



MEETING NOTICE & AGENDA

Please be advised that the Volusia Transportation Planning Organization (TPO) TIP SUBCOMMITTEE will be meeting on:

DATE: Tuesday, November 5, 2013
TIME: 1:00 p.m.
PLACE: Volusia TPO
2570 W. International Speedway Blvd., Suite 100 (Conference Room)
Daytona Beach, Florida 32114-8145

AGENDA

- I. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM/PLEDGE OF ALLEGIANCE
- II. PUBLIC COMMENT/PARTICIPATION *(length of time at the discretion of the chairman)*
- III. ACTION ITEMS
 - A. REVIEW AND RECOMMEND APPROVAL OF THE DRAFT XU TRAFFIC OPERATIONS/ITS/SAFETY PROJECT APPLICATION REQUIREMENTS AND SCORING CRITERIA *(contact Bob Keeth) (Enclosure, pages 3 - 25)*
 - B. REVIEW AND RECOMMEND APPROVAL OF THE DRAFT TRANSPORTATION ALTERNATIVES PROJECT APPLICATION REQUIREMENTS AND SCORING CRITERIA *(contact Bob Keeth) (Enclosure, pages 26 - 41)*
 - C. REVIEW AND RECOMMEND APPROVAL OF LOCAL MATCH REQUIREMENTS FOR XU TRAFFIC OPERATIONS/ITS/SAFETY PROJECTS AND TRANSPORTATION ALTERNATIVES PROJECTS *(contact Bob Keeth) (Enclosure, pages 42 - 44)*
 - D. REVIEW AND RECOMMEND APPROVAL OF FUNDING CAPS FOR XU TRAFFIC OPERATIONS/ITS/SAFETY PROJECTS AND TRANSPORTATION ALTERNATIVES PROJECTS *(contact Bob Keeth) (Enclosure, pages 45 - 48)*
 - E. DISCUSSION OF OTHER MATTERS RELATING TO THE PRIORITY PROJECT PROCESS AND THE ANNUAL CALL FOR PROJECTS *(contact Bob Keeth) (Enclosure, page 49)*
- IV. TPO STAFF COMMENTS
- V. TIP SUBCOMMITTEE MEMBER COMMENTS
- VI. ADJOURNMENT

TIP Subcommittee Members:

Bobby Ball – CAC
Jon Cheney – TCC
Scott Leisen – BPAC

Richard Belhumeur – CAC
Judy Craig – CAC
Colleen Nicoulin – BPAC
Melissa Winsett – BPAC

Gillis Blais – CAC
Tom Harowski – TCC
Ron Paradise – TCC

cc: TCC, CAC, BPAC Members
Claudia Calzaretta, FDOT
Press

Note: Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the Volusia TPO office, 2570 W. International Speedway Blvd., Daytona Beach, Florida 32114-8145, (386) 226-0422, extension 20416 at least five (5) working days prior to the meeting date.

**MEETING SUMMARY
TIP SUBCOMMITTEE
NOVEMBER 5, 2013**

III. ACTION ITEMS

A. REVIEW AND RECOMMEND APPROVAL OF THE DRAFT 2014 XU TRAFFIC OPERATIONS/ITS/SAFETY PROJECT APPLICATION

Background Information:

The current application process for XU Traffic Operations/ITS/Safety Projects is a two-step process. Applicants must first submit an application for feasibility study (unless a feasibility study has already been completed or is not required). For this step, only the first part of the application must be completed (up to, but not including, the review criteria).

After a feasibility study has been completed, the applicant may apply for project implementation. For this second step, the applicant must complete the application in its entirety. In addition, FDOT requires the applicant to complete the FDOT Project Information Application Form which requires much of the same information.

The draft 2014 XU Traffic Operations/ITS/Safety Project application has been revised and restructured as two separate applications, one for feasibility studies and the other for project implementation, to provide clarity and to eliminate redundancies with the FDOT Project Information Application Form.

As proposed, when applying for a feasibility study, applicants will be required to complete only the VTPO's abbreviated Feasibility Study Application Form.

When applying for project implementation, applicants will be required to submit both the VTPO's Project Implementation Application Form and the FDOT's Project Information Application Form. However, the VTPO's form has been revised so as not to require information that is required by FDOT's form.

These draft VTPO applications for feasibility studies and project implementation are included with this agenda.

TPO staff would also like you to carefully consider the project scoring criteria contained in the application and to recommend revisions, if appropriate, to better align them with the TPO's objectives. A copy of Chapter 2 – Vision, Goals, and Objectives from the 2035 Long Range Transportation Plan is included with this agenda.

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF THE DRAFT XU TRAFFIC OPERATIONS/ITS/SAFETY PROJECT APPLICATION



~~2013~~ 2014 Application for Project Prioritization

XU Traffic Operations/ITS/Safety Projects

January ~~2013~~ 2014

General Instructions:

For the ~~2013~~ 2014 Call for Projects, the VTPO is accepting applications for Feasibility Studies and Project Implementation.

The VTPO has two different application forms for XU Traffic Operations/ITS/Safety Projects. One is to be used when applying for a Feasibility Study; the other is to be used when applying for Project Implementation. When applying for Project Implementation, the applicant will also be required to submit a completed copy of FDOT's Project Information Application Form. Applicants must use the attached VTPO XU Traffic Operations/ITS/Safety Project application form whether applying for a Feasibility Study or for Project Implementation.

~~If applying for a Feasibility Study, you will complete only the first part of the application.~~

No project will advance beyond a Feasibility Study unless the VTPO receives an application for prioritization of the Project Implementation phase. Applications for prioritization of the Project Implementation phase will be accepted only if a Feasibility Study has already been completed or if the project does not require a Feasibility Study.

~~When applying for prioritization of the Project Implementation phase, you must complete the entire application. Information that was provided previously in an application for Feasibility Study must be updated to reflect findings and recommendations from the completed Feasibility Study.~~

Applications will be ranked based on the information supplied in the application.

Incomplete applications will not be accepted.

Project Qualification:

Except for certain improvements identified in 23 U.S.C. §133¹, only projects located on Federal-Aid Roads (roads on the National Highway System (NHS) or functionally classified as Urban Collector / Rural Major Collector, or higher) may be funded with Federal XU.

Only applications for Traffic Operations, Intelligent Transportation Systems (ITS) and Safety Projects will be considered. These projects are relatively low-cost enhancements to improve the operational safety and efficiency of the existing traffic circulation system. They are quick responses to implement low-cost improvements. They are typically narrow in scope and focus on improvements to traffic operations and modifications to traffic control devices. The following list of projects is representative of qualifying projects; however, it is not exhaustive:

1. Adding or extending left and/or right turn lanes;
2. improved signage or signalization;
3. targeted traffic enforcement;
4. limitation or prohibition of driveways, turning movements, truck traffic, and on-street parking;
5. modification of median openings;
6. replacement of standard intersections with traffic circles or roundabouts;

¹ These exceptions include: carpool projects, fringe and corridor parking facilities and programs, bicycle transportation and pedestrian walkways, modification of public sidewalks to comply with the Americans with Disabilities Act, highway and transit safety infrastructure improvements and programs, hazard eliminations, projects to mitigate hazards caused by wildlife, and railway-highway grade crossings.

7. traffic incident response plans;
8. realignment of a road;
9. intelligent transportation systems (ITS) such as dynamic message signs and adaptive signal control systems;
10. traffic calming roadway designs or devices; and
11. street lighting to improve traffic safety.

Award Limits:

No more than \$1.5 million in XU funds will be awarded to any single project in any single application cycle, and no more than \$3 million in XU funds will be awarded toward the completion of any single project. Waivers/exceptions may be granted by the VTPO Board.

Local Match Requirement:

VTPO Resolution ~~2011-03~~2013-09 requires a local match of ten percent (10%) of the total amount of XU funds programmed for each project. The match shall be by project phase for each programmed phase including feasibility study. A non-federal cash match is required for a feasibility study. For all other phases, the local match is defined as non-federal cash match and/or in-kind services that advance the project. This resolution also reaffirms the VTPO's policy that the applicant (project originator) shall be responsible for any cost overruns encountered on a project funded with XU funds unless the project is on the state highway system, in which case, the State DOT shall be responsible for any cost overruns.

Electronic and "Hard Copy" Submittal Requirement:

1. Applications and supporting documentation shall be submitted as digital media in Portable Document Format (PDF), compatible with MS Windows and Adobe Acrobat Version 9.5 or earlier.
2. Electronic documents may be submitted through our FTP site, as an attachment to email, on a CD, DVD or USB flash drive.
3. The application and all supporting documentation shall be included in one electronic PDF file.
4. All document pages shall be oriented so that the top of the page is always at the top of the computer monitor.
5. Page size shall be either 8-1/2" by 11" (letter) or 11" by 17" (tabloid).
6. PDF documents produced by scanning paper documents are inherently inferior to those produced directly from an electronic source. Documents which are only available in paper format should be scanned at a resolution which ensures the pages are legible on both a computer screen and a printed page. We recommend scanning at 300 dpi to balance legibility and file size.
7. If you are unable to produce an electronic document as prescribed here, please call us to discuss other options.
8. In addition to the digital submittal, we require one (1) complete paper copy of the application and all supporting documents. This must be identical to the digital submittal.

VTPO staff will provide assistance in completing an application to any member local government that requests it.



2013-2014 Application for Project Prioritization – FEASIBILITY STUDY

XU Traffic Operations/ITS/Safety Projects

Project Title: _____

Applicant (project sponsor): _____ Date: _____

Contact Person: _____ Job Title: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

Governmental entity with maintenance responsibility for roadway facility on which proposed project is located:

[If not the same as Applicant, attach a letter of support for proposed project from the responsible entity. This letter of support must include a statement describing the responsible entity's expectations for maintenance of the proposed improvements, i.e., what the applicant's responsibility will be.]

Is the Applicant LAP certified to administer the proposed project? ☐ Yes ☐ No

If the Applicant is not LAP certified, explain how you intend to comply with the Local Agency Program (LAP) requirements: _____

Priority of this proposed project relative to other applications submitted by the Applicant: _____

Project Description: _____

Project Location (include project length and termini, if appropriate, and attach location map): _____

Project Eligibility for XU Funds (check the appropriate box):

- ☐ the proposed improvement is located on the Federal-aid system;
- ☐ the proposed improvement is **not** located on the Federal-aid system, but qualifies as a type of improvement identified in 23 U.S.C. §133 that is not restricted to the Federal-aid system.

The Applicant is requesting (check only one): ☐ **Feasibility Study** ☐ **Project Implementation**

[If requesting a Feasibility Study, the Applicant will be required to submit a new application for Project Implementation after the Feasibility Study has been completed. If requesting Project Implementation, attach a copy of the completed Feasibility Study, or explain in the space provided below for commentary why a Feasibility Study is not necessary.]

Commentary: _____

Project Purpose and Need Statement:

In the space provided below, describe the Purpose and Need for this proposed project. It is very important that your Purpose and Need statement is clear and complete. It will be the principal consideration in ranking your application for a Feasibility Study. It must convince the public and decision-makers that the expenditure of funds is necessary and worth-

while and that the priority the project is being given relative to other needed transportation projects is warranted. The project Purpose and Need will also help to define the scope for the Feasibility Study, the consideration of alternatives (if appropriate), and ultimate project design.

The Purpose is analogous to the problem. It should focus on particular issues regarding the transportation system (e.g., mobility and/or safety). Other important issues to be addressed by the project such as livability and the environment should be identified as ancillary benefits. The Purpose should be stated in one or two sentences as the positive outcome that is expected. For example, the purpose is to reduce intersection delays or to reduce rear end collisions. It should avoid stating a solution as a purpose such as: "the purpose of the project is to add an exclusive left turn lane". It should be stated broadly enough so that no valid solutions will be dismissed prematurely.

The Need should establish the evidence that the problem exists, or will exist if anticipated conditions are realized. It should support the assertion made in the Purpose statement. For example, if the Purpose statement is based on safety improvements, the Need statement should support the assertion that there is or will be a safety problem to be corrected. When applying for a Feasibility Study, you should support your Need statement with the best available evidence. However, you will not be expected to undertake new studies.

Commentary: _____



2013-2014 Application for Project Prioritization – PROJECT IMPLEMENTATION

XU Traffic Operations/ITS/Safety Projects

Project Title: _____

Applicant (project sponsor): _____

Date: _____

Attach a copy of the completed Feasibility Study, or explain in the space provided below for commentary why a Feasibility Study is not necessary.

Commentary: _____

Attach a completed copy of FDOT's Project Information Application Form.

***** STOP HERE IF YOU ARE APPLYING FOR A FEASIBILITY STUDY. COMPLETE THE FOLLOWING SECTIONS ONLY IF YOU ARE APPLYING FOR PROJECT IMPLEMENTATION. *****

Criteria #1 – Location (5 points max.)

This criterion looks at the classification of the roads that will benefit from a proposed project. This criterion gives more points to projects that provide a benefit on roads that are classified at a higher level. If a project benefits more than one road, the road that has the highest classification will be used to allocate points.

VTPO staff will review the application to determine the classification of the roads benefitting from the proposed project.

Project located on a ...		Points
Non-Federal Functionally Classified Road	Select only one	<input type="checkbox"/> 0
Local Road (Federal Functional Classification)		<input type="checkbox"/> 0
Rural Minor Collector (Federal Functional Classification)		<input type="checkbox"/> 0
Urban Minor Collector Road (Federal Functional Classification)		<input type="checkbox"/> 2
Major Collector Road (Federal Functional Classification)		<input type="checkbox"/> 3
Minor Arterial Road (Federal Functional Classification)		<input type="checkbox"/> 4
Principal Arterial Road (Federal Functional Classification)		<input type="checkbox"/> 5
Subtotal		0 - 5

Commentary: _____

Criteria #2 – Project Readiness (15 points max.)

This criterion looks at the amount of work required to develop the project and get it ready for construction. The closer a project is to the construction phase, the more points it is eligible for.

Check the appropriate boxes to indicate which phases of work have already been completed or will not be required. For each phase that will not be required, explain why in the space provided for commentary. Include with this application a copy of any relevant studies, warrants, designs, and/or permits. If this is an application for Project Implementation, you must attach a copy of the project scope and cost estimate.

Phasing Already Completed or Not Required ¹		Completed	Not Re-quired	Required But Not Completed (no points)	Unknown or TBD (no points)	Points
Feasibility Study/Conceptual Design/Cost Estimate	Check only one in each row	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
PE (Design)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
Environmental		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
Right-of-Way Acquisition		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
Permitting		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
Subtotal						0 - 15

¹ Since XU funding is Federal funding, all activities or work, including that which is done in advance of applying for Federal funds, must comply with all applicable Federal statutes, rules and regulations.

Commentary: _____

Criteria #3 – Mobility and Operational Benefits (30 points max.)

This criterion looks at the extent of traffic operational benefits that will be derived from a proposed project. The number of points allocated will reflect the degree of benefit that is expected.

In the space provided below for commentary, describe the operational benefits of the proposed project. When putting your application together please include a copy of any approved signal warrant or street lighting studies.

Mobility and Operational Benefits				Points
Existing volume to capacity ratio (i.e., existing congestion severity) [Must be documented.]	Select only one	< 0.75	<input type="checkbox"/>	0
		0.75 to 0.99	<input type="checkbox"/>	3
		1.00 to 1.25	<input type="checkbox"/>	4
		>1.25	<input type="checkbox"/>	5
Mobility Enhancements (i.e., level of increased mobility that a project will provide)	Select all that apply	None	<input type="checkbox"/>	0
		Bike, Pedestrian, ADA or Transit	<input type="checkbox"/>	0 - 5
		Access Management, ITS, Critical Bridge, Intersection Improvement, or Traffic Signal Retiming ²	<input type="checkbox"/>	0 - 10
Approved signal warrant (new signals only), left turn phase warrant, left turn lane warrant, street light warrant or widening justification ³ , access management or ITS improvements ⁴	Select only one	No	<input type="checkbox"/>	0
		Yes	<input type="checkbox"/>	0 - 5
Hurricane evacuation route upgrade including, but not limited to, converting traffic signal to mast arm or other operational improvements. ⁵	Select only one	No	<input type="checkbox"/>	0
		Yes	<input type="checkbox"/>	0 - 5
Subtotal				0 - 30

² Attach Traffic Signal Timing Study.

³ Attach Warrant Study to application; otherwise VTPO staff will assume that a Warrant Study justifying the improvement has not been completed.

⁴ Access management and ITS improvements include, but are not limited to, addition of non-traversable median greater than 50% project length, addition of curb/gutter at intersection or greater than 50% project length, closure of minor intersections or crossovers, reduction of the number of access points (driveways or driveway widths), elimination of existing at-grade RR crossing, elimination of existing on-street parking, provision of traffic signal preemption for emergency vehicles, connection of three or more traffic signals, and new connection of traffic signal system to computerized signal control.

⁵ The term “other operational improvements” includes any improvement that will likely result in a significant: a) increase in evacuating traffic capacity or b) reduction in the probable occurrence or severity of evacuating traffic delay and/or disruption from signal failure, lane blockage, etc.

Commentary: _____

Criteria #4 – Safety Benefits (20 points max.)

This criterion looks at the degree of safety benefits that will be derived from a proposed project. The distinction between the categories of benefits will be coordinated with the Community Traffic Safety Teams (CTST). The number of points allocated will reflect the degree of benefit that is expected.

In the space provided below for commentary, describe the safety benefits expected from the proposed project, and explain how the proposed project will help to achieve those benefits. VTPO staff will work with the appropriate agencies to determine the intersection and corridor crash rates.

Safety Benefits ⁶			Points
The specific project location is on FDOT’s High Crash List or has otherwise been identified as having an overrepresentation of severe crashes? (Provide supporting documentation (e.g., intersection crashes per million entering vehicles ⁷ , corridor crashes per million vehicle miles ⁷ , Community Traffic Safety Team report, etc.)	Select all that apply	<input type="checkbox"/>	0 – 5
The “problem” described on page 1 of this application is a safety issue that falls within one or more of the eight Emphasis Areas identified in the [forthcoming] 2012 Florida Strategic Highway Safety Plan (i.e., distracted driving, vulnerable road users, intersection crashes, lane departure crashes, aging road users and teen drivers, impaired driving, and traffic records) or does contribute to the ability of emergency response vehicles to effectively respond to an incident.		<input type="checkbox"/>	0 – 5
The proposed project represents a strategy that is professionally recognized as being effective in reducing the frequency and/or severity of traffic accidents.		<input type="checkbox"/>	0 – 10
Subtotal			0 – 20

⁶ If an application scores very high in this criterion, the VTPO may submit application to either the East or West Volusia Community Traffic Safety Team (CTST) for Safety Fund consideration.

⁷ Applicant must use the following crash rate calculation formulas: Corridor Crash Rate = (Number of Crashes x 1,000,000) / (AADT x 365 days/year x Number Years x Segment Length); Intersection Crash Rate = (Number of Crashes x 1,000,000) / (AADT x 365 x Number of Years).

Commentary: _____

Criteria #5 – Support of Comprehensive Planning Goals and Economic Vitality (10 points max.)

This criterion looks at the degree to which the proposed project will actually contribute to the achievement of one or more of the local government’s adopted comprehensive plan goals or objectives, and the degree to which it supports economic vitality. The applicant must identify specific goals and/or objectives from the relevant comprehensive plan and provide a rational explanation of how the proposed project will advance those goals and or objectives. Points will not be awarded for being merely consistent with the comprehensive plan. Points should be awarded in proportion to how well the project will show direct, significant and continuing positive influence. Temporary effects related to project construction, such as the employment of construction workers, will not be considered.

Support of Comprehensive Planning Goals and Economic Vitality			Points
Directly contributes to the achievement of one or more goals/objectives in the adopted comprehensive plan	Select all that apply	<input type="checkbox"/>	0 - 5
Directly supports economic vitality (e.g., supports community development in major development areas, supports business functionality, and/or supports creation or retention of employment opportunities)		<input type="checkbox"/>	0 - 5
Subtotal			0 - 10

Commentary: _____

Criteria #6 – Infrastructure Impacts (20 points max.)

This criterion looks at impacts to adjoining public or private infrastructure, which may be in the way of the project. The less existing infrastructure is impacted the more points a project will score.

In the space provided below for commentary, describe the infrastructure impacts that will occur as a result of constructing the proposed project. When completing your application, please consider the drainage issues that may be involved (see notes below for a more detailed explanation).

Infrastructure Impacts			Points
Major Drainage Impact – relocating or installing new curb inlets or other extensive drainage work is required, or drainage impact has not yet been determined ⁸	Select only one	<input type="checkbox"/>	0
Minor Drainage Impact – extending pipes, reconfiguring swales or other minor work is required		<input type="checkbox"/>	0 - 2
No Drainage Impact – no drainage work required		<input type="checkbox"/>	0 - 4
Relocation of private gas utility or fiber optic communication cable is not required ⁹	Select all that apply	<input type="checkbox"/>	0 - 4
Relocation of public/private water or sewer utility is not required ⁹		<input type="checkbox"/>	0 - 4
Relocation of telephone, power, cable TV utilities is not required ¹⁰		<input type="checkbox"/>	0 - 4
No specimen or historic trees ≥ 18” diameter will be removed or destroyed		<input type="checkbox"/>	0 - 4
Subtotal			0 - 20

⁸ ADA pedestrian crossings at intersections may impact drainage significantly. Attached Traffic Study should address drainage impacts.

⁹ Typically, these are underground utilities that can only be determined by a complete set of plans. Attach plans showing no impacts; otherwise, assumption is in urban area utilities will be affected.

¹⁰ Typically, above ground utilities are not affected except for widening and turn lane projects.

Commentary: _____

THIS FORM SHALL BE SUBMITTED FOR ALL PROJECTS
NOT CURRENTLY IN THE FDOT WORK PROGRAM.



FDOT PROJECT INFORMATION APPLICATION FORM

DATE: _____

APPLICANT: _____

FDOT LIAISON: _____

MPO/TPO Project Priority Number: _____

1. Contact Person:

Name: _____

Title: _____

Address: _____

Phone Number: _____

E-Mail Address: _____

2. Project Information:

Roadway ID: (SR, CR, Etc.): _____

From: _____

To: _____

County: _____

Project Length (Miles): _____

3. Phase(s) Being Requested ☐ Study ☐ PD & E ☐ Design
☐ Right-of-Way ☐ Construction ☐ etc. _____

The below documents must be attached to the application to move forward in the process:

- A map showing location of the area of interest. Label important features, roadways, or additional description to help FDOT identify the location and understand the nature of the project.
- Cost Estimate (with backup documentation, see "Exhibit A" to fill out correct Phase)
- Scope of work. (Please see "Exhibit A" to fill out correct Phase)
- Proposed preliminary project schedule. (Please see "Exhibit A" to fill out correct Phase)
- If construction phase is being requested, provide Right of Way Certification documents.

4. Project Description: (Use additional sheets if necessary)

- (a) What type of project is being proposed? e.g., Road Capacity, ITS, Traffic Operations, Safety, Pedestrian, Bicycle, Streetscape, Aviation, Transit, Port, Bridge, Resurfacing (Describe in detail).
- (b) Please state the purpose and need for this project.
- (c) What data from the statement above was obtained and/or used to support this analysis?
Note: If a study was done, then please provide a copy of the study. If no study was done, please provide documentation to support the need of the project and that the proposed improvements will address the issue.
- (d) Is this project within 5 miles of a Public Airport? If yes, which one(s)?
- (e) Is this project on a SIS connector or adjacent to a SIS hub? If yes, which one(s)?
- (f) Is this project on a transit route? If yes, which one(s)?
- (g) Is this project within the Federal Aid system? ☐ Yes ☐ No

(If yes, FDOT staff needs to verify and check here: ☐)

5. Consistency with Local and MPO Plans

- (a) Is this project consistent with the Local Government Comprehensive Plan? If so, please attach a copy of the page in the Comprehensive Plan. If not, please state when an amendment will be processed to include the project in the Plan.
- (b) Is the project in an MPO/TPO Cost Feasible component of the Long Range Transportation Plan (LRTP)? If so, please attach a copy of the page in the LRTP. If not, please state when an amendment will be done to include the project in the LRTP.

6. Indicate below if the following work has been completed on the project and who performed (or will perform) the work. Please do not leave any areas blank on the table below.

Work Type	Has The Following Phase Been Completed? (Yes / No / N/A)	Who Performed or Will Perform The Work? (Responsible Agency or N/A) (Note: If a LAP please fill out the appropriate exhibit for the requested phase)
Planning Development (Corridor or Feasibility Study)		
Project Development and Environmental Study (PD&E)		
Design		
Right of Way		
Construction		
Other		

7. **Other Information: (Use additional sheets, if necessary)**

- (a) 1. If it is proposed that the project be administered by a governmental entity other than FDOT, does this entity have the fiscal, managerial, environmental and engineering capabilities to manage the project consistent with federal and state requirements and has been certified by FDOT to perform the work under the Local Agency Program (LAP) process?

2. If this is a non-State Road project, please specify whose Design Criteria (FDOT or Local Government) the project will conform to.

- (b) Can public or private support of the project be demonstrated? (Examples include: written endorsement, resolution, financial donations or other appropriate means). Please provide documentation.

- (c) If this is a non-state road, bridge, bicycle or pedestrian path to be located outside of State Right-of-Way, indicate whether sufficient right-of-way for the project is currently owned by the local government entity. Please specify the limits of available Right of Way. Provide right-of-way maps or maintenance maps if right-of-way maps are not available.

8. Provide an estimate of the total cost of the project phase(s) requested and indicate the source of the estimate. Identify the proposed funding source. **Attach supporting documents that supports these estimates (how was estimate arrived).**

WORK TYPE	FUNDING (\$)				
	FEDERAL	STATE	LOCAL	OTHER	TOTAL
Planning Development (Corridor or Feasibility Study)					
Project Development and Environment Study (PD&E)					
Design					
Right-of-way Acquisition					
Construction					
Other					

EXHIBIT “A”

Preliminary Scope & Study Schedule - Phase 18 (Planning)

FPN (If Known): **FAN:**

Name of Project:

Local Agency Contact (Project Manager):

Phone: **Email Address:**

Project Scope/Description, Termini, Project Length:

Procurement Method:

☐ Advertisement

Fee Estimate: \$ (include backup documentation)

Tentative Schedule (MMDDYY):

FDOT issues NTP for Study: _____

Advertise/Award/NTP for Study Services: _____

Begin Study: _____

Final Submittal: _____

Final Invoice: _____

Date Agreement needed: _____

Board Date: _____

EXHIBIT “A”

Preliminary Scope & Study Schedule - Phase 28 (PD&E)

FPN (If Known):

FAN: TBD

Name of Project:

Local Agency Contact (Project Manager):

Phone:

Email Address:

Project Scope/Description, Termini, Project Length:

Procurement Method:

☐ Advertisement

Fee Estimate:

\$

(Include backup documentation)

Tentative Schedule (MMDDYY):

FDOT issues NTP for Study: _____

Advertise/Award/NTP for Study Services: _____

Begin Study: _____

Final Submittal: _____

Final Invoice: _____

Date Agreement needed: _____

Board Date: _____

EXHIBIT "A"

Preliminary Scope & Design Schedule - Phase 38 (Design)

FPN (If Known):

FAN: TBD

Name of Project:

Local Agency Contact (Project Manager):

Phone:

Email Address:

Project Scope/Description, Termini, Project Length:

Design Procurement Method:

☐

In-House Design

☐

Advertisement

Design Fee Estimate:

\$

(Include backup documentation)

Tentative Design Schedule (MMDDYY):

FDOT issues NTP for Design: _____

Advertise/Award/NTP for Design Services: _____

Begin Design: _____

60% Plans Submittal (including Reviews): _____

90% Plans Submittal (including Reviews): _____

Final Plans Submittal: _____

Final Invoice: _____

Date Agreement needed: _____

Board Date: _____

Construction Funded: ☐ Yes ☐ No **Fiscal Year:** _____

EXHIBIT "A"

Scope & Construction Schedule - Phase 58 (Construction)

FPN (If Known): **FAN:**

Name of Project:

Project Manager: **Phone:**

Email Address:

Project Scope/Description, Termini, Project Length:

CEI Procurement Method:

- ☐ In-House (Attach staff qualifications and experience)
☐ Advertisement

CEI Estimate (LAP Projects Only) \$ (Attach supporting man-hours and rates)

Const Estimate (LAP Projects Only) \$ (Attach engineer's estimate)

Tentative Construction Schedule (MMDDYY):

Ad Date: _____

Bid Opening Date: _____

Award Date: _____

Executed Contract Date: _____

Pre Construction Date: _____

NTP to Contractor Date: _____

Construction Duration: _____

Completion Date: _____

Final Acceptance Date: _____

Date Agreement needed: _____

Board Date: _____

Chapter 2 Vision, Goals, and Objectives

Transportation has a significant impact on the daily lives of area residents and businesses alike. The functioning of our transportation system affects our economy and commercial interests, our environment, and our quality of life. With this in mind, the long-range transportation plan (LRTP) should reflect the values of the residents and the projects and programs identified should address the concerns most prevalent in the planning area. The vision statement, goals, and objectives identified in the LRTP provide guidance for the planning process and define the means by which specific projects will be assessed.

What are Goals and Objectives?

A goal is derived from societal values and is intended to state an aspirational end result or achievement. An objective is derived from a goal and is intended to be more specific. Objectives identify short-term, measurable steps within a designated period of time and help us move towards achieving the long-term goals we have identified.

"We do make a difference – one way or the other. We are responsible for the impact of our lives. Whatever we do with whatever we have, we leave behind us a legacy for those who follow."

Stephen Covey

For example, "emphasize the preservation of the existing transportation system" may be a *societal value*. From this value, a *goal*—"The LRTP will protect the public investment in transportation facilities"—can be derived. The *objective*—"The LRTP will support FDOT and local governments in the adoption of access management standards"—is more specific and measurable. In this case, the *criterion* to be used to evaluate achievement could be "the number of center-line miles of roadway subject to access management" or "the number of municipalities in the study area that implement access management standards." In addition to this, a *standard* could be set: for example, "median openings allowing left turns onto four-lane divided roadways should not be closer than one mile."

Goals and objectives should be clear and understandable to everyone involved: policymakers, transportation professionals, and citizens. They should be developed independently and goals should not be mode-specific. The Volusia Transportation Planning Organization (TPO) adopted the following vision, and goals to guide the development of the *2035 Long Range Transportation Plan*.

Vision Statement for the 2035 LRTP

Our transportation system will provide a safe and accessible range of options that enhances existing urban areas while providing mobility in a fiscally responsible, energy efficient, and environmentally compatible manner. This integrated system will support economic development, allowing for the effective movement of people, goods, and services necessary to maintain and enhance our quality of life.

Goals and Objectives for the 2035 LRTP

The goals established for the *Volusia TPO 2035 Long Range Transportation Plan*, along with the objectives established to measure success include:

Goal 1: Ensure that our transportation network considers the mobility needs of all user groups equally and is developed and managed in ways that foster safety and security.

Objective 1.1 – The Volusia TPO 2035 LRTP will reflect a comprehensive system of transportation improvements that considers the demographics, socioeconomic status, and environmental interests of our community.

Objective 1.2 – The LRTP seeks to develop a transportation system that supports all members of the community including seniors, persons with disabilities, youth, and the economically disadvantaged.

Objective 1.3 – The Volusia TPO will allocate planning funds for studies to evaluate and promote the successful implementation of safe, alternative transportation including transit-oriented development (TOD), multi-modal feasibility studies, safety studies, bicycle and pedestrian master planning, etc.

Objective 1.4 – The evaluation of projects to be considered for inclusion in the 2035 LRTP and the annual prioritization of projects will utilize safety measures as part of the criteria so that projects that minimize crash frequency and severity are given priority.

Objective 1.5 – A comprehensive public involvement strategy will be used to ensure the plan considers the needs and desires of a broad range of citizens.

Objective 1.6 – The evaluation of projects to be considered for inclusion in the 2035 LRTP and the annual prioritization of projects will include an environmental justice assessment as part of the criteria.

Goal 2: Develop transportation systems that contribute to the economic vitality of the region and ensure that they are designed, located, and constructed in an environmentally sustainable manner.

Objective 2.1 – Consideration shall be given to transportation improvements that support the economic aspirations of the TPO planning area.

Objective 2.2 – The Volusia TPO will place an emphasis on sustainable transportation system improvements following the six livability principles identified by the Department of Housing and Urban Development (HUD), USDOT and the Environmental Protection Agency (EPA) and will seek alternative solutions for projects that appear to have a detrimental impact on the natural environment.

Objective 2.3 – The Volusia TPO will consider the environmental benefits of decisions such as the reduction of greenhouse gas emissions, responsible storm water management, and eliminating impacts to protected species.

Objective 2.4 – The transportation network will consider improvements that support the safe, appropriate, and efficient movement of freight via highway, airport, and rail systems.

Goal 3: Consider the timing and location of transportation improvements to preserve and enhance existing urban areas and to recognize the development of our future.

Objective 3.1 – Each component of the transportation network shall be planned and designed in coordination with other components, as well as with regards to the surrounding community to enhance existing urban areas and to promote convenience and efficiency.

Objective 3.2 – The Volusia TPO will develop a LRTP that is consistent with local government comprehensive plans to the maximum extent feasible.

Objective 3.3 – Projects considered for the LRTP will be evaluated based on existing and planned development to ensure support of economic development plans and initiatives.

Objective 3.4 – The LRTP shall include projects that compliment future development activities which minimize travel times and trip distances.

Objective 3.5 – The LRTP will give priority to projects that support and promote Transit-Oriented Development and Smart Growth principals and will identify these elements in the criteria ranking for bicycle and pedestrian projects.

Goal 4: Develop an efficient transportation system that promotes a wide range of transportation options and integrates these options cohesively with the surrounding community.

Objective 4.1 – Priority shall be given to intermodal facilities and transportation projects that provide improved connectivity between modes, serve more than one mode of transportation, or that facilitate the transfer from one mode to another.

Objective 4.2 – Transportation projects shall be evaluated on their ability to support mode choice and not simply on relieving traffic congestion.

Objective 4.3 – The LRTP shall recognize and respond to anticipated changes in land use planning by developing a public transit element to support greater development densities.

Objective 4.4 – The Volusia TPO will recognize and prioritize projects that appropriately support Transit-Oriented Development, Transportation Concurrency Exception Areas (TCEA), and other efforts to create sustainable communities.

Goal 5: Develop a transportation system that most effectively utilizes the financial resources available and improves the quality of life for residents.

Objective 5.1 – Congestion management strategies such as Transportation System Management (TSM), Transportation Demand Management (TDM), and Intelligent Transportation System (ITS) improvements will be used to create efficiencies in the existing infrastructure.

Objective 5.2 – The Volusia TPO will utilize the Efficient Transportation Decision Making (ETDM) process to screen all required projects being considered for inclusion in the LRTP.

Objective 5.3 – The Volusia TPO will provide early and ongoing opportunities for the public to learn about long-range planning efforts and to provide meaningful input to the plans developed for their community.

Objective 5.4 – The LRTP will consider community and cultural impacts of all projects and seek to develop projects that minimize negative impacts.

Objective 5.5 – Where possible, the Volusia TPO will consider all reasonable funding sources, including private and public resources, as well as new and innovative funding options that may be available to support future transportation system development across modes.

After completing the public outreach and prior to placing the draft plan out for public review, the Volusia TPO Board and each of the advisory committees reviewed the vision and goals once again to ensure they reflected the public sentiment and to ensure the draft transportation plan was consistent with local government comprehensive plans.



Six Livability Principles

On June 16, 2009, U.S. Secretary of Transportation Ray LaHood, U.S. Secretary of Housing and Urban Development Shaun Donovan, and U.S. Environmental Protection Agency Administrator Lisa P. Jackson announced an interagency Partnership for Sustainable Communities to help improve access to affordable housing, provide more transportation options, and lower transportation costs while protecting the environment in communities nationwide. In that announcement, Secretary LaHood said, “Creating livable communities will result in improved quality of life for all Americans and create a more efficient and more accessible transportation network that serves the needs of individual communities. Fostering the concept of livability in transportation projects and programs will help America’s neighborhoods become safer, healthier, and more vibrant.”

The Partnership for Sustainable Communities established six livability principles that will act as a foundation for interagency coordination:

- 1. Provide more transportation choices.** Develop safe, reliable, and economical transportation choices to decrease household transportation costs, reduce our nation’s dependence on foreign oil, improve air quality, reduce greenhouse gas emissions, and promote public health.
- 2. Promote equitable, affordable housing.** Expand location- and energy-efficient housing choices for people of all ages, incomes, races, and ethnicities to increase mobility and lower the combined cost of housing and transportation.
- 3. Enhance economic competitiveness.** Improve economic competitiveness through reliable and timely access to employment centers, educational opportunities, services, and other basic needs of workers, as well as expanded business access to markets.
- 4. Support existing communities.** Target federal funding toward existing communities – through such strategies as transit-oriented, mixed-use development and land recycling – to increase community revitalization, improve the efficiency of public works investments, and safeguard rural landscapes.
- 5. Coordinate policies and leverage investment.** Align federal policies and funding to remove barriers to collaboration, leverage funding, and increase the accountability and effectiveness of all levels of government to plan for future growth, including making smart energy choices such as locally generated renewable energy.
- 6. Value communities and neighborhoods.** Enhance the unique characteristics of all communities by investing in healthy, safe, and walkable neighborhoods – rural, urban, or suburban.

These locally developed goals and objectives and the *Volusia TPO 2035 Long Range Transportation Plan* support the livability principles established for creating sustainable communities.

SAFETEA-LU Planning Factors

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) outlined a set of planning factors that are intended to be considered during the development of a long-range transportation plan. The Volusia TPO's 2035 LRTP has incorporated the SAFETEA-LU planning factors into the goals established for the plan as well as in various activities and sections of the final report.

SAFETEA-LU Planning Factors	LRTP References
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency	Goals 2, 4 and Ch.'s 6 Transportation Program Options and 8 The 2035 Long Range Transportation Plan
2. Increase the safety of the transportation system for motorized and non-motorized users	Goal 1 and Ch.'s 6 Transportation Program Options and 7 Project Development and Screening Programs
3. Increase the security of the transportation system for motorized and non-motorized users	Goal 1 and Ch.'s 6 Transportation Program Options and 7 Project Development and Screening Programs
4. Increase the accessibility and mobility of people and freight	Goal 1, 2 and Ch.'s 6 Transportation Program Options and 8 The 2035 Long Range Transportation Plan
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	Goal 1, 2, 3, 4, 5 and Ch.'s 3 Data Analysis: Land Use and Network Modeling, 6 Transportation Program Options and 8 The 2035 Long Range Transportation Plan
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight	Goal 1, 2 and Ch.'s 3 Data Analysis: Land Use and Network Modeling, 6 Transportation Program Options and 8 The 2035 Long Range Transportation Plan
7. Promote efficient system management and operation	Goal 3 and Ch.'s 6 Transportation Program Options and 7 Project Development and Screening Programs
8. Emphasize the preservation of the existing transportation system	Goal 3, 4, 5 and Ch.'s 3 Data Analysis: Land Use and Network Modeling, 6 Transportation Program Options and 8 The 2035 Long Range Transportation Plan

**MEETING SUMMARY
TIP SUBCOMMITTEE
NOVEMBER 5, 2013**

III. ACTION ITEMS

B. REVIEW AND RECOMMEND APPROVAL OF THE DRAFT 2014 TRANSPORTATION ALTERNATIVES PROJECT APPLICATION

Background Information:

The draft 2014 Transportation Alternatives Project (TAP) Application has been revised to clarify and streamline the application process and to eliminate redundancies with the FDOT Project Information Application Form. The 2014 Volusia TPO Call for Projects will require applicants to complete both documents which are provided with this agenda packet for your review.

TPO staff would also like you to carefully consider the project scoring criteria contained in the application and to recommend revisions, if appropriate, to better align them with the TPO's objectives. A copy of Chapter 2 – Vision, Goals, and Objectives from the 2035 Long Range Transportation Plan is included with this agenda.

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF THE DRAFT TRANSPORTATION ALTERNATIVES PROJECT APPLICATION

Transportation Alternatives Projects

OVERVIEW:

This is not a grant program. Applicants should expect to pay for the work and be reimbursed from their award. Items eligible for reimbursement include, project planning and feasibility studies, environmental analysis or preliminary design, preliminary engineering, land acquisition, and construction costs.

Eligible Project Sponsors

Transportation Alternatives funds can only be obligated for projects submitted by “eligible entities” defined in 23 U.S.C. 213(c)(4)(B) as follows:

- local governments;
- regional transportation authorities;
- transit agencies;
- natural resource or public land agencies;
- school districts, local education agencies, or schools;
- tribal governments; and
- any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails (other than a metropolitan planning organization or a State agency) that the State determines to be eligible.

The following are the only activities related to surface transportation that can be funded with **Transportation Alternatives funds**¹:

1. Transportation Alternatives as defined in 23 U.S.C. 101(a)(29) (MAP-21 1103):
 - a) Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).
 - b) Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
 - c) Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
2. The recreational trails program under section 206 of title 23.
3. The safe routes to school program under section 1404 of the SAFETEA-LU.

¹ It is the Volusia TPO's intent to extend eligibility to all of the activities included within the meaning of the term “Transportation Alternatives” pursuant to 23 U.S.C. 101(a)(29) except the following:

1. Construction of turnouts, overlooks, and viewing areas;
2. Community improvement activities, including –
 - a. inventory, control, or removal of outdoor advertising;
 - b. historic preservation and rehabilitation of historic transportation facilities;
 - c. vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - d. archaeological activities related to impacts from implementation of a transportation project eligible under title 23;
3. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to –
 - a. address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 133(b)(11), 328(a), and 329 of title 23; or
 - b. reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats
4. Safe Routes to School coordinator
5. Planning, designing, or construction boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

- a) Infrastructure-related projects. Planning, design and construction of infrastructure-related projects on any public road or any bicycle or pedestrian pathway or trail in the vicinity of schools that will substantially improve the ability of students to walk and bicycle to school, including sidewalk improvements, traffic calming and speed reduction improvements, pedestrian and bicycle crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, secure bicycle parking facilities, and traffic diversion improvements in the vicinity of schools.
- b) Non-infrastructure-related activities to encourage walking and bicycling to school, including public awareness campaigns and outreach to press and community leaders, traffic education and enforcement in the vicinity of schools, student sessions on bicycle and pedestrian safety, health, and environment, and funding for training, volunteers, and managers of safe routes to school programs.

All construction and pre-construction work phases will be administered by the Florida Department of Transportation (FDOT) or other Local Agency Program (LAP) certified local government. Reimbursements are distributed only to a LAP certified agency responsible for completing the tasks. FDOT assigns a LAP Design and LAP Construction Liaison for each project. Federal law requires that each project be administered under the rules and procedures governing federally funded transportation projects. Certified Local Agencies comply with all applicable Federal statutes, rules and regulations.

FDOT WEB site reference: <http://www.dot.state.fl.us/projectmanagementoffice/lap>

No more than \$500,000 in Transportation Alternatives (TAP) funds will be awarded to any single project in any single application cycle. *Waivers/exceptions may be granted by the VTPO Board.*

A twenty percent (20%) local match is required for funding of TAP projects. Projects whose sponsors are willing and able to provide a local match greater than 20% will be awarded additional points.

All projects must be consistent with local comprehensive plans, including future land use and transportation elements, required under Chapter 163, Florida Statutes. Transportation Alternatives dollars are to be allocated with the caveat that all projects meet Americans with Disabilities Act (ADA) standards.

GENERAL REQUIREMENTS

1. Each application shall include the following information:

a) A completed copy of FDOT's Project Information Application Form.

~~a)~~b) A project map that clearly identifies the location & termini of the project and proximity of the project to Community Assets (as described in the criteria). Each map should be no larger than 11"x17". In addition, all maps must include a scale (in subdivisions of a mile), north arrow, title and legend.

~~b)~~c) Right-of-way (ROW) information as available. (i.e., deeds, easements, donations, recordable documents).

~~c)~~d) Project cost estimates. (i.e., FDOT's Long Range Estimates (LRE)).

~~d)~~e) Documentation of commitment to provide required matching funds.

~~e)~~f) Each applicant must provide a statement ensuring that the project is consistent with local comprehensive plans, including future land use and transportation elements, required under Chapter 163, Florida Statutes.

2. Applications shall be submitted electronically as prescribed below:

- a) The application and all supporting documentation shall be included in one Portable Document Format (PDF) file, compatible with MS Windows and Adobe Acrobat Version 9.5 or earlier.
- b) The file may be submitted through our FTP site, as an attachment to email, on a CD, DVD or USB flash drive.

- c) All document pages shall be oriented so that the top of the page is always at the top of the computer monitor.
 - d) Page size shall be either 8-1/2" by 11" (letter) or 11" by 17" (tabloid).
 - e) PDF documents produced by scanning paper documents are inherently inferior to those produced directly from an electronic source. Documents which are only available in paper format should be scanned at a resolution which ensures the pages are legible on both a computer screen and a printed page. We recommend scanning at a minimum 300 dpi to balance legibility and file size.
 - f) If you are unable to produce an electronic document as prescribed here, please call us to discuss other options.
3. **Incomplete applications will not be accepted. Applications will be ranked based on the information supplied in the application.**
4. **All applications must be received by the VTPO by the application deadline [to be determined]. Applicant's are strongly advised to request verification that your applications have been received.**

Initial Project Screening

1. Any project submitted by a local government for consideration needs to meet the following screening criteria:
 - a) Project must demonstrate a clear and definitive link to transportation.
 - b) Projects submitted with individual components or phase must be physically or functionally related. For example multiple sidewalk segments, non-contiguous segments must reasonably serve a common purpose.
 - c) The applicant must have authorization from responsible jurisdiction to submit for project funding. (For example, a city that submits a project on a State road must have authorization from the State). For multi-jurisdictional portions each respective agency must co-sponsor the project or provide a formal letter of agreement.
 - d) All work must be done by pre-certified vendors and contractors of FDOT or the LAP sponsor. Projects or project phases completed by these firms are also required to meet federal guidelines. Provide documentation on how sponsor will address this criterion.
 - e) Transportation Alternatives projects are allowed on any classification of roadway or on locations not on the roadway system provided that such land is publicly owned, or over which public access has been granted through an easement or other conveyance extending over the foreseeable useful life of the completed project.
 - f) Is this Shared-Use Path project at least 12 feet wide?
If yes, the project is eligible.
If no, justification is required to determine eligibility.
 - g) Is this Sidewalk project at least 5 feet wide?
If yes, the project is eligible.
If no, the project application is not acceptable.

Volusia TPO
~~2013~~ 2014 Application for Project Prioritization
Transportation Alternatives Projects

Scoring Criteria Summary

Priority Criteria	Maximum Points
(1) Safety/Security	25
(2) Contribution to "Livability" and Sustainability in the Community	20
(3) Enhancements to the Transportation System	20
(4) Demand/Accessibility	15
(5) Project Readiness	10
(6) Local Matching Funds > 20% Provided	10
Total	100

Project Title: _____

Applicant (project sponsor): _____

Attach a completed copy of FDOT's Project Information Application Form.

Contact Person: _____ **Job Title:** _____

Address: _____

Phone: _____ **FAX:** _____

E-mail: _____

Governmental entity with maintenance responsibility for roadway facility on which proposed project is located (if different from Applicant): _____

[Attach letter from responsible entity expressing support for proposed project. This letter of support must include a statement describing the responsible entity's expectations for maintenance of the proposed improvements, i.e., what the applicant's responsibility will be.]

~~Is the Applicant certified to administer the proposed project through LAP?~~ ☐ Yes ☐ No

~~If Applicant is not LAP certified to administer the proposed project, name a qualified Project Administrator who will manage the proposed project:~~ _____

[Attach letter from Project Administrator agreeing to serve in that capacity.]

~~Priority of this proposed project relative to other applications submitted by the Applicant:~~ _____

~~Project Description:~~ _____

~~Project Location (include project length and termini, if appropriate, and attach location map):~~ _____

~~Project Purpose and Need:~~ _____

(1) Safety/Security (Maximum 25 Points)

In the space provided below, describe how and to what extent the proposed facility would enhance safety conditions for motorized travelers, non-motorized travelers, or the community. Provide documentation that illustrates how it does.

Safety/Security (Maximum 25 Points)

- How does the project address a hazardous, unsafe or security condition/issue?
- How does the project remove or reduce potential conflicts (bicyclist/automobile and pedestrian/automobile)?
- Does the project eliminate or abate a hazardous, unsafe, or security condition in a school walk zone as documented in a school safety study or other relevant study?

Criterion (4) Describe how this project promotes Safety and/or Security: _____

(2) Contribution to “Livability” and Sustainability in the Community (maximum 20 points)

Describe how the project positively impacts the “Livability” and Sustainability in the community that is being served by that facility. Depict assets on a project area map in relation to a one-half mile buffer around the project.

Contribution to “Livability” and Sustainability in the Community (Maximum 20 Points)

- Project includes traffic calming measures.
- Project is located in a “gateway” or entrance corridor as identified in a local government applicant’s master plan, or other approved planning document.
- Project removes barriers and/or bottlenecks for bicycle and/or pedestrian movements.
- Project includes features which improve the comfort, safety, security, enjoyment or well-being for bicyclists, pedestrians, and/or transit users.
- Project improves transfer between transportation modes.
- Project achieves a significant reduction of non-renewable energy usage.
- Project supports infill and redevelopment consistent with transit-oriented design principals and strategies are in place making it reasonably certain that such infill and redevelopment will occur.
- Project supports a comprehensive travel demand management strategy that will likely significantly advance one or more of the following objectives: 1) reduce average trip length, 2) reduce single occupancy vehicle trips, 3) increase transit and non-motorized trips, 4) reduce motorized vehicle parking, reduce personal injury and property damage resulting from vehicle crashes
- Project significantly enhances “walkability” and “bikeability”. The following are key indicators of walkability and bikeability:
 - Are there safe walking spaces? (smooth, unobstructed, separated from traffic, crossings with appropriate signs and signals)
 - Are there places to bicycle safely? (on the road, sharing the road with motor vehicles or an off road path or trail)
 - Can pedestrians and bicyclists see and detect traffic (oncoming vehicles) day and night?
 - Are the surfaces adequate for walking or bike riding? (free of cracked or broken concrete/pavement, slippery when wet, debris)
 - Is there enough time to cross streets and intersections?
 - Is there access to well designed sidewalks and crossings?
 - Are there signs and markings designating routes? (including crosswalk markings, way finding and detour signs)
 - Are there continuous facilities? (sidewalks and trails free from gaps, obstructions and abrupt changes in direction or width)
 - Is driver behavior conducive to safe walking or biking? (yielding to pedestrians in crosswalks, maintaining at least 3’ passing distance from bicyclists)

Criterion (1) Describe how this project contributes to the “Liveability” and Sustainability of the Community: _____

(3) Enhancements to the Transportation System (maximum 20 points)

This criterion considers the demonstrated and defensible relationship to surface transportation.

Describe how this project fits into the local and regional transportation system. Depict this on the map where applicable.

Enhancements to the Transportation System (Maximum 20 Points)

- Is the project included in an adopted plan?
- Does local government have Land Development Code requirements to construct sidewalks?
- Does the project relate to surface transportation? Some factors that can help establish this relationship include:
 - Is the project near a highway or a pedestrian/bicycle corridor?
 - Does the project enhance the aesthetic, cultural, or historic aspects of the travel experience?
 - Does it serve a current or past transportation purpose?
- Does the project improve mobility between two or more different land use types located within 1/2 mile of each other, including residential and employment, retail or recreational areas?
- Does the project benefit transit riders by improving connectivity to existing or programmed pathways or transit facilities? Does it conform to TOD principles?
- Is the project an extension or phased part of a larger redevelopment effort in corridor/area?

Criterion (2) Describe how this project enhances the Transportation System: _____

(4) Demand/Accessibility (Maximum 15 points)

Describe indications of existing demand (e.g., photographs of worn pathways that demonstrate ground wear from use) and the degree to which the project will satisfy that demand. Describe expressions of community support and include supporting documentation (e.g., letters of support or petitions from community groups, homeowners associations, school administrators, etc.) Describe how the project improves accessibility to activity centers, town centers, office parks, post office, city hall/government buildings, shopping centers, employment centers, trail facilities, recreational and cultural facilities, schools and other points of concentrated activity.

Demand/Accessibility (Maximum 15 Points)

- Is there a documented obvious indication of demand?
- Is documentation of public support for the project provided?
- Does the project enhance mobility or community development for disadvantaged groups, including children, the elderly, the poor, those with limited transportation options and the disabled? Documentation that will help determine a score include school access routes, proximity to public housing or public facilities that can currently only be accessed by roadways.

Criterion (3) Describe how this project satisfies Demand and improves Accessibility: _____

(5) Project “Readiness” (Maximum 10 Points)

Describe.

Project Readiness (Maximum 10 Points)

- Is there an agreement and strategy for maintenance once the project is completed, identifying the responsible party?

- Project has been completed through design. Only construction dollars are being sought.
- Is right-of-way readily available and documented for the project?

Criterion (5) Description (if needed): _____

(6) Matching Funds (Maximum 10 Points)

Local matching funds equal to twenty percent (20%) of the total project cost are required. A greater match will be viewed as an expression of the Applicant's dedication and commitment to the project. Therefore, points may be awarded in proportion to the amount of match over the required 20%. Applicants and/or project sponsors should demonstrate the availability of the match for project. In lieu of a cash match, Applicant/project sponsor match may include other valuable services such as planning, engineering, design, construction or environmental activities approved by the U.S. Department of Transportation and right-of-way donations by private parties. Applicants must demonstrate the feasibility of such in-kind arrangements in their applications. Applicants must specify the amount, origin and availability of matching funds.

Check the appropriate box and describe.

Local Matching Funds > 20% Provided (Maximum 10 Points)

Check all that apply:

Is the Applicant committing to a local match greater than 20% of the estimated project cost?	Check One	Max. Points
20.0% < local match < 22.5%	<input type="checkbox"/>	1
22.5% ≤ local match < 25.0%	<input type="checkbox"/>	2
25.0% ≤ local match < 27.5%	<input type="checkbox"/>	3
27.5% ≤ local match < 30.0%	<input type="checkbox"/>	4
30.0% ≤ local match < 32.5%	<input type="checkbox"/>	5
32.5% ≤ local match < 35.0%	<input type="checkbox"/>	6
35.0% ≤ local match < 37.5%	<input type="checkbox"/>	7
37.5% ≤ local match < 40.0%	<input type="checkbox"/>	8
40.0% ≤ local match < 42.5%	<input type="checkbox"/>	9
42.5% ≤ local match	<input type="checkbox"/>	10

Criterion (6) Description (if needed): _____

THIS FORM SHALL BE SUBMITTED FOR ALL PROJECTS
NOT CURRENTLY IN THE FDOT WORK PROGRAM.



FDOT PROJECT INFORMATION APPLICATION FORM

DATE: _____

APPLICANT: _____

FDOT LIAISON: _____

MPO/TPO Project Priority Number: _____

1. Contact Person:

Name: _____

Title: _____

Address: _____

Phone Number: _____

E-Mail Address: _____

2. Project Information:

Roadway ID: (SR, CR, Etc.): _____

From: _____

To: _____

County: _____

Project Length (Miles): _____

3. Phase(s) Being Requested ☐ Study ☐ PD & E ☐ Design
☐ Right-of-Way ☐ Construction ☐ etc. _____

The below documents must be attached to the application to move forward in the process:

- A map showing location of the area of interest. Label important features, roadways, or additional description to help FDOT identify the location and understand the nature of the project.
- Cost Estimate (with backup documentation, see "Exhibit A" to fill out correct Phase)
- Scope of work. (Please see "Exhibit A" to fill out correct Phase)
- Proposed preliminary project schedule. (Please see "Exhibit A" to fill out correct Phase)
- If construction phase is being requested, provide Right of Way Certification documents.

4. Project Description: (Use additional sheets if necessary)

- (a) What type of project is being proposed? e.g., Road Capacity, ITS, Traffic Operations, Safety, Pedestrian, Bicycle, Streetscape, Aviation, Transit, Port, Bridge, Resurfacing (Describe in detail).
- (b) Please state the purpose and need for this project.
- (c) What data from the statement above was obtained and/or used to support this analysis?
Note: If a study was done, then please provide a copy of the study. If no study was done, please provide documentation to support the need of the project and that the proposed improvements will address the issue.
- (d) Is this project within 5 miles of a Public Airport? If yes, which one(s)?
- (e) Is this project on a SIS connector or adjacent to a SIS hub? If yes, which one(s)?
- (f) Is this project on a transit route? If yes, which one(s)?
- (g) Is this project within the Federal Aid system? ☐ Yes ☐ No

(If yes, FDOT staff needs to verify and check here: ☐)

5. Consistency with Local and MPO Plans

- (a) Is this project consistent with the Local Government Comprehensive Plan? If so, please attach a copy of the page in the Comprehensive Plan. If not, please state when an amendment will be processed to include the project in the Plan.
- (b) Is the project in an MPO/TPO Cost Feasible component of the Long Range Transportation Plan (LRTP)? If so, please attach a copy of the page in the LRTP. If not, please state when an amendment will be done to include the project in the LRTP.

6. Indicate below if the following work has been completed on the project and who performed (or will perform) the work. Please do not leave any areas blank on the table below.

Work Type	Has The Following Phase Been Completed? (Yes / No / N/A)	Who Performed or Will Perform The Work? (Responsible Agency or N/A) (Note: If a LAP please fill out the appropriate exhibit for the requested phase)
Planning Development (Corridor or Feasibility Study)		
Project Development and Environmental Study (PD&E)		
Design		
Right of Way		
Construction		
Other		

7. **Other Information: (Use additional sheets, if necessary)**

- (a) 1. If it is proposed that the project be administered by a governmental entity other than FDOT, does this entity have the fiscal, managerial, environmental and engineering capabilities to manage the project consistent with federal and state requirements and has been certified by FDOT to perform the work under the Local Agency Program (LAP) process?

2. If this is a non-State Road project, please specify whose Design Criteria (FDOT or Local Government) the project will conform to.

- (b) Can public or private support of the project be demonstrated? (Examples include: written endorsement, resolution, financial donations or other appropriate means). Please provide documentation.

- (c) If this is a non-state road, bridge, bicycle or pedestrian path to be located outside of State Right-of-Way, indicate whether sufficient right-of-way for the project is currently owned by the local government entity. Please specify the limits of available Right of Way. Provide right-of-way maps or maintenance maps if right-of-way maps are not available.

8. Provide an estimate of the total cost of the project phase(s) requested and indicate the source of the estimate. Identify the proposed funding source. **Attach supporting documents that supports these estimates (how was estimate arrived).**

WORK TYPE	FUNDING (\$)				
	FEDERAL	STATE	LOCAL	OTHER	TOTAL
Planning Development (Corridor or Feasibility Study)					
Project Development and Environment Study (PD&E)					
Design					
Right-of-way Acquisition					
Construction					
Other					

EXHIBIT “A”

Preliminary Scope & Study Schedule - Phase 18 (Planning)

FPN (If Known): **FAN:**

Name of Project:

Local Agency Contact (Project Manager):

Phone: **Email Address:**

Project Scope/Description, Termini, Project Length:

Procurement Method:

☐ Advertisement

Fee Estimate: \$ (include backup documentation)

Tentative Schedule (MMDDYY):

FDOT issues NTP for Study: _____

Advertise/Award/NTP for Study Services: _____

Begin Study: _____

Final Submittal: _____

Final Invoice: _____

Date Agreement needed: _____

Board Date: _____

EXHIBIT "A"**Preliminary Scope & Study Schedule - Phase 28 (PD&E)**

FPN (If Known):

FAN:

TBD

Name of Project:

Local Agency Contact (Project Manager):

Phone:

Email Address:

Project Scope/Description, Termini, Project Length:

Procurement Method:

☐ Advertisement

Fee Estimate:

\$

(Include backup documentation)

Tentative Schedule (MMDDYY):

FDOT issues NTP for Study: _____

Advertise/Award/NTP for Study Services: _____

Begin Study: _____

Final Submittal: _____

Final Invoice: _____

Date Agreement needed: _____

Board Date: _____

EXHIBIT "A"

Preliminary Scope & Design Schedule - Phase 38 (Design)

FPN (If Known):

FAN: TBD

Name of Project:

Local Agency Contact (Project Manager):

Phone:

Email Address:

Project Scope/Description, Termini, Project Length:

Design Procurement Method:

☐

In-House Design

☐

Advertisement

Design Fee Estimate:

\$

(Include backup documentation)

Tentative Design Schedule (MMDDYY):

FDOT issues NTP for Design: _____

Advertise/Award/NTP for Design Services: _____

Begin Design: _____

60% Plans Submittal (including Reviews): _____

90% Plans Submittal (including Reviews): _____

Final Plans Submittal: _____

Final Invoice: _____

Date Agreement needed: _____

Board Date: _____

Construction Funded: ☐ Yes☐ No

Fiscal Year: _____

EXHIBIT "A"

Scope & Construction Schedule - Phase 58 (Construction)

FPN (If Known): **FAN:** TBD

Name of Project:

Project Manager: **Phone:**

Email Address:

Project Scope/Description, Termini, Project Length:

CEI Procurement Method:

- ☐ In-House (Attach staff qualifications and experience)
☐ Advertisement

CEI Estimate (LAP Projects Only) \$ (Attach supporting man-hours and rates)

Const Estimate (LAP Projects Only) \$ (Attach engineer's estimate)

Tentative Construction Schedule (MMDDYY):

Ad Date: _____

Bid Opening Date: _____

Award Date: _____

Executed Contract Date: _____

Pre Construction Date: _____

NTP to Contractor Date: _____

Construction Duration: _____

Completion Date: _____

Final Acceptance Date: _____

Date Agreement needed: _____

Board Date: _____

**MEETING SUMMARY
TIP SUBCOMMITTEE
NOVEMBER 5, 2013**

III. ACTION ITEMS

C. REVIEW AND RECOMMEND APPROVAL OF LOCAL MATCH REQUIREMENTS FOR XU TRAFFIC OPERATIONS/ITS/SAFETY PROJECTS AND TRANSPORTATION ALTERNATIVES PROJECTS

Background Information:

Most federal-aid highway projects are funded with a maximum 80% federal contribution and require a 20% state and/or local match to supplement the federal funds. This is true of projects funded with federal Urban Attributable (XU) funds. For projects located on the state highway system, matching funds are provided by FDOT. For projects not on the state highway system, the match is split between FDOT and the local government.

The Volusia TPO requires a 10% local match for federal XU funds which covers whatever portion of the federally mandated match that may not be covered by FDOT. Initially, the TPO required a 50% local match. It was later reduced to 25%, then to 15% for what was intended to be only a two-year period. In January 2011, it was further reduced to 10% [Resolution 2011-03; reaffirmed by Resolution 2013-09].

For Transportation Alternatives Program (TAP) funds, the TPO requires a 20% local match [Resolution 2013-09].

The TPO also requires that the project applicant shall be responsible for any cost overruns that may be encountered on a project funded with XU or TAP (Transportation Alternative Program) funds.

The TPO staff asks that you reaffirm the current 10% match requirement or recommend an alternative. TPO staff will lead a discussion regarding the manner in which the match requirement is applied.

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF LOCAL MATCH REQUIREMENTS FOR XU TRAFFIC OPERATIONS/ITS/SAFETY PROJECTS AND TRANSPORTATION ALTERNATIVES PROJECTS

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2013-09

**RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION DEFINING THE
LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS UTILIZING THE
TPO'S URBAN ATTRIBUTAL FUNDS (XU) AND TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
FUNDS**

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 Volusia Transportation Planning Organization (TPO) Volusia 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 the cities of Beverly Beach and Flagler Beach in Flagler County; and

WHEREAS, the Volusia TPO is designated and certified by the U.S. DOT as a "large MPO"; and

WHEREAS, as a result of the aforementioned designation the Volusia TPO annually receives suballocations of federal Surface Transportation Funds (XU) and Transportation Alternatives Program Funds (TALU); and

WHEREAS, the Volusia TPO maintains full authority over the programming and distribution of these XU and TALU funds; and

WHEREAS, the Volusia TPO desires to provide, whenever possible, financial assistance to governmental entities to allow them to pursue transportation projects and programs which benefit residents of and visitors to our planning area; and

WHEREAS, the Volusia TPO wants to leverage its annual allocations of XU and TALU funds and ensure a measure of local financial commitment to transportation projects and programs utilizing these funds;

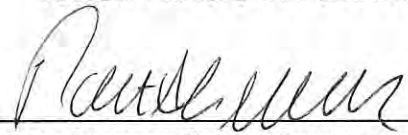
NOW, THEREFORE, BE IT RESOLVED by the Volusia TPO that:

1. every governmental entity receiving XU or TALU funds from the Volusia TPO shall provide a local match commitment; and
2. effective April 23, 2013, a local match of 10% of the total amount of XU funds programmed for each project utilizing XU funds and a local match of 20% of the total amount of TALU funds programmed for each project utilizing TALU funds shall be required of the governmental entity requesting the funds; and
3. the Volusia TPO determines that "local match" shall be defined as non-federal cash match and/or in-kind services that advance the project in question; and

4. the Volusia TPO also reaffirms its policy that any cost overruns encountered on a project funded with XU funds or TALU funds will be the responsibility of the governmental entity identified as the project originator with the following exception: if the project is on the state highway system and the State DOT is the project manager of record then the state shall be responsible for any cost overruns utilizing state dollars; and
5. notwithstanding the terms prescribed in subparagraph 2, above, the required local match shall not exceed the percentage required in the current policy of the TPO board at the time the governmental entity requesting the funds commits to its amount of local match for the project; and
6. the Volusia TPO reserves the right to waive or adjust the local match requirements if the TPO Board deems there exists sufficient reason or circumstance; and
7. the Chairman of the Volusia TPO (or his designee) is hereby authorized and directed to submit this resolution to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (through the Florida Department of Transportation);
 - c. Federal Highway Administration (through the Florida Department of Transportation); and
 - d. Councils, Commissions, and Managers of the TPO Member Local Governments.

DONE AND RESOLVED at the regularly convened meeting of the Volusia TPO held on the 23rd day of April 2013.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION



CITY OF DAYTONA BEACH, COMMISSIONER ROBERT GILLILAND
CHAIRMAN, VOLUSIA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia TPO held on April 23, 2013.

ATTEST:



PAMELA C. BLANKENSHIP, RECORDING SECRETARY

**MEETING SUMMARY
TIP SUBCOMMITTEE
NOVEMBER 5, 2013**

III. ACTION ITEMS

D. REVIEW AND RECOMMEND APPROVAL OF FUNDING CAPS FOR XU TRAFFIC OPERATIONS/ITS/SAFETY PROJECTS AND TRANSPORTATION ALTERNATIVES PROJECTS

Background Information:

The TPO's current policy provides that no more than \$1.5 million of XU funds will be awarded to a Traffic Operations/ITS/Safety project in any single application cycle, and no more than \$3.0 million of XU funds will be awarded to a project overall (multiple cycles) [Resolution 2013-06]. The local match for these projects is 10% [Resolution 2013-09].

Transportation Alternatives Program (TAP) funds are limited by the TPO's current policy to \$500,000 for any single project in any single application cycle [Resolution 2013-06]. The local match for TAP projects is 20% [Resolution 2013-09].

There are no funding limits for XU Bicycle/Pedestrian Projects. TPO staff recommends funding limits for XU Bicycle/Pedestrian Projects similar to the XU Traffic Operations/ITS/Safety Projects. Waivers/exceptions may be granted by the TPO Board. TPO staff will lead a discussion regarding how XU funds are used for Bicycle/Pedestrian Projects.

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF FUNDING CAPS FOR XU TRAFFIC OPERATIONS/ITS/SAFETY PROJECTS AND TRANSPORTATION ALTERNATIVES PROJECTS

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2013-06

RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION REAFFIRMING THE POLICY FOR THE ANNUAL ALLOCATION OF ITS SURFACE TRANSPORTATION PROGRAM (STP) URBAN ATTRIBUTABLE (XU) FUNDING AND TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FUNDING

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that every urbanized area with a population of 50,000 or more, as a condition to the receipt of federal capital or operating assistance, shall 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 Volusia 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 the cities of Flagler Beach and Beverly Beach in Flagler County; and

WHEREAS, 23 C.F.R. 450.104 provides that the Volusia TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Surface Transportation Program (STP) projects list of the annual Transportation Improvement Program (TIP) submission; and

WHEREAS, each year the appropriate Volusia TPO committees, made up of a cross-section of interested citizens and staff, are charged with the responsibility of drafting a list of prioritized projects; and

WHEREAS, it is the responsibility of the Volusia TPO to establish project priorities within the Volusia TPO's planning boundaries that are equitable for all areas of Volusia County and the cities of Beverly Beach and Flagler Beach in Flagler County; and

WHEREAS, the Volusia TPO reaffirms its commitment to the priority process and related policies;


NOW, THEREFORE, BE IT RESOLVED by the Volusia TPO that:

1. Annual set-asides of the Volusia TPO's total Surface Transportation Program (STP) Urban Attributable (XU) funding will be made in the following manner: 40% of the total XU funds will be used for Traffic Operations/ITS/Safety project priorities, 30% of the total XU funds will be used for transit project priorities, and 30% of the total XU funds will be used for bicycle and pedestrian project priorities;

2. With regard to the 40% set-aside for Traffic Operations/ITS/Safety project priorities: no more than \$1.5 million in XU funds will be awarded to any single project in any single application cycle, and no more than \$3 million in XU funds will be awarded toward the completion of any single project; waivers/exceptions may be granted by the Volusia TPO Board;
3. With regard to the 30% set-aside for bicycle/pedestrian projects: project applications submitted for bicycle/pedestrian funds that contain more than a strictly bicycle/pedestrian component (i.e. roadway improvements, bridge replacements, etc.) may be funded in part with these funds. The limitations are as follows: a maximum of 10% of the total project cost may be funded with bicycle/pedestrian XU funds but that amount MAY NOT exceed 10% of the total annual allotment of bicycle/pedestrian XU funds;
4. Notwithstanding, the language contained in item #3 above, any mixed project (defined as a project that is not a stand-alone bicycle or pedestrian project) submitted by a member local government will come before the TPO Board for final determination prior to being included in the TPO's list of Priority Projects for Bicycle/Pedestrian facilities;
5. No more than \$500,000 in Transportation Alternative Program (TAP) funds may be awarded to any single project in any applications cycle; waivers/exceptions may be granted by the Volusia TPO Board;
6. The policies set forth in this resolution shall remain in effect unless and until they are repealed by the TPO; and
7. The Chairman of the Volusia TPO (or his/her designee) is hereby authorized and directed to provide a copy of this resolution to the:
 - a. Florida Department of Transportation (FDOT);
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

DONE AND RESOLVED at the regular meeting of the Volusia TPO held on the 26th day of March 2013.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION



**CITY OF DAYTONA BEACH, COMMISSIONER ROBERT GILLILAND
CHAIRMAN, VOLUSIA TPO**

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia TPO held on March 26, 2013.

ATTEST:


PAMELA C. BLANKENSHIP, RECORDING SECRETARY
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

**MEETING SUMMARY
TIP SUBCOMMITTEE
NOVEMBER 5, 2013**

III. ACTION ITEMS

E. DISCUSSION OF OTHER MATTERS RELATING TO THE PRIORITY PROJECT PROCESS AND THE ANNUAL CALL FOR PROJECTS

Background Information:

This is intended to be an open discussion about any matters relating to the Priority Project Process and the annual call for projects that have not been previously discussed.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TIP SUBCOMMITTEE

**TIP SUBCOMMITTEE
NOVEMBER 5, 2013**

IV. TPO STAFF COMMENTS

V. TIP SUBCOMMITTEE MEMBER COMMENTS

VI. ADJOURNMENT