.08	General Planning Studies & Initiatives	<b>ITS Funding Agreements &amp; Follow-up, Automated &amp; Connected Vehicle Planning, Planning Studies Review, Flagler County Resiliency Planning (continuation of task)</b>	<b>Complete Streets Ordinance</b>
2.09	2045 Long Range Transportation Plan	<b>Complete all activities needed to develop the 2045 Long Range Plan (public outreach, traffic forecasting, alternatives testing, financial forecasting, project development &amp; cost, etc)</b>	
3.01	Community Safety-Related Program	Annual Events (helmet fittings), Community Safety Team participation, <b>Development of a Safety Awareness Plan, Crash Analysis Follow-up (continuation of current UPWP)</b>	Annual Events (helmet fittings), CTST participation
3.02	Bicycle/Pedestrian Planning & Implementation	<b>PSAP (Count Program)</b>	<b>School Safety Studies (Volusia/Flagler Charter Schools)</b>
3.03	Bicycle/Pedestrian Feasibility Studies	Bicycle, Pedestrian & Trail Project Studies	
4.01	Transit Related Activities & TD	General Transit Planning Support, Transportation Disadvantaged Program Management, General Administration/Office Expense & Overhead (25%)	
4.02	Transit Planning Services-General Consulting	Annual Operating Report, Annual TDSP Update, <b>Votran East Volusia Comprehensive Operations Analysis, Paratransit Service Analysis</b>	Annual Operating Report, Annual TDSP Update

**RIVER TO SEA TPO  
UPWP FY 18/19  
First Year  
Estimated Expenses**

		<b>FY 18/19 Estimated Salary</b>	<b>FY 18/19 Estimated Fringe 40%</b>	<b>FY 18/19 Estimated Personnel</b>	<b>FY 18/19 Estimated Material</b>	<b>FY 18/19 Estimated Consultant</b>	<b>FY 18/19 Estimated Total</b>
<b>1.01</b>	General Administration & Program Support	\$155,141	\$62,056	\$217,198	\$158,158	\$24,000	\$399,356
<b>1.02</b>	Information Technology Systems & Website Support	6,114	2,446	8,560	36,264		44,824
<b>1.03</b>	Public Information	38,010	15,204	53,214	6,750		59,964
<b>2.01</b>	Program Development (UPWP)	24,589	9,836	34,425	0		34,425
<b>2.02</b>	Transportation Improvement Program (TIP) Development	29,467	11,787	41,254	11,850		53,104
<b>2.03</b>	Transportation Data Information Management	35,729	14,292	50,020	0		50,020
<b>2.04</b>	Corridor Studies & Program Support	19,719	7,888	27,607	0		27,607
<b>2.05</b>	State & Regional Planning and Coordination	21,042	8,417	29,459	5,000		34,459
<b>2.06</b>	ITS/Traffic Operations/Safety Projects/Feasibility Studies	10,199	4,080	14,279	0	100,000	114,279
<b>2.07</b>	Community Transportation Survey	471	189	660	0		660
<b>2.08</b>	General Planning Studies & Initiatives	24,290	9,716	34,006	0	82,454	116,460
<b>2.09</b>	2045 Long Range Transportation Plan (LRTP)	41,146	16,459	57,605	0	117,471	175,076
<b>3.01</b>	Community Safety-Related Program	18,753	7,501	26,255	18,000		44,255
<b>3.02</b>	Bicycle/Pedestrian Planning & Implementation	25,071	10,029	35,100	0		35,100
<b>3.03</b>	Bicycle/Pedestrian Project Feasibility Studies	5,378	2,151	7,530	0	100,000	107,530
<b>4.01</b>	Transit Related Activities & TD*	47,429	18,972	46,401	60,753		107,154
<b>4.02</b>	Transit Planning Services-General Consulting	4,470	1,788	6,258	0	45,000	51,258
							0
	<b>Totals</b>	<b>\$507,021</b>	<b>\$202,808</b>	<b>\$689,830</b>	<b>\$296,775</b>	<b>\$468,925</b>	<b>\$1,455,530</b>

\* \$20,000 was moved from salaries to task 4.02 consultant

PL Carryover	\$68,503
PL 18/19	726,193
Deobligation	57,716
FTA 18/19	256,142
TD 18/19	29,505
LRTP SU	117,471
SU 18/19	200,000
	<u>\$1,455,530</u>

**RIVER TO SEA TPO  
UPWP FY 19/20  
Second Year  
Estimated Expenses**

		<b>FY 19/20 Estimated Salary</b>	<b>FY 19/20 Estimated Fringe 40%</b>	<b>FY 19/20 Estimated Personnel</b>	<b>FY 19/20 Estimated Material</b>	<b>FY 19/20 Estimated Consultant</b>	<b>FY 19/20 Estimated Total</b>
<b>1.01</b>	General Administration & Program Support	\$152,081	\$60,832	\$212,913	\$159,022	\$4,000	\$375,935
<b>1.02</b>	Information Technology Systems & Website Support	6,297	2,519	8,816	36,264		45,080
<b>1.03</b>	Public Information	34,453	13,781	48,235	6,750		54,985
<b>2.01</b>	Program Development (UPWP)	32,330	12,932	45,262	0		45,262
<b>2.02</b>	Transportation Improvement Program (TIP) Development	28,191	11,276	39,467	11,850		51,317
<b>2.03</b>	Transportation Data Information Management	39,358	15,743	55,102	0		55,102
<b>2.04</b>	Corridor Studies & Program Support	17,504	7,002	24,505	0		24,505
<b>2.05</b>	State & Regional Planning and Coordination	21,674	8,669	30,343	5,000		35,343
<b>2.06</b>	ITS/Traffic Operations/Safety Projects/Feasibility Studies	10,505	4,202	14,707	0	100,000	114,707
<b>2.07</b>	Community Transportation Survey	8,743	3,497	12,240	0	40,000	52,240
<b>2.08</b>	General Planning Studies & Initiatives	25,018	10,007	35,026	0	10,005	45,031
<b>2.09</b>	2045 Long Range Transportation Plan (LRTP)	43,878	17,551	61,429	0	200,000	261,429
<b>3.01</b>	Community Safety-Related Program	16,402	6,561	22,963	18,000		40,963
<b>3.02</b>	Bicycle/Pedestrian Planning & Implementation	25,824	10,329	36,153	0		36,153
<b>3.03</b>	Bicycle/Pedestrian Project Feasibility Studies	5,540	2,216	7,755	0	100,000	107,755
<b>4.01</b>	Transit Related Activities & TD	50,808	20,323	71,131	61,041		132,171
<b>4.02</b>	Transit Planning Services-General Consulting	3,627	1,451	5,077	0	25,000	30,077
							0
	<b>Totals</b>	<b>\$522,232</b>	<b>\$208,893</b>	<b>\$731,124</b>	<b>\$297,927</b>	<b>\$479,005</b>	<b>\$1,508,056</b>

PL Carryover-	
Place holder	
local funds	\$40,000
PL 19/20	742,409
FTA 19/20	256,142
TD 19/20	29,505
LRTP SU	200,000
SU 19/20	200,000
TPO Local	40,000
	<u>\$1,508,056</u>

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2018-##**

**RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION  
DE-OBLIGATING FUNDS FROM THE FY 2016/2017 AND 2017/18 UNIFIED PLANNING WORK  
PROGRAM (UPWP)**

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**WHEREAS**, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

**WHEREAS**, the River to Sea Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach and portions of Palm Coast and Bunnell, as defined by the Metropolitan Planning Area; and

**WHEREAS**, pursuant to 23 U.S.C. 134, 23 CFR 450, and Florida Statutes 339.175, require the River to Sea TPO and the Florida Department of Transportation to enter into an agreement clearly identifying the responsibilities for cooperatively carrying out the Federal Highway Administration (FHWA) portion of the Metropolitan Planning Process and accomplishing the transportation planning requirements of state and federal law; and

**WHEREAS**, the River to Sea TPO shall endorse and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.324, among which is the Unified Planning Work Program (UPWP); and

**WHEREAS**, the River to Sea TPO desires to have these funds become available for future years in a timely manner.

**NOW, THEREFORE, BE IT RESOLVED**, by the River to Sea TPO that the:

1. River to Sea TPO hereby de-obligates \$57,716.00 in Federal Highway Administration (FHWA) Section 112 funding from year two of the Fiscal Year (FY) 2016/17 to 2017/18 UPWP so that these funds may be used in FY 2018/2019 to support the planning tasks identified in the proposed Unified Planning Work Program (UPWP);

The amendment is more particularly described in Attachment "A" attached hereto and made a part of this resolution.

2. Chairperson of the River to Sea TPO (or his/her designee) is hereby authorized and directed to submit the FY 2016/17 to FY 2017/18 UPWP as amended to the:
  - a. Florida Department of Transportation;
  - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and the
  - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

**DONE AND RESOLVED** at the regular meeting of the River to Sea TPO held on the 28<sup>th</sup> day of February 2018.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

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**VOLUSIA COUNTY COUNCIL VICE CHAIR DEB DENYS  
CHAIRPERSON, RIVER TO SEA TPO**

**CERTIFICATE:**

The undersigned, duly qualified and acting Recording Secretary of the River to Sea TPO, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the River to Sea TPO held on February 28, 2018.

**ATTEST:**

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**DEBBIE STEWART, RECORDING SECRETARY  
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**  
**FY 17/18 UNIFIED PLANNING WORK PROGRAM**  
**PLANNING FUNDS (PL)**  
**DEOBLIGATION OF FUNDS**

<b>UPWP TASK NUMBER</b>	<b>UPWP TASK DESCRIPTION</b>	<b>TOTAL FEDERAL PL FUNDS AUTHORIZED</b>	<b>NEW DEOBLIGATED AMOUNT</b>	<b>AMOUNT OF CHANGE</b>	<b>UPWP TASK NUMBER</b>
<b>1.01</b>	GENERAL ADMINISTRATION & PROGRAM SUPPORT	\$313,844.00	\$285,844.00	(\$28,000.00)	<b>1.01</b>
<b>1.02</b>	INFORMATION TECHNOLOGY SYSTEMS & WEB SUPPORT	35,239.00	30,239.00	(5,000.00)	<b>1.02</b>
<b>1.03</b>	PUBLIC INVOLVEMENT	58,268.00	58,268.00		<b>1.03</b>
<b>2.01</b>	PROGRAM DEVELOPMENT (UPWP)	46,933.00	46,933.00		<b>2.01</b>
<b>2.02</b>	TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DEVELOPMENT	61,521.00	61,521.00		<b>2.02</b>
<b>2.03</b>	TRANSPORTATION DATA INFORMATION MANAGEMENT	38,341.00	38,341.00		<b>2.03</b>
<b>2.04</b>	CORRIDOR STUDIES	2,222.00	2,222.00		<b>2.04</b>
<b>2.05</b>	STATE & REGIONAL PLANNING AND COORDINATION	22,044.00	17,044.00	(5,000.00)	<b>2.05</b>
<b>2.06</b>	ITS/TRAFFIC OPERATIONS/SAFETY PROJECT FEASIBILITY STUDIES	1,984.00	1,984.00		<b>2.06</b>
<b>2.07</b>	COMMUNITY TRANSPORTATION SURVEY	15,964.00	15,964.00		<b>2.07</b>
<b>2.08</b>	GENERAL PLANNING STUDIES AND INITIATIVES	70,136.00	63,136.00	(7,000.00)	<b>2.08</b>
<b>2.09</b>	INTELLIGENT TRANSPORTATION SYSTEMS (ITS) PLANNING	20,447.00	13,447.00	(7,000.00)	<b>2.09</b>
<b>3.01</b>	COMMUNITY SAFETY-RELATED PROGRAM	13,381.00	13,381.00		<b>3.01</b>
<b>3.02</b>	BICYCLE/PEDESTRIAN PLANNING & IMPLEMENTATION	40,692.00	40,692.00		<b>3.02</b>
<b>3.03</b>	BICYCLE/PEDESTRIAN PROJECT FEASIBILITY STUDIES	209.00	209.00		<b>3.03</b>
<b>3.04</b>	PEDESTRIAN SAFETY ACTION PLAN	5,716.00	0.00	(5,716.00)	<b>3.04</b>
<b>3.05</b>	FLAGLER BICYCLE AND PEDESTRIAN SCHOOL SAFETY REVIEW STUDIES	0.00	0.00		<b>3.05</b>
<b>4.01</b>	TRANSIT-RELATED ACTIVITIES AND TD PROGRAM	0.00	0.00		<b>4.01</b>
<b>4.02</b>	TRANSIT PLANNING SERVICES-GENERAL CONSULTING	0.00	0.00		<b>4.02</b>
	<b>TOTALS</b>	<b>\$746,941.00</b>	<b>\$689,225.00</b>	<b>(\$57,716.00)</b>	

## TASK 2.08 - General Planning Studies and Initiatives

Responsible Agency - River to Sea TPO

Total Cost - \$157,184

### PURPOSE

- ♦ Maintain flexibility in program support for area initiatives including the deployment of Intelligent Transportation Systems (ITS) and Advanced Traffic Management Systems (ATMS), coordination of transportation and land use, improving intermodal connectivity and freight mobility, data collection efforts to improve the regional transportation model, and other activities that may be required.
- ♦ Support partners throughout the TPO planning area with resources needed to complete planning efforts.
- ♦ Oversee consultant activity, coordinate with local staff efforts, and provide the necessary technical assistance to support the local governments in utilization of the TPO's general planning consultant (GPC).
- ♦ Resiliency/Vulnerability Adaptation Assessments: Identifying plausible scenarios and their potential ramifications of storm surges/sea level rise to the area's transportation infrastructure and operations.
- ♦ Provide general transportation planning support utilizing TPO staff and consultants as needed to ensure a continuous, coordinated, and cooperative planning program.
- ♦ Monitor and provide support for economic development and tourism related activities throughout the planning area.

### PREVIOUS WORK

- ♦ An update to the Transportation Impact Analysis (TIA) Methodology. Phase I completed in December 2015. Phase II ongoing.
- ♦ Participate in regional discussions and coordination efforts to improve planning tools and support data that guides decision-making.
- ♦ A completed Bicycle/Pedestrian Safety Mobility Study for the SR A1A corridor. Anticipated completion date: June 2016.
- ♦ Conducted the annual TPO Board Retreat with a focus on the impact and role of emerging technologies on transportation.
- ♦ Provided planning technical assistance and financial support relating to bicycle and pedestrian planning and project implementation to small local governments within the TPO's planning area. Recurring as needed.
- ♦ Provided planning and engineering support to small local governments in order to advance their priority projects.
- ♦ Worked with East Central Florida Regional Planning Council (ECFRPC), Volusia and Flagler Counties and FDOT in supporting efforts in sea level rise vulnerability assessment study. Completed June 2016.
- ♦ Completed SR/CR A1A Pedestrian Safety & Mobility Study. Estimated Completion June 2016.

### REQUIRED ACTIVITIES

- ♦ Develop, as needed scopes of work and requests for proposal for transportation planning activities identified.
- ♦ Participate in regional discussions and coordination efforts to improve planning tools and support data that guides decision-making.
- ♦ Utilize the TPO standing committees and working groups to evaluate planning needs and develop scopes of service that address the need.
- ♦ Develop a Transportation Corridor Livability Plan (TCLP) that focuses on short range objectives and measures over a 10 year timeframe.
  - Convene and facilitate "Transportation Corridor" working groups to help identify and describe the challenges and opportunities of the future so that our planning and implementation choices can meet both our short term and long term needs:
  - Help in data collection and analysis to facilitate integrated planning, and to implement and assess projects that forward livability principles.
  - Identify programs that would expand transit access for low-income persons and increase the planning and project development capabilities of local communities.
  - Work to achieve critical environmental justice goals and other environmental goals by targeting development to locations that already have infrastructure and offer transportation choices.
  - Examine the land use implications of air quality standards; and, in cooperation with local agencies identify and recommend policies and actions at the local and individual level that would help the region stay in, "attainment status".
- ♦ Complete activities needed to incorporate sustainability and resiliency into the transportation planning activities of the TPO.
- ♦ [Assess Sea Level Rise Vulnerability for the Flagler County Urbanized Area.](#)

## END PRODUCTS

- ♦ Reports analyses and findings needed for transportation systems improvements. Timeline/anticipated completion date: Ongoing.
- ♦ Transportation Corridor Livability Plan (TCLP) that focuses on short range objectives and measures over a 10 year timeframe. Timeline/anticipated completion date: June 2018.
- ♦ A Sea Level Rise Vulnerability Assessment Report that examines potential sea level rise, erosion and coastal flooding impacts. Timeline/anticipated completion date: September 2016.
- ♦ A report outlining severe weather and system resiliency efforts and implementation strategies in transportation. Timeline/anticipated completion date: August 2017.
- ♦ Improved coordination and documentation of activities supporting economic development and tourism. Ongoing.
- ♦ A report outlining sea level rise vulnerability for the Flagler County Urbanized Area. Timeline/anticipated completion date: June 2019.

### Task 2.08 Summary Task Funding Source

#### Year 1 - FY 2016/17

Responsible Agency	FHWA PL Funds	FHWA SU Funds	FTA 5305(d) Funds	State Match for FTA Funds	Local Match for FTA Funds	TD Funds	Other Funds	Total
R2CTPO	\$53,369	\$0	\$10,800	\$1,350	\$1,350	\$0	\$0	\$66,869
Consultant	\$20,779	\$0	\$0	\$0	\$0	\$0	\$0	\$20,779
<b>Task Total</b>	<b>\$74,148</b>	<b>\$0</b>	<b>\$10,800</b>	<b>\$1,350</b>	<b>\$1,350</b>	<b>\$0</b>	<b>\$0</b>	<b>\$87,648</b>

#### Year 2 - FY 2017/18

Responsible Agency	FHWA PL Funds	FHWA SU Funds	FTA 5305(d) Funds	State Match for FTA Funds	Local Match for FTA Funds	TD Funds	Other Funds	Total
R2CTPO	\$43,136	\$0	\$5,120	\$640	\$640	\$0	\$0	\$49,536
Consultant	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000
<b>Task Total</b>	<b>\$63,136</b>	<b>\$0</b>	<b>\$5,120</b>	<b>\$640</b>	<b>\$640</b>	<b>\$0</b>	<b>\$0</b>	<b>\$69,536</b>

### Task 2.08 Estimated Budget Detail

#### Year 1 - FY 2016/17

Budget Category/Budget Item	FHWA PL Funds	FHWA SU Funds	FTA 5305(d) Funds	State Match - FTA Funds	Local Match - FTA Funds	TD Funds	Other Funds	Total
<b>Personnel Services</b>								
TPO Staff Salaries and Fringe Benefits	\$53,369	\$0	\$10,800	\$1,350	\$1,350	\$0	\$0	\$66,869
<b>Category Subtotal</b>	<b>\$53,369</b>	<b>\$0</b>	<b>\$10,800</b>	<b>\$1,350</b>	<b>\$1,350</b>	<b>\$0</b>	<b>\$0</b>	<b>\$66,869</b>
<b>Consultant Services</b>								
Consultant Services	\$20,779	\$0	\$0	\$0	\$0	\$0	\$0	\$20,779
<b>Category Subtotal</b>	<b>\$20,779</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,779</b>
<b>Task Total</b>	<b>\$74,148</b>	<b>\$0</b>	<b>\$10,800</b>	<b>\$1,350</b>	<b>\$1,350</b>	<b>\$0</b>	<b>\$0</b>	<b>\$87,648</b>



**Year 2 - FY 2017/18**

<b>Budget Category/Budget Item</b>	<b>FHWA PL Funds</b>	<b>FHWA SU Funds</b>	<b>FTA 5305(d) Funds</b>	<b>State Match - FTA Funds</b>	<b>Local Match - FTA Funds</b>	<b>TD Funds</b>	<b>Other Funds</b>	<b>Total</b>
<b>Personnel Services</b>								
TPO Staff Salaries and Fringe Benefits	\$43,136	\$0	\$5,120	\$640	\$640	\$0	\$0	\$49,536
<b>Category Subtotal</b>	<b>\$43,136</b>	<b>\$0</b>	<b>\$5,120</b>	<b>\$640</b>	<b>\$640</b>	<b>\$0</b>	<b>\$0</b>	<b>\$49,536</b>
<b>Consultant Services</b>								
Consultant Services	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000
<b>Category Subtotal</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>
<b>Task Total</b>	<b>\$63,136</b>	<b>\$0</b>	<b>\$5,120</b>	<b>\$640</b>	<b>\$640</b>	<b>\$0</b>	<b>\$0</b>	<b>\$69,536</b>

## RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

### RESOLUTION 2018-##

#### RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION AUTHORIZING THE EXECUTION OF A SUPPLEMENTAL AGREEMENT TO THE METROPOLITAN PLANNING ORGANIZATION (MPO) AGREEMENT FOR THE USE OF TRANSPORTATION PLANNING (PL) AND URBAN ATTRIBUTABLE (SU) FUNDS AND AMENDING THE FY 2016/17 AND FY 2017/18 UNIFIED PLANNING WORK PROGRAM (UPWP) (ATTACHMENT A)

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**WHEREAS**, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the designated urbanized area; and

**WHEREAS**, pursuant to 23 U.S.C. 134, 49 U.S.C. 5303, 23 CFR 450.310, and Florida Statutes 339.175, the River to Sea Transportation Planning Organization is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and a portion of Flagler County as defined by the Metropolitan Planning Area; and

**WHEREAS**, pursuant to 23 U.S.C. 134, 23 CFR 450, and Florida Statutes 339.175, require the River to Sea Transportation Planning Organization and the Florida Department of Transportation to enter into an agreement clearly identifying the responsibilities for cooperatively carrying out the Federal Highway Administration (FHWA) portion of the Metropolitan Planning Process and accomplishing the transportation planning requirements of state and federal law; and

**WHEREAS**, the River to Sea TPO is to be the recipient of metropolitan planning funds (PL Funds) authorized under 23 USC 104(f); and

**WHEREAS**, the River to Sea TPO has the authority to enter into this Agreement and to undertake the responsibilities as described in the attached agreement;

**NOW, THEREFORE, BE IT RESOLVED** by the River to Sea Transportation Planning Organization (TPO) that the Chairperson of the TPO (or his/her designee) is hereby authorized to:

1. execute a supplemental agreement to the Metropolitan Planning Organization (MPO) Agreement for the Use of Transportation Planning (PL) and Urban Attributable (SU) Funds providing for the amendment of the TPO's FY 2016/17 and FY 2017/18 UPWP as more particularly described in Attachment A; and
2. submit copies of this resolution and the executed agreement to:
  - a. Florida Department of Transportation;
  - b. Federal Transit Administration (through the Florida Department of Transportation); and the
  - c. Federal Highway Administration (through the Florida Department of Transportation).

**DONE AND RESOLVED** at the regularly convened meeting of the River to Sea TPO held on the 28<sup>th</sup> day of February, 2018.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

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**VOLUSIA COUNTY COUNCIL VICE CHAIR DEB DENYS  
CHAIRPERSON, RIVER TO SEA TPO**

**CERTIFICATE:**

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on February 28, 2018.

**ATTEST:**

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**DEBBIE STEWART, RECORDING SECRETARY  
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION  
 FY 17/18 UNIFIED PLANNING WORK PROGRAM  
 FEDERAL TRANSIT ADMINISTRATION (FTA)  
 AMENDMENT

UPWP TASK NUMBER	UPWP TASK DESCRIPTION	FEDERAL FTA FUNDS AUTHORIZED	STATE FTA FUNDS AUTHORIZED	LOCAL FUNDS AUTHORIZED	NEW FEDERAL FTA FUNDS AUTHORIZED	NEW STATE FTA FUNDS AUTHORIZED	NEW LOCAL FUNDS AUTHORIZED	FEDERAL AMOUNT OF CHANGE	STATE AMOUNT OF CHANGE	LOCAL AMOUNT OF CHANGE	UPWP TASK NUMBER
4.02	TRANSIT PLANNING SERVICES-GENERAL CONSULTING	23,537.00	2,943.00	2,943.00	33,782.00	4,224.00	4,224.00	10,245.00	1,281.00	1,281.00	4.02
	<b>TOTALS</b>	<b>\$23,537.00</b>	<b>\$2,943.00</b>	<b>\$2,943.00</b>	<b>\$33,782.00</b>	<b>\$4,224.00</b>	<b>\$4,224.00</b>	<b>\$10,245.00</b>	<b>\$1,281.00</b>	<b>\$1,281.00</b>	

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION  
 FY 17/18 UNIFIED PLANNING WORK PROGRAM  
 TRANSPORTATION DISADVANTAGED STATE FUNDS AMENDMENT (TD)  
 AMENDMENT

UPWP TASK NUMBER	PWP TASK DESCRIPTIC	TOTAL STATE TD FUNDS AUTHORIZED	NEW TD AMENDED AMOUNT	AMOUNT OF CHANGE	UPWP TASK NUMBER
4.01	TRANSIT-RELATED ACTIVITIES AND TD PROGRAM	29,505.00	30,501.00	996.00	4.01
	<b>TOTALS</b>	<b>\$29,505.00</b>	<b>\$30,501.00</b>	<b>\$996.00</b>	

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**  
**FY 17/18 UNIFIED PLANNING WORK PROGRAM**  
**PLANNING FUNDS (PL)**  
**AMENDMENT**

<b>UPWP TASK NUMBER</b>	<b>UPWP TASK DESCRIPTION</b>	<b>TOTAL FEDERAL PL FUNDS AUTHORIZED</b>	<b>NEW PL AMENDED AMOUNT</b>	<b>AMOUNT OF CHANGE</b>	<b>UPWP TASK NUMBER</b>
<b>1.01</b>	GENERAL ADMINISTRATION & PROGRAM SUPPORT	\$285,844.00	\$285,844.00		<b>1.01</b>
<b>1.02</b>	INFORMATION TECHNOLOGY SYSTEMS & WEB SUPPORT	30,239.00	30,239.00		<b>1.02</b>
<b>1.03</b>	PUBLIC INVOLVEMENT	58,268.00	58,268.00		<b>1.03</b>
<b>2.01</b>	PROGRAM DEVELOPMENT (UPWP)	46,933.00	46,933.00		<b>2.01</b>
<b>2.02</b>	TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DEVELOPMENT	61,521.00	61,521.00		<b>2.02</b>
<b>2.03</b>	TRANSPORTATION DATA INFORMATION MANAGEMENT	38,341.00	38,341.00		<b>2.03</b>
<b>2.04</b>	CORRIDOR STUDIES	2,222.00	2,222.00		<b>2.04</b>
<b>2.05</b>	STATE & REGIONAL PLANNING AND COORDINATION	17,044.00	17,044.00		<b>2.05</b>
<b>2.06</b>	ITS/TRAFFIC OPERATIONS/SAFETY PROJECT FEASIBILITY STUDIES	1,984.00	1,984.00		<b>2.06</b>
<b>2.07</b>	COMMUNITY TRANSPORTATION SURVEY	15,964.00	10,964.00	(5,000.00)	<b>2.07</b>
<b>2.08</b>	GENERAL PLANNING STUDIES AND INITIATIVES	53,136.00	53,136.00		<b>2.08</b>
<b>2.09</b>	INTELLIGENT TRANSPORTATION SYSTEMS (ITS) PLANNING	13,447.00	13,447.00		<b>2.09</b>
<b>3.01</b>	COMMUNITY SAFETY-RELATED PROGRAM	13,381.00	18,381.00	5,000.00	<b>3.01</b>
<b>3.02</b>	BICYCLE/PEDESTRIAN PLANNING & IMPLEMENTATION	40,692.00	40,692.00		<b>3.02</b>
<b>3.03</b>	BICYCLE/PEDESTRIAN PROJECT FEASIBILITY STUDIES	209.00	209.00		<b>3.03</b>
<b>3.04</b>	PEDESTRIAN SAFETY ACTION PLAN	0.00	0.00		<b>3.04</b>
<b>3.05</b>	FLAGLER BICYCLE AND PEDESTRIAN SCHOOL SAFETY REVIEW STUDIES	0.00	0.00		<b>3.05</b>
<b>4.01</b>	TRANSIT-RELATED ACTIVITIES AND TD PROGRAM	0.00	0.00		<b>4.01</b>
<b>4.02</b>	TRANSIT PLANNING SERVICES-GENERAL CONSULTING	0.00	0.00		<b>4.02</b>
	<b>TOTALS</b>	<b>\$679,225.00</b>	<b>\$679,225.00</b>	<b>\$0.00</b>	

## TASK 2.06 - ITS/Traffic Operations/Safety Project Feasibility Studies

Responsible Agency - River to Sea TPO

Total Cost - \$262,175

### PURPOSE

- Conduct studies to ensure that candidate projects for funding on the R2CTPO's List of Priority Traffic Operations, Safety and Local Initiatives Projects provides an appropriate, constructible and cost-effective solution to a significant traffic operations, mobility, accessibility, and/or safety issue.
- Develop reliable project estimates that fully consider project development requirements and costs.
- Implement a process that quickly advances high priority traffic operations, safety, and local initiatives (traffic operations focused) projects from concept to completion.

### PREVIOUS WORK

- Utilize professional planning and engineering consultants to perform thorough, comprehensive planning-level feasibility studies on candidate projects submitted to the TPO for funding on our List of Priority Traffic Operations, Safety and Local Initiatives Projects.
- Manage consultants in strict accordance with contracts, and ensure that work performed under contract fully satisfies task orders.
- Engage project sponsors and stakeholders in the development of consultant task orders for each planning-level feasibility study to be performed, ensuring that studies will fully address the issues that have been identified and will assess all reasonable alternatives.

### REQUIRED ACTIVITIES

- Utilize professional planning and engineering consultants to perform thorough, comprehensive planning-level feasibility studies on candidate projects submitted to the TPO for funding on our List of Priority Traffic Operations, Safety and Local Initiatives Projects.
- Manage consultants in strict accordance with contracts, and ensure that work performed under contract fully satisfies task orders.
- Engage project sponsors and stakeholders in the development of consultant task orders for each planning-level feasibility study to be performed, ensuring that studies will fully address the issues that have been identified and will assess all reasonable alternatives.

### END PRODUCTS

- Completed planning-level feasibility studies. Timeline/anticipated completion date: Varied completion date for each study.
- Lists of Priority Projects that include high priority, cost-effective traffic operations, safety, and local initiatives (traffic operations focused) projects ready for programming and implementation. Timeline/anticipated completion date: Ongoing.
- An effective process for assessing candidate traffic operations, safety, and local initiatives (traffic operations focused) projects to ensure that they are necessary, cost-effective and appropriately prioritized relative to other candidate projects. Timeline/anticipated completion date: Ongoing.
- [Traffic operations and safety analysis of high crash locations and crash types with clearly identified countermeasures.](#) Timeline: March 2018 - September 2018.

### Task 2.06 Summary Task Funding Source

#### Year 1 - FY 2016/17

Responsible Agency	FHWA	FHWA	FTA	State	Local	Other	Total
	PL Funds	SU Funds	5305(d) Funds	Match for FTA Funds	Match for FTA Funds		
R2CTPO	\$1,304	\$10,000	\$0	\$0	\$0	\$0	\$11,304
Consultant	\$0	\$124,998	\$0	\$0	\$0	\$13,889	\$138,887
<b>Task Total</b>	<b>\$1,304</b>	<b>\$134,998</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,889</b>	<b>\$150,191</b>