



MEETING NOTICE & AGENDA

Please be advised that the **VOLUSIA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD** will be meeting on:

DATE: Wednesday, November 27, 2013

TIME: 9:00 a.m.

PLACE: Volusia TPO Conference Room
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, FL 32114

Vice Mayor Nancy Long, Chairperson Presiding

AGENDA

- I. **CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM**
- II. **PLEDGE OF ALLEGIANCE**
- III. **PUBLIC COMMENT/PARTICIPATION** (*Public comments may be limited to three (3) minutes at the discretion of the Chairperson*)
- IV. **CONSENT AGENDA**
 - A. **OCTOBER 23, 2013 VOLUSIA TPO BOARD MEETING MINUTES** (*Contact: Pamela Blankenship*)
(*Enclosure, pages 4-11*)
 - B. **TREASURER'S REPORT** (*Contact: Herbert Seely*) (*Enclosure, pages 4, 12*)
 - C. **EXECUTIVE COMMITTEE REPORT** -- *Report by Vice Mayor Nancy Long, Chairperson* (*Enclosures, pages 4, 13*)
 - D. **TECHNICAL COORDINATING COMMITTEE REPORT** -- *Report by Mr. Clay Ervin, TCC Chairman*
(*Enclosure, page 4 - provided under separate cover*)
 - E. **CITIZENS ADVISORY COMMITTEE REPORT** -- *Report by Mr. Gilles Blais, CAC Chairman*
(*Enclosure, page 4 - provided under separate cover*)
 - F. **BICYCLE/PEDESTRIAN ADVISORY COMMITTEE REPORT** -- *Report by Mr. Robert Storke, BPAC Chairman* (*Enclosure, pages 4, 14-15*)
 - G. **TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD REPORT** -- *Report by Council Member Joshua Wagner, TDLCB Chairman* (*Enclosure, pages 4, 16*)
 - H. **TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD APPOINTMENTS**
(*Contact: Carole M. Hinkley*) (*Enclosure, pages 4, 17-21*)

IV. CONSENT AGENDA *(continued)*

- I. TRANSPORTATION DISADVANTAGED PUBLIC HEARING SUMMARY** -- Report by Council Member Joshua Wagner , TDLCB Chairman *(Enclosure, pages 4,22-23)*
- J. VOLUSIA TPO BOARD SUMMARY REPORT** -- Report by Vice Mayor Nancy Long, TPO Board Chairperson *(Enclosure, pages 4, 24)*
- K. LEGISLATIVE ISSUES SUBCOMMITTEE REPORT** -- Report by Vice Mayor Nancy Long, TPO Board Chairperson *(Enclosure, pages 4, 25)*
- L. MPOAC REPORT** -- Report by Mayor Pro-Tem Leigh Matusick *(Enclosure, pages 4, 26-28)*
- M. REVIEW AND APPROVAL OF RESOLUTION 2013-25 AUTHORIZING THE EXECUTION OF THE FDOT SUBRECIPIENT GRANT AGREEMENT FOR THE PEDESTRIAN CROSSWALK SAFETY PROGRAM** *(Contact: Stephan Harris) (Enclosure, pages 4, 29-30)*
- N. REVIEW AND APPROVAL OF EXECUTIVE DIRECTOR'S ANNUAL EVALUATION** *(Contact: Vice Mayor Nancy Long) (Enclosure, page 4)*
- O. CANCELLATION OF DECEMBER VOLUSIA TPO ADVISORY COMMITTEE AND BOARD MEETINGS** *(Contact: Lois Bollenback) (Enclosure, page 4)*

V. ACTION ITEMS

- A. REVIEW AND APPROVAL OF REVISIONS TO VOLUSIA TPO TRANSPORTATION PRIORITY PROCESS APPLICATION AND SCORING CRITERIA** *(Contact: Robert Keeth) (Enclosure, pages 31-98)*
- B. REVIEW AND APPROVAL OF RESOLUTION 2013-26 AMENDING THE FY 2013/14 – 2017/18 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)** *(Contact: Robert Keeth) (Enclosure, pages 99-104)*
- C. REVIEW AND APPROVAL OF 2014 LEGISLATIVE PRIORITIES** *(Contact: Lois Bollenback) (Enclosure, pages 105-111)*

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

- A. PRESENTATION OF THE DRAFT CHANGES TO THE FEDERAL FUNCTIONAL CLASSIFICATION OF ROADWAYS** *(Contact: Jean Parlow) (Enclosure, pages 112-122)*
- B. PRESENTATION ON THE VOLUSIA COUNTY ROAD PROGRAM** *(Contact: Lois Bollenback) (Enclosure, pages 123-127)*
- C. PRESENTATION ON THE RESULTS OF THE PEDESTRIAN CROSSWALK SAFETY PROGRAM** *(Contact: Stephan C. Harris) (Enclosure, pages 128-134)*
- D. FDOT REPORT** *(Contact: Claudia Calzaretta, FDOT District 5) (Enclosure, pages 135-143)*

VII. EXECUTIVE DIRECTOR'S REPORT *(Enclosure, page 144)*

- Agenda Materials/Distribution of Materials
- CIP project – St. Johns River to Sea Loop
- Reapportionment Update
- Annual TPO Board Retreat

VIII. VOLUSIA TPO BOARD MEMBER COMMENTS (*Enclosure, page 144*)

IX. INFORMATION ITEMS (*Enclosure, pages 144-147*)

- Citizens Advisory Committee Attendance Record – 2013
- Technical Coordinating Committee Attendance Record– 2013
- Bicycle/Pedestrian Advisory Committee Attendance Record – 2013

X. ADJOURNMENT (*Enclosure, pages 144*)

The next Volusia TPO Board meeting will be January 22, 2013*

January Meeting Dates

Executive Committee, January 6, 2013 @ 3:00 p.m.

Transportation Disadvantaged Local Coordinating Board, January 8, 2013 @ 11:00 a.m. (at Votran)

Bicycle/Pedestrian Advisory Committee, January 8, 2013 @ 3:00 p.m.

Citizens Advisory Committee, January 21, 2013 @ 1:30 p.m.

Technical Coordinating Committee, January 21, 2013 @ 3:00 p.m.

Volusia TPO Board, January 22, 2013 @ 9:00 a.m.

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., Suite 100, Daytona Beach, Florida 32114-8145; (386) 226-0422, extension 20416, at least five (5) working days prior to the meeting date.

If any person decides to appeal a decision made by this board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings including all testimony and evidence upon which the appeal is to be based. To that end, such person will want to ensure that a verbatim record of the proceedings is made.

The Volusia TPO does not discriminate in any of its programs or services. To learn more about our commitment to nondiscrimination and diversity, visit our Title VI page at www.VolusiaTPO.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386-226-0422, pblankenship@volusiatpo.org.

Check out and "Like" the Volusia TPO's Facebook page!

www.Facebook.com/VolusiaTPO

**MEETING SUMMARY
TPO BOARD
NOVEMBER 27, 2013**

IV. CONSENT AGENDA

A. OCTOBER 23, 2013 VOLUSIA TPO BOARD MEETING MINUTES

Minutes are prepared for each board meeting and said minutes must be approved by the Volusia TPO Board.

B. TREASURER'S REPORT

Monthly Treasurer Reports are prepared for review and approval by the Volusia TPO Board. The October 2013 Treasurer's Report is included for your information.

C. EXECUTIVE COMMITTEE REPORT

D. TECHNICAL COORDINATING COMMITTEE REPORT *(provided under separate cover)*

E. CITIZENS ADVISORY COMMITTEE REPORT *(provided under separate cover)*

F. BICYCLE & PEDESTRIAN ADVISORY COMMITTEE REPORT

G. TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD REPORT

H. TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD APPOINTMENTS

I. TRANSPORTATION DISADVANTAGED PUBLIC HEARING REPORT

J. VOLUSIA TPO BOARD SUMMARY REPORT

K. LEGISLATIVE ISSUES SUBCOMMITTEE REPORT

L. MPOAC REPORT

M. REVIEW AND APPROVAL OF RESOLUTION 2013-25 AUTHORIZING THE EXECUTION OF THE FDOT SUBRECIPIENT GRANT AGREEMENT FOR THE PEDESTRIAN CROSSWALK SAFETY PROGRAM

N. REVIEW AND APPROVAL OF EXECUTIVE DIRECTOR'S ANNUAL EVALUATION

In accordance with the Employment Agreement between the Volusia TPO and the Executive Director, an annual performance evaluation must be completed by the Executive Committee and approved by the board by November 30th of each year. Comments from the full board were requested during the October meeting and an evaluation has been completed utilizing all input provided. The results of the evaluation are satisfactory and a continuation of the contract as established is recommended.

O. CANCELLATION OF DECEMBER VOLUSIA TPO ADVISORY COMMITTEE AND BOARD MEETINGS

Traditionally, if there is no outstanding business that must be conducted prior to the end of the calendar year, all TPO Committee meetings are suspended the month of December.

ACTION REQUESTED:

MOTION TO APPROVE THE CONSENT AGENDA

OCTOBER 23, 2013 MEETING MINUTES
OF THE
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD

2570 W. International Speedway Boulevard, Suite 100
Daytona Beach, FL 32114-8145

Members Present:

Mayor Jim Ardell
Commissioner Robert Gilliland
Council Member Nick Koval
Mayor John Masiarczyk
Councilman Gene Emter
Commissioner Marshall Shupe **
Commissioner Penny Currie
Commissioner Rick Basso
Mayor Doug Gibson **
Council Member Ron Saylor **
Council Member Joe Perrone
Council Member Bob Ford
Vice Mayor Nancy Long, Chairperson
Council Member Deb Denys
Council Member Pat Patterson, 2nd Vice Chairman
Council Member Joshua Wagner
Council Member Joyce Cusack
Claudia Calzaretta (non-voting advisor)
Clay Ervin (non-voting)
Robert Storke (non-voting)
Gilles Blais (non-voting)

Members Absent:

Mayor Harry Jennings ** (excused)
Mayor Pro Tem Leigh Matusick
Commissioner Jason McGuirk
Mayor Ed Kelley (excused)
Mayor James Sowell **
Council Member Doug Daniels
Council Member Pat Northey, 1st Vice Chairperson (excused)
Linda Costello (non-voting) (excused)

** Non-voting member in the small city vote rotations

Others Present:

Pamela Blankenship, Recording Secretary
Lois Bollenback
Carole Hinkley
Stephan Harris
Herbert Seely
Jean Parlow
Debbie Stewart
John Rogers
Larry Williams
Mike Snyder
Elizabeth Alicia Lendian

Representing:

Beverly Beach
Daytona Beach
DeBary
Deltona
Edgewater
Flagler Beach
Holly Hill
Lake Helen
Oak Hill
Orange City
Ponce Inlet
Port Orange
South Daytona
Volusia County
Volusia County
Volusia County
Volusia County
FDOT District 5
TCC Chairman
BPAC Chairman
CAC Chairman

Representing:

Daytona Beach Shores
DeLand
New Smyrna Beach
Ormond Beach
Pierson
Volusia County
Volusia County
Volusia County School Board

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
Bunnell
Bunnell
C2HM Hill
CAC

Others Present:

Rich Walton
Pedro Leon
Chris Nabicht
Frank O’Dea
Judy Pizzo
Virginia Whittington
Jose Papa
Lara Bouck
Fabricio Ponce
Curtis Leonard
Sorin Garber
John Michaelis
Jon Cheney
Melissa Winsett

Representing:

Daytona Beach
DB International Airport
Deltona
FDOT
FDOT
MetroPlan
Palm Coast
RS&H
Tindale-Oliver & Associates
Titan America
T.Y. Lin International
Volusia County Citizens Academy
Volusia County Traffic Engineering
Volusia County Traffic Engineering

I. Call to Order / Roll Call / Determination of Quorum

The meeting of the Volusia Transportation Planning Organization (TPO) Board was called to order at 9:00 a.m. by Chairperson Nancy Long. The roll was called and it was determined that a quorum was present.

II. Pledge of Allegiance

III. Public Comment/Participation

There were no public comments.

IV. Consent Agenda

- A. September 25, 2013 TPO Board Meeting Minutes
- B. Treasurer’s Report
- C. Executive Committee Report
- D. Technical Coordinating Committee (TCC) Report
- E. Citizens Advisory Committee (CAC) Report
- F. Bicycle/Pedestrian Advisory Committee (BPAC) Report
- G. Volusia TPO Board Summary Report
- H. Passenger Rail Workshop Report
- I. Central Florida MPO Alliance (CFMPOA) Report
- J. Review and Approval of Volusia TPO Annual FY 2012/13 Audit

MOTION: *Council Member Patterson moved approval of the Consent Agenda. Council Member Cusack seconded the motion which carried unanimously.*

V. Action Items

A. Review and Approval of Resolution 2013-24 Amending the FY 2013/14 – 2017/18 Transportation Improvement Program (TIP)

Ms. Bollenback explained that the TIP amendment included funding for the US 92/I-4/I-95 Systems Interchange. It also included funding for bicycle/pedestrian projects.

Commissioner Gilliland commented that the board needed to keep in mind that SunRail will be coming to the east side of Volusia County and it is important to look at where it will end up. Currently, FDOT has it in the I-4 rail envelope and terminating in the middle of Beville Road. He spoke with FDOT who stated that it was not where it is ultimately being planned to end. He noted there was a fair amount of consensus that the airport will be the location for SunRail. It is important to look at what needs to be done to move it to the north to get it to the airport and International Speedway Boulevard.

Council Member Saylor expressed concern about the west side cities being kept up to date on how SunRail will be affected by the managed lanes on I-4.

MOTION: *Council Member Patterson moved approval of Resolution 2013-24 amending the FY 2013/14 – 2017/18 Transportation Improvement Program (TIP). Commissioner Gilliland seconded the motion which carried unanimously.*

VI. Presentations, Status Reports, and Discussion Items
A. Discussion of Alternatives Analysis Funding Options

Ms. Bollenback stated that the TPO has been discussing the Alternatives Analysis for the past several months; the discussion has been centered on identifying the local match requirement of \$513,000. Several options have been discussed, one of which is a funding swap that was suggested by FDOT. The Alternatives Analysis is not simply a study; it is a step into project development that will lead to the environmental analysis and design of the preferred alternative. A workshop was held after the last board meeting to discuss different types of transit, project development and various studies currently underway. Before the TPO Board can take any action there are a number of questions that will need to be answered. One question involves swapping local funds with state funds to free up local funds for the project; the Volusia County Council will have to decide which projects to consider and county staff is looking into which projects have actual cash dollars that can be swapped. The TPO is waiting for the county to come back with a decision. Another thing to consider is buy-in. The Alternatives Analysis requires strong support from the local jurisdictions. Eventually, there will be another 25% local match for the preferred alternative as well as operating costs. The other decisions that must be made include the alignment, needs and direction for the infrastructure changes that will need to occur. A feasibility study was completed that considered rail corridors throughout county, costs and ridership estimates but the data that was produced was raw.

Council Member Wagner stated that he would bring the discussion up at the county council meeting tomorrow. He cautioned that just because the TPO undertakes the Alternatives Analysis does not mean the recommendations have to be followed. The discussion regarding the alignment needs to occur very shortly. He added that he hoped everyone could support the Alternatives Analysis since it is not just commuter rail; it is tourism rail as well. All Aboard Florida needs to be taken into consideration.

Ms. Calzaretta stated that FDOT is currently going through their gaming cycle. FDOT has presented five different scenarios for projects in Volusia County on which funds could be swapped. She stressed that the TPO Board amendment for the fund swap would take a number of months to process. FDOT will need a decision to be made at the November TPO Board meeting.

Chairperson Long asked how much a feasibility study would cost and if it would give the answers the board was looking for.

Ms. Bollenback responded that a feasibility study would provide a higher level look at alignments and preferred alternatives and would get the board closer to the next step in the process. She noted that FDOT has already put money in Work Program for the Alternatives Analysis and she cautioned about changing that direction. A feasibility study would cost between \$200,000 and \$300,000.

Commissioner Ford stated that as part of the feasibility study it was important to pay attention to alternative financing. If the board is going to begin discussing rail, it is necessary to discuss building fewer roads because it cannot all be done. Volusia County has the second highest tax rate in the state and at if we continue at the current rate it will be first.

Council Member Wagner clarified that money for roads does not come from taxes; it comes from funding that is dedicated from the state or a referendum on a sales tax. He noted that he did not see SunRail going from Deltona to Daytona Beach without a funding mechanism in place.

Commissioner Basso asked if there was a target population that the state was assuming it would get to in order to necessitate that rail will become neutral.

Ms. Bollenback commented that she did not think rail would become revenue neutral. The 2040 Long Range Transportation Plan (LRTP) will ferret out some of those questions and look at the role of transit more globally. As far as state efforts in rail development, more of the momentum and interest is on a regional scale; the pieces are being put in place that will eventually be connected to each other.

B. Presentation and Discussion on the Volusia TPO Priority Process Requirements

Ms. Bollenback explained that each year the TPO issues a call for projects and develops priority lists. The TPO sends the priority lists to FDOT to help them in building their Work Program. Last year, the process had generated some discussion at the TPO Board. The purpose of the discussion today is to talk about what the TPO does, how it is done and to receive input from the board on the priority process. The input received will be taken back to the subcommittees to get their recommendations. Ms. Bollenback reviewed the seven project priority categories.

Ms. Bollenback reviewed the call for projects process, noting that is done on an annual basis and is a competitive, two-step (feasibility study and project implementation) application process. The first item to be considered is the evaluation criteria; do the criteria promote projects that contribute to the achievement of the TPO's goals and objectives? Second, local match requirements; the requirement used to be 50% but now it is 10% for XU projects and 20% for Transportation Alternatives Program (TAP) projects; the match can be a hard or soft match (in-kind services). Ms. Bollenback noted that Mayor Kelley was not present but had previously indicated he would like to increase the local match.

Commissioner Gilliland clarified that Mayor Kelley did not want to change the minimum match requirement but felt that if a city provided a higher match the project should be given more points and therefore it would rank higher.

Ms. Bollenback added that the Bicycle/Pedestrian applications give more points for higher matches. She noted that the CAC and TCC expressed concern that if the match requirement was increased the smaller local governments would have difficulty providing the match.

Councilman Emter stated that extra points and a higher match would skew the approval rate toward the cities with larger funding sources; it will take the smaller jurisdictions out of the running.

Commissioner Basso commented that the reason the local match was lowered was because of the economic times. He suggested looking at the reason the match was set at 50% to begin with and seeing if the situation still applies. He agreed with Councilman Emter about the small town disadvantage but he also understood that a match provides a city more stake in the project.

Ms. Bollenback stated that the TPO gets roughly \$1.4 million for Traffic Ops/ITS/Safety projects and \$1.8 million for Bicycle/Pedestrian projects; they are not designed to fund large projects. If a project exceeds the annual allocation it has to be broken up into phases/segments. There are some funding caps implemented last year. A project can use roughly twice the annual allocation (two years of funding). However, there are no funding caps for Bicycle/Pedestrian projects. She asked if caps were appropriate, with the condition that the TPO Board always has option to waive it. The CAC and TCC thought that consistency across the categories was important.

Mayor Masiarczyk suggested that the evaluation criteria be tightened up so that the critical projects would get funding. The process should not be competitive between the cities; the most needed projects should be the ones that get the funding. He expressed that he did want to place caps and limits on funding.

Commissioner Ford stated that when you take a big approach many communities get overlooked; a more balanced approach is important to spread the money around.

Ms. Bollenback responded that the Volusia TPO's application and screening process are unique in the region and around the state and had been used very effectively; it removes the subjectivity to identifying project ranking.

Ms. Bollenback stated that the TPO has continued to receive projects that stretch the definition of its programs. One question that has been asked is if the TPO should be funding master plans. She asked how the TPO can help the local governments prepare and have a good plan and approach so that important projects are brought forward that score well and if the board wanted to help in funding master plans.

Commissioner Ford responded that in the current financial climate the TPO needed to spend money on projects not master plans. Less money should be spent on the planning phases.

Commissioner Gilliland stated that the one exception would be the US 1 corridor study which was a multi-jurisdictional project similar to a master plan.

Ms. Bollenback requested the members let her know if they had any additional thoughts and comments. She will be taking the information back to the subcommittees for their discussion and recommendations. Changes will be brought back to the TPO Board.

Commissioner Basso explained that the TPO is a planning organization and it was important to be visionaries who look ahead and plan. In regards to cost overruns, those should be borne by the project sponsors.

Ms. Bollenback stated that it is TPO policy that overruns are paid by the sponsor. However, there have been many times where an overrun is beyond the sponsor's control and FDOT has been able to identify funding to cover it. The challenge is in making sure the projects budgets are being managed responsibly.

C. Presentation on the Intermodal Transit Station Study (ITSS)

Ms. Judy Pizzo, FDOT Project Manager for the Intermodal Transit Station Study (ITSS), gave a PowerPoint presentation on the ITSS. She announced a public meeting will be held at Daytona State College on November 14, 2013. The final ITSS report is expected in November 2013. Additional information on the study is available at www.CFLRoads.com.

D. Presentation on FDOT Landscaping Grants

Ms. Calzaretta stated that FDOT landscaping grants are available for stand-alone projects on state roads only. The grants can only be used for installation and plant materials and are available on a first come, first served basis. The contact for further information is Mr. Steve Smith at Steve.Smith@dot.state.fl.us.

Mayor Masiarczyk stated that Howland Boulevard used to be classified as a state road; he asked what the requirements were to be designated as a state road.

Mr. Frank O'Dea, FDOT Director of Transportation, stated that reclassifying roads is called a jurisdictional transfer, which is an ongoing process. FDOT looks at what the roads are used for and if they are connecting SIS facilities. FDOT evaluates and works with the local jurisdictions. He suggested emailing Ms. Calzaretta if there were any specific requests to reclassify roads. He added that sometimes roads do not fit the state road system and they are swapped with ones that do.

E. FDOT Report

Ms. Claudia Calzaretta, FDOT District 5 Liaison, provided a brief update on the FDOT report.

VII. Executive Director's Report

® Reapportionment Update

Ms. Bollenback reported that the city of Palm Coast had scheduled the resolution of support for the Reapportionment Plan as a discussion item at a workshop on November 12, 2013.

Ms. Bollenback noted that there had been a trail ceremony yesterday recognizing the Coast-to-Coast Connector Trail, a 275-mile project. She added that there was currently an effort to close the gaps and that hopefully, funding will be allocated in the next legislative session.

VIII. Volusia TPO Board Member Comments

Ms. Elizabeth Alicia Lendian, CAC member, announced that DeLeon Springs would be having an "Autumn in the Oaks" Festival on Saturday. There will also be a Ponce deLeon look-alike contest.

Councilman Emter congratulated Mr. Herbert Seely and the TPO staff for a clean audit.

Council Member Patterson noted that the Commissioner of Agriculture would be in DeLand on November 8, 2013. Contact him or the Farm Bureau for tickets.

Council Member Denys noted that Mr. John Michaelis, a member of the Volusia Citizens' Academy, was shadowing her and they would be attending the Port Orange-South Daytona Chamber Leadership luncheon.

Mr. John Rogers introduced the new city manager of Bunnell, Mr. Larry Williams, from Eatonville Ohio.

Chairperson Long reminded the members that the Executive Committee was evaluating the Executive Director and if the TPO Board members had any input or feedback they should speak to the Executive Committee members. She added that Lillian Place would be hosting ghost tours on Friday and Saturday.

IX. Information Items

® Bicycle/Pedestrian Advisory Committee Attendance Record – 2013

® Citizens' Advisory Committee Attendance Record – 2013

® Technical Coordinating Committee Attendance Report – 2013

X. Adjournment

There being no further business, the meeting adjourned at 10:03 a.m.

CITY OF SOUTH DAYTONA, VICE MAYOR NANCY LONG
CHAIRPERSON, 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 the minutes of the October 23, 2013 regular meeting of the Volusia Transportation Planning Organization (TPO) Board, approved and duly signed this 27th day of November 2013.

PAMELA C. BLANKENSHIP, RECORDING SECRETARY
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

**VOLUSIA TRANSPORTATION PLANNING ORGANIZATION
MONTHLY TREASURER REPORT FY 13/14
PERIOD ENDING OCTOBER 31, 2013**

<u>DESCRIPTION</u>	<u>12/13 BUDGET</u>	<u>CURRENT MONTH</u>	<u>FYTD TOTAL</u>	<u>UNDER (OVER) BUDGET</u>	<u>FYTD % BUDGET</u>
<u>REVENUES</u>					
LOCAL FUNDS	\$162,364.00	\$24,471.12	\$77,422.78	\$84,941.22	47.68%
STATE FUNDS	50,915.00	10,404.91	10,404.91	40,510.09	20.44%
FEDERAL FUNDS	<u>1,865,453.00</u>	<u>110,678.04</u>	<u>110,678.04</u>	<u>1,754,774.96</u>	5.93%
<u>REVENUES</u>	\$2,078,732.00	\$145,554.07	\$198,505.73	\$1,880,226.27	9.55%
<u>EXPENSES</u>					
SALARIES	\$530,254.00	\$38,243.56	\$148,120.55	\$382,133.45	27.93%
FRINGE BENEFITS	176,185.00	11,099.51	49,734.49	126,450.51	28.23%
OFFICE SUPPLIES	12,500.00	86.34	2,583.43	9,916.57	20.67%
POSTAGE	13,800.00	0.00	1,857.18	11,942.82	13.46%
OFFICE RENT EXPENSE	128,959.00	10,701.46	51,788.17	77,170.83	40.16%
ADVERTISING	4,000.00	0.00	601.43	3,398.57	15.04%
PRINTING	5,000.00	0.00	799.02	4,200.98	15.98%
CONFERENCE, WORKSHOPS & SEMINAR FEES	5,720.00	0.00	1,240.00	4,480.00	21.68%
FEES	28,600.00	9,195.22	22,197.47	6,402.53	77.61%
DUES	1,475.00	215.00	420.00	1,055.00	28.47%
PUBLICATIONS	1,500.00	0.00	0.00	1,500.00	0.00%
COPY EXPENSE	26,500.00	1,571.55	5,920.15	20,579.85	22.34%
COPY MACHINE COSTS	27,730.00	1,458.95	4,727.47	23,002.53	17.05%
TRAVEL EXPENSE	24,500.00	1,711.62	3,636.17	20,863.83	14.84%
AWARDS PROGRAM/PROMO	10,500.00	978.85	2,056.65	8,443.35	19.59%
SPECIAL STUDIES	837,092.00	3,100.00	3,100.00	833,992.00	0.37%
PROFESSIONAL SERVICES	162,100.00	640.24	43,493.36	118,606.64	26.83%
MEETING EXPENSE	2,500.00	90.99	463.61	2,036.39	18.54%
LIABILITY INSURANCE	10,000.00	0.00	4,956.50	5,043.50	49.57%
REPAIRS	1,500.00	0.00	0.00	1,500.00	0.00%
NETWORK COSTS	26,865.00	2,708.53	6,763.36	20,101.64	25.18%
CAPITAL OUTLAY	12,000.00	0.00	1,600.00	10,400.00	13.33%
SOFTWARE	9,718.00	0.00	2,191.99	7,526.01	22.56%
TELEPHONE	3,628.00	348.00	942.00	2,686.00	25.96%
EDUCATION	2,750.00	0.00	0.00	2,750.00	0.00%
CONTINGENCY	<u>13,356.00</u>	<u>0.00</u>	<u>0.00</u>	<u>13,356.00</u>	<u>0.00%</u>
<u>EXPENSES</u>	<u>\$2,078,732.00</u>	<u>\$82,149.82</u>	<u>\$359,193.00</u>	<u>\$1,719,539.00</u>	17.28%
<u>BALANCE</u>	<u>\$0.00</u>	<u>\$63,404.25</u>	<u>(\$160,687.27)</u>	<u>\$160,687.27</u>	
33.33% OF YEAR COMPLETE					
Cash Balance as of OCTOBER 31, 2013	<u>\$399,410.45</u>				



**EXECUTIVE COMMITTEE
MEETING SUMMARY
NOVEMBER 4, 2013**

- Discussed the Executive Director's evaluation and approved a motion for TPO staff to compile the results of the individual evaluations completed by Executive Committee members for the TPO Chairperson to review and make a recommendation to the TPO Board
- Discussed the MPOAC recommendations to change Florida Statutes to allow funding from the Transportation Trust Fund to be used to develop regional trails and the removal of a section of Florida Statute 339.175 regarding the composition and limit of voting membership of MPOs
- Discussed the date of the January TPO Board meeting and its proximity to the CAC and TCC meetings and approved a motion to leave the date of the TPO Board meeting on January 22, 2014
- Approved a motion to approve the November 27, 2013 TPO Board agenda with modifications
- Discussed the types of printed materials included in the TPO agendas and recommended that larger items not be included in the printed copies but be made available for review/download online (with a notation/highlight in the agendas that the items are available online)
- Discussed the TPO Annual Retreat in February and recommended that it be held in one of the incoming cities/county locations
- Approved a motion to pursue a regional trail corridor improvement program (CIP) which will utilize existing studies and project development to make trail alignments clear and to clarify the status of gaps

THE NEXT EXECUTIVE COMMITTEE MEETING WILL BE ON MONDAY, JANUARY 6, 2014



Bicycle/Pedestrian Advisory Committee (BPAC) Meeting Summary November 13, 2013

- Approved the minutes of the October 9, 2013 BPAC meeting
- Recommended approval of Resolution 2013-## authorizing the execution of the FDOT Subrecipient grant agreement for the Pedestrian Crosswalk Safety Program
- Cancelled the December 11, 2013 BPAC meeting
- Recommended approval of the draft 2014 XU Bicycle/Pedestrian Project Proposal Requirements and scoring criteria with the following change to the feasibility study application: move the three qualifying questions regarding safety, connectivity and community assets to be included in the purpose and need statement narrative; minor grammatical correction
- Recommended approval to keep the local match requirement for XU Bicycle/Pedestrian projects at 10%
- Recommended the following funding limits for XU Bicycle/Pedestrian projects: \$1.5 million per year/ \$3 million total per project
- Appointed the Mr. Bill Pouzar to the Unified Planning Work Program (UPWP) Subcommittee
- Received a presentation on the findings of the Pedestrian Crosswalk Safety Program in Daytona Beach, New Smyrna Beach and Daytona Beach Shores
- Received a presentation on UCF's Walking School Bus Program

- Received a presentation on Traffic Safety and Signals
- Announced that the TPO will be conducting a feasibility study for the East Coast Greenway and St. Johns River to Sea Loop
- Informed that the Votran fare increases would be going into effect in February 2014 and February 2015
- Provided information on Safe Mobility for Life

*****The next BPAC meeting will be on Wednesday, January 8, 2014*****



**Transportation Disadvantaged Local Coordinating Board (TDLCB)
Meeting Summary
November 13, 2013**

- Approved the September 11, 2013 meeting minutes
- Approved the monthly paratransit reports submitted by Votran for August and September 2013
- Approved nomination of Mary Ellen Ottman to serve as Vice Chairperson for 2014
- Received update on discussion concerning paratransit services in the Volusia County service area
- Received TDLCB meeting schedule for 2014
- Announced a Mozart Requiem will be performed at the Central Baptist Church at 152 E. Fairview Avenue in Daytona Beach on Sunday, November 17, 2013. TDLCB Vice Chairperson is one of the Bel Canto Singers.

A Public Hearing on the Transportation Disadvantaged Services for Volusia County was held on November 13, 2013 immediately after the TDLCB meeting. A summary will be distributed to the Transportation Disadvantaged Local Coordinating Board as well as the Commission for the Transportation Disadvantaged in Tallahassee

Next meeting of the TDLCB will be January 8, 2014

Mr. and Mrs. Robert P. Antol
697 Winterberry Trail
DeLand, Florida 32724
Telephone: 386-740-8975

Bob 386-795-2428

Cell Phones:

Pat 386-795-2427

November 1, 2013

Volusia Transportation Planning Organization
2570 W. International Speedway Blvd., Suite 100
Daytona Beach FL 32114

ATTN: Transportation Disadvantaged Local Coordinating Board

Dear Sir or Mme.

I have been notified that my term is up as the Elder Citizens Representative to the TDLCB and requested to notify TPO whether or not I am interested in continuing as the Elder Citizens Rep.

This letter is to express my interest in continuing on the Board as the Elderly Citizens Representative, the slot I now fill.

Laws and responsibilities in this area are changing and SunRail is going forth. I believe that the work of the TDLCB is more important than ever to all our citizens and I wish to continue to assist in the improvement of transportation in our communities, our County, and the State.

For your convenience, I am e-mailing a copy of this. The original follows by mail today.

Thank you for your consideration.

Sincerely,



Patricia R. Antol

From: [Carole M. Hinkley](#)
To: [Pamela Blankenship](#)
Subject: FW: TDLCB Member Representing Center for Business Excellence
Date: Thursday, November 14, 2013 3:49:53 PM
Attachments: [image001.png](#)
[image002.png](#)

Pam,
Please add to TPO Board Agenda.
Carole

From: Robin King [mailto:robinking@cbe-fvc.org]
Sent: Thursday, November 14, 2013 3:24 PM
To: Carole M. Hinkley
Subject: RE: TDLCB Member Representing Center for Business Excellence

Good afternoon Carole,

Yes, I will be filling the TDLCB member position on behalf of Center for Business Excellence, soon to be called CareerSource Flagler-Volusia.

Thank you,
Robin

Robin King
President & CEO
Center for Business Excellence
329 Bill France Blvd.
Daytona Beach, FL 32114
Phone: (386) 323-7077 | Fax: (386) 323-2095



Please consider the environment before printing this email. CBE is committed to Going Green!

<http://www.onestops.com>

<http://www.centerforbusinessexcellence.net>

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From: Carole M. Hinkley [mailto:CMHinkley@volusiatpo.org]
Sent: Thursday, November 14, 2013 2:38 PM
To: Robin King
Cc: Pamela Blankenship
Subject: TDLCB Member Representing Center for Business Excellence

Please let us know if you will be filling the TDLCB member position which Mr. Rick Fraser left

vacant upon retirement.

Thank you,
Carole M. Hinkley

Volusia Transportation Planning Organization
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, FL 32114
(386) 756-7496 x4123
cmhinkley@volusiatpo.org

****PUBLIC RECORDS NOTICE:** The Volusia TPO is governed by the State of Florida public records law. This means email messages, including your email address and any attachments and/or information we receive online might be disclosed to any person making a public records request. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.



NOV 14 2013
BY: LB

P.O. Box 671 ~ 160 N. Beach Street
Daytona Beach, FL 32115-0671
(386) 253-4700 ~ Toll Free (888-252-6110
Fax (386) 253-6300
www.coavolusia.org

November 13, 2013

Volusia Transportation Planning Organization
Attn: TDLCB
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, FL. 32114

Dear TDLCB Chairman:

This letter is to request a change in the alternate for the TDLCB which is currently on file. Under **ELDER AFFAIRS - ALTERNATE**, please **remove Shari Day** and **add Charlene Poniatowski**. Her contact information is listed below:

Charlene Poniatowski
P. O. Box 671
Daytona Beach, FL 32115
386-253-4700 ext. 208
cponiatowski@coaiaa.org

Thank you for your assistance in this matter.

Sincerely,

Dr. Douglas Beach



Robin King
President & CEO

**EXECUTIVE
COMMITTEE**

Denise Breneman, Chair
HR Consultant

Joe Brumenschenkel
MJB Business Consulting

David Perryman
Dade Service Corp.

Ray Salazar
*United Way of Volusia
and Flagler Counties*

Kent Sharples
CEO Business Alliance

Derek Triplett
Hope Fellowship Church

John Wanamaker
Coldwell Banker

Reggie Williams
*Children's Advocacy
Center*

November 5, 2013

Ms. Carole M. Hinkley
TDLCB Staff Support
Volusia Transportation Planning Organization
2570 W. International Speedway Blvd., Ste. 100
Daytona Beach, FL 32114

Dear Ms. Hinkley:

This letter is to inform you that Mr. Rick Fraser has retired from his position as the President for the Center for Business Excellence (CBE), and I have assumed the position as President and CEO.

Additionally, I regret to inform you that Mr. André Anderson has resigned from the Transportation Disadvantaged Local Coordinating Board (TDLCB). However, the CBE supports your agency's efforts to provide much needed services to the residents of Volusia County, and we would like to nominate Mr. Kevin Thompson to participate on the TDLCB in Mr. Anderson's place. The following is Mr. Thompson's contact information as requested:

Mr. Kevin Thomson
Youth Advocate
846 Saxon Blvd.
Orange City, FL 32763
(386) 561-9744 Phone
(386) 316-9149 Cell
(386) 473-7970 Fax
kevinthompson@cbe-fvc.org

If you have any questions, please contact me at: (386) 323-7077

Sincerely,

Robin King
President & CEO

329 Bill France Blvd.
Daytona Beach, FL 32114

(386) 323-7074
TDD/Florida Relay 711
(386) 323-2095 Fax

www.centerforbusinessexcellence.net





**Transportation Disadvantaged Local Coordinating Board (TDLCB)
November 13, 2013
Annual Public Hearing Summary**

- Mr. Bob Lassone asked about the hours that determine service for those living outside the area regarding Transportation Disadvantaged vs. the overall program service.
- Ms. Heather Blanck, Votran, explained that the Transportation Disadvantaged Service is operated according to regular service hours and ADA transportation is operated consistent with operating routes; if within the ADA corridor with night routes then night service is available. Transportation Disadvantaged does not have night service.
- Mr. Lassone stated currently there is service Monday to Saturday on the east side of the county until midnight. He inquired if the Transportation Disadvantaged could request service after 6:00 p.m. because there is night service elsewhere in the county.
- Ms. Blanck responded that Transportation Disadvantaged trips do not get funded for the same level of service as ADA transportation. She stated there currently is service across 1,200 square miles of the county; there is no night service on the west side of the county at this time.
- Mr. Lassone asked what the law required and if the law required providing service that is provided elsewhere in the same time-frame.
- TDLCB Chairman Josh Wagner stated a service would have to be changed to add Transportation Disadvantaged night service in the budget; increasing a service means reducing it somewhere else, which would mean a shift in resources.
- Ms. Patricia Antol, Elderly Citizens, stated Transportation Disadvantaged is not the same as ADA and service is based on the corridors in which they fall.
- Ms. Blanck stated that Transportation Disadvantaged funds provide service beyond ADA transportation currently being offered; for those people who live beyond $\frac{3}{4}$ mile of a fixed route service area they have the opportunity to board with door-to-door service because they do not have access to the fixed route services. These funds provide service within urban and small urban areas. Rural areas are funded with 5311 funds. All funding provided for those service is utilized every year.



- Mr. Lassone asked if it was possible to request an increase in the 5311 funds.
- Ms. Diane Poitras, FDOT, stated the 5311 funds are allocated based on population and the state budget was reduced and so those funds were reduced also.
- Mr. Kurt Ottman indicated he did not wish to make any comments at this time.
- Mr. Carlos Montas, rehabilitation counselor with the Division of Blind Services, stated there is a huge gap in transportation between the east and west parts of the county which is creating issues for some of his clients going from the west to the east side of the county. It is difficult and limits employment opportunities. In reference to the new Votran website, he suggested it might be useful to have a group of testers to test the website in beta form to troubleshoot and confirm it is compliant with Section 508 of the Rehabilitation Act.
- Ms. Judy Craig, Disabled Citizens, stated when she uses the bus to come to the west side of the county, for an appointment, meeting, etc., the last paratransit bus is at 4:00 p.m., and anyone working must leave by that time also or will not have a way back.
- Ms. Antol stated when she was still working she faced the same issue; she would have had to leave work in Deland at 3:05 p.m. in order to catch the last bus to Pierson. It is a problem everywhere.
- Council Member Wagner stated that funding is the issue; it is necessary to find a way to fund transportation and also to support the sales tax.



**Volusia Transportation Planning Organization (TPO) Board
October 23, 2013
Meeting Summary**

- Ⓜ Approved the consent agenda including the following items:
 - September 25, 2013 Volusia TPO Board meeting minutes
 - Approval of Volusia TPO Annual FY 2012/13 Audit
- Ⓜ Approved Resolution 2013-24 amending the FY 2013/14 – 2017/18 Transportation Improvement Program (TIP)
- Ⓜ Received an update on the status of the Alternatives Analysis funding options and informed that the Volusia County Council would need to decide on the projects with which to do the funding swap
- Ⓜ Informed by FDOT that the TPO Board would need to make a decision on the funding swap by November in order for FDOT to process the amendment
- Ⓜ Received a presentation on the Volusia TPO Priority Process Requirements and requested feedback from the members regarding the evaluation criteria, local match requirements, project funding caps, project eligibility and cost overruns
- Ⓜ Received a presentation on Intermodal Transit Station Study and announced a public participation meeting on November 14 at Daytona State College
- Ⓜ Received a presentation on FDOT landscaping grants and discussed of the process for a road to be classified as a state road
- Ⓜ Received the FDOT report
- Ⓜ Received Executive Director update on reapportionment, noting that Palm Coast has scheduled a discussion regarding the resolution supporting reapportionment for November 12; Received an update on the recent trail ceremony recognizing the Coast to Coast Connector Trail
- Ⓜ Received public comment announcing an “Autumn in the Oaks” event in DeLeon Springs on October 26
- Ⓜ Requested board members provide feedback to Executive Committee members regarding the Executive Director for the annual evaluation which must be completed by November

*****The next meeting of the Volusia TPO Board will be November 27, 2013*****



**LEGISLATIVE ISSUES SUBCOMMITTEE
NOVEMBER 14, 2013
MEETING SUMMARY**

- Reviewed the 2013 TPO Legislative Priorities and 2014 MPOAC Priorities and the discussed the draft 2014 TPO Legislative Priorities
- Recommended approval of the draft Volusia TPO 2014 Legislative Priorities and recommended changes
- Discussed and recommended the use of legislative bill tracking service

NO FURTHER MEETINGS OF THE LEGISLATIVE SUBCOMMITTEE HAVE BEEN SCHEDULED



**Summary of MPOAC
Staff Directors and Governing Board Meetings
October 30, 2013**

- Approved minutes of July 25, 2013 meeting
- Received the Executive Director's Report – Mr. Howard Glassman, Executive Director of the MPOAC, presented the 1st quarter budget report for Fiscal Year 2013/14 including July 1 – September 30, 2013 noting that the organization is operating within its budget. Expenditures totaled roughly 20% of the annual budget with a remaining balance of \$395,995.

Mr. Glassman and Mr. Paul Gogleman, General Counsel for the MPOAC discussed the adoption of procedures relating to "Right-to-Speak" Legislation (SB 50) adopted during the 2013 Florida Legislative Session. Resolution 2013-1 was presented with two alternatives for enacting the changes. Alternative #2, repealing the existing rules and adopting a resolution that incorporates the revisions and posting the changes on the MPOAC website, was approved unanimously. Highlights of the resolution included the following:

- Opportunity for public comment on non-agenda items will be included early in the meeting with speakers limited to three (3) minutes and overall discussion limited to 15 minutes. Extensions may be permitted by the Chair for good cause.
- Opportunity for public comment on agenda items will be provided prior to discussion on each item with the same time limitation on public speakers.
- Opportunity for public comment will also be provided at the end of a meeting consistent with the format used at the opening of the meeting.

Discussion by the members also clarified that the agenda is set in advance at the discretion of the Executive Director and Chair.

Mr. Glassman also presented a draft of the **2014 Legislative Policy Positions** developed by the Policy Subcommittee. Lengthy discussion occurred which resulted in several changes to the positions including:

- Adding a fourth item to the Priority Policy section that would support the modification of Florida Law to permit the use of dollars from the Transportation Trust Fund for the development of regional multi-use trails as identified by the statewide trails plan.
- Modifying an item under the Additional Policy Positions section regarding MPO board membership as defined by Florida Statute 339.175. The MPOAC members agreed to strike the paragraph pertaining to the city-county voting distribution and the cap on MPO membership.

Mr. Glassman reported on the status of the MPO Institute and strategies to encourage attendance during the upcoming year. He also presented the MPOAC meeting schedule for calendar year 2014.

FDOT Report – Mr. Jim Wood, FDOT Office of Policy Planning, gave the following report on FDOT activities:

- Future Corridors – He notified the group that the study report for Tampa Bay to Central Florida is complete and is posted on line. He also stated that a pilot evaluation between South Orlando and the Melbourne/Cocoa area and from Tampa to Northeast Florida/Jacksonville is underway. He reminded participants that the studies were designed to identify long-term strategies to facilitate east-west travel on facilities parallel to I-4 through a collaborative process spanning the Super Region.
- Unfunded Needs – He also briefed the group on efforts to define and develop guidance regarding the development of unfunded transportation needs. The lack of guidance produces wide ranging results that are less beneficial to planning and funding discussions.
- MPO Reaffirmation/Redesignation/Reapportionment – the Governor has approved reapportionment plans for 13 MPOs; a package of 6 MPOs are being presented to the Governor in coming days. Mr. Wood also announced that it is likely that they will approve the formation of one new MPO (Sebring/Avon Park/Highlands area). Members discussed this at length, expressing concerns over the impact this will have on existing MPOs.
- Recreational Trails – He informed the group that RTP funding available prior to MAP-21 was still available and that an application cycle was currently underway (projects are typically under \$200,000). He also explained that the Governor is supportive of trail development and that the opt-out was an attempt to allow for greater flexibility in the use of the Transportation Alternative Program (TAP) funding.
- PL Formula Fund changes – a lengthy discussion occurred regarding “off-the-top” allocations of planning funds available to MPO’s. Funding increases for items such as NARC dues and MPOAC operations have already been approved as part of the budget process and FDOT was seeking approval to incorporate these into the PL Formula Table. After a clarifying discussion, the MPOAC supported the request.
- FHWA Report – Ms. Lee Ann Jacobs, Planning and Programs Coordinator for FHWA announced the opening of an Orlando office for FHWA, explained the staffing changes within the Florida division and introduced several new staff members. She reminded members that they are looking for responses by December for the MPO Freight Program Assessment and shared the noteworthy practices identified in a Federal review of STIPs. Karen Brunelle, Director, FHWA Office of Project Development, reported the following:
 - The updated organizational chart for FHWA in Florida.
 - The award of 52 TIGER 5 grant applications including 3 within Florida.
 - Impacts of sequestration which have resulted in a reduction of NHPP funding.
 - Notice for Proposed Rule Making for changes to Categorical Exclusions and announced that rule making for performance based planning is expected to be issued soon.
 - Discussed the proposed FHWA/FTA Policy Guidance regarding transit representation on MPOs serving TMAs.
- Florida’s Rail Initiative – Mr. Fred Wise, Executive Director of the Florida Rail Enterprise presented information about rail initiatives ongoing in the state including freight and passenger services. He discussed activities in south Florida in support of the Port of Miami, the All Aboard Florida service planned to begin operations in 2016, Tri-Rail expansion, Amtrak service, SunRail, and the Intermodal Logistics Center (ILC) in Winter Haven. He also discussed safety and quiet zone issues.

- Mobility Performance Measures – Mr. Doug McLeod, FDOT Planning Manager for Mobility Performance Measures provided an overview of the efforts to develop performance measures as required through MAP-21. He recognized the efforts of the MPO members assisting with this effort by participating on the Statewide Mobility Performance Team. He also provided a timeline that indicated the USDOT may release a Notice of Proposed Rule Making near the end of 2013 with a comment period and completion in spring 2014. The state would then set targets by spring 2016 and the MPOs would have six months to set targets, with an estimated completion by fall of 2016. He acknowledged that this was outside of the timeframes for LRTP adoption, but encouraged MPOs to include some performance measures as part of the plan development.
- Transportation for America – Ms. Erica Young, Director of Strategic Partnerships for Transportation for America (T4A) gave a very brief introduction of the organization. T4A is an alliance of elected, business and civic leaders from around the nation that have united to ensure that state and federal government invest in smart, locally-driven transportation solutions as a means to support economic prosperity. Ms. Young discussed the organization and highlighted issues of interest to MPOs including transportation funding.
- Communications – Mr. Glassman limited his comments out of respect for time.
- Member Comments – Members recognized ongoing activities of the Freight Committee and the TIP Users Group but deferred discussion due to limited time.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2013-25

**RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION SUPPORTING THE
FDOT SUBGRANT APPLICATION FOR HIGHWAY SAFETY FUNDS FOR THE PEDESTRIAN CROSSWALK
SAFETY PROGRAM**

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) 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, the Florida Department of Transportation (FDOT) and the Volusia TPO are committed to accommodating bicyclists and pedestrians as an integral element of the transportation system; and

WHEREAS, the Volusia TPO has an ongoing Pedestrian Crosswalk Safety Initiative; and

WHEREAS, this initiative shall use countermeasures focusing on the areas of education, encouragement, enforcement and evaluation to improve the safety of pedestrians in crosswalks; and

WHEREAS, this initiative shall increase awareness of pedestrian and motor vehicle safety laws to all road users in an effort to reduce crashes resulting in fatalities and injuries of pedestrians and motorists on Florida's roadways.

NOW, THEREFORE, BE IT RESOLVED, that the Volusia TPO has chosen to support the FDOT Subgrant Application for Highway Safety Funds for the Pedestrian Crosswalk Safety Program and the Chairperson of the Volusia TPO (or her designee) is hereby authorized and directed to submit this resolution to the Florida Department of Transportation Safety Office.

DONE AND RESOLVED at the regularly convened meeting of the Volusia TPO held on the 27th day of November, 2013.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

**CITY OF SOUTH DAYTONA, VICE MAYOR NANCY LONG
CHAIRPERSON, 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 November 27, 2013.

ATTEST:

**PAMELA C. BLANKENSHIP, RECORDING SECRETARY
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION**

**MEETING SUMMARY
TPO BOARD
NOVEMBER 27, 2013**

V. ACTION ITEMS

A. REVIEW AND APPROVAL OF REVISIONS TO VOLUSIA TPO TRANSPORTATION PRIORITY PROCESS APPLICATION AND SCORING CRITERIA

Background Information:

Proposed revisions to the Volusia TPO's Transportation Priority Process applications and scoring criteria are included with this agenda for your review and approval. Revisions to the applications and scoring criteria for XU Traffic Operations/ITS/Safety projects and Transportation Alternatives Program (TAP) projects were approved by the CAC and TCC; revisions to the application and scoring criteria for XU Bicycle/Pedestrian projects were approved by the BPAC. A final copy as well as a marked-up version (with underlined type to indicate additions and struck-through type to indicate deletions) are enclosed.

The most notable revisions are:

1. FDOT's Project Information Application Form has been incorporated into the VTPO applications for project implementation and the VTPO applications have been revised to eliminate redundancies.
2. The XU Traffic Operations/ITS/Safety Project Application for Feasibility Studies now requires short narrative responses to four key criteria: location, mobility and operational benefits, safety benefits, and support for comprehensive planning goals and economic vitality. This provides a better means for scoring and ranking these applications.
3. The XU Traffic Operations/ITS/Safety Project Application for Project Implementation now awards extra points for local match greater than the required 10% (similar to what now exists for XU Bicycling/Pedestrian Projects).
4. The BPAC recommended that project funding limits be placed on XU Bicycle/Pedestrian Projects equal to what is now in place for XU Traffic Operations/ITS/Safety Projects - \$1.5 million in any single application cycle and \$3 million for multiple cycles. Currently there are no funding limits for XU Bicycle/Pedestrian Projects.

The standing committees did not recommend any changes to the local match commitment for any of the project categories (XU Traffic Operations/ITS/Safety Projects at 10%, Transportation Alternatives Projects at 20%, XU Bicycle/Pedestrian Projects at 10%).

ACTION REQUESTED:

MOTION TO APPROVE REVISIONS TO VOLUSIA TPO TRANSPORTATION PRIORITY PROCESS APPLICATION AND SCORING CRITERIA



2014 Application for Project Prioritization

XU Traffic Operations/ITS/Safety Projects

January 2014

General Instructions:

For the 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.

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.

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;
7. traffic incident response plans;
8. realignment of a road;

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.

General Instructions

XU Traffic Operations/ITS/Safety Project Application

Pg. 2 of 2

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 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.



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.]

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.

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 worthwhile 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: _____

Criteria #1 through #4, below, will be used to evaluate and rank each application for Feasibility Study. For Criteria #1, the applicant must indicate the functional classification of the roadway on which the proposed improvement will be located. For Criteria # 2 through #4, the applicant must provide commentary explaining how and to what degree the proposed improvement will address the criteria.

Criteria #1 - Location – Indicate the functional classification of the roadway on which the proposed improvement is located.

Principal Arterial	Minor Arterial	Major Collector	Minor Collector	Local Street	Not Applicable
<input type="radio"/> 4	<input type="radio"/> 3	<input type="radio"/> 2	<input type="radio"/> 1	<input type="radio"/> 0	<input checked="" type="radio"/> 0

Criteria #2 - Mobility and Operational Benefits – The proposed project will significantly reduce traffic congestion and/or delays.

Commentary: _____

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
<input type="radio"/> 4	<input type="radio"/> 3	<input type="radio"/> 2	<input type="radio"/> 1	<input checked="" type="radio"/> 0

Criteria #3 - Safety Benefits – The project will significantly reduce the number and/or severity of crashes; it will significantly reduce the number of fatalities and/or serious injuries.

Commentary: _____

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
<input type="radio"/> 4	<input type="radio"/> 3	<input type="radio"/> 2	<input type="radio"/> 1	<input checked="" type="radio"/> 0

Criteria #4 - Support of Comprehensive Planning Goals and Economic Vitality – The proposed project will directly contribute to the achievement of one or more goals/objectives in the adopted comprehensive plan; it 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).

Commentary: _____

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
<input type="radio"/> 4	<input type="radio"/> 3	<input type="radio"/> 2	<input type="radio"/> 1	<input checked="" type="radio"/> 0



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.

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	<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/SEMP ²	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.

² A Systems Engineering Management Plan (SEMP) is generally required for ITS projects.

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 ³	<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 ⁴ , access management or ITS improvements ⁵	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. ⁶	Select only one	No	<input type="checkbox"/>	0
		Yes	<input type="checkbox"/>	0 - 5
Subtotal				0 - 30

³ Attach Traffic Signal Timing Study.

⁴ Attach Warrant Study to application; otherwise VTPO staff will assume that a Warrant Study justifying the improvement has not been completed.

⁵ 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.

⁶The 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 ⁷			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 ⁸ , corridor crashes per million vehicle miles ⁸ , 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

⁷ 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.

⁸ 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 ⁹	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 ¹⁰	Select all that apply	<input type="checkbox"/>	0 - 4
Relocation of public/private water or sewer utility is not required ¹⁰		<input type="checkbox"/>	0 - 4
Relocation of telephone, power, cable TV utilities is not required ¹¹		<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

⁹ ADA pedestrian crossings at intersections may impact drainage significantly. Attached Traffic Study should address drainage impacts.

¹⁰ 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.

¹¹ Typically, above ground utilities are not affected except for widening and turn lane projects.

Commentary: _____

Criterion #7 – Local Matching Funds > 10% (10 points max.)

If local matching funds greater than 10% of the estimated project cost are available, describe the local matching fund package in detail.

Local Matching Funds > 10%	Check One	Max. Points
Is a local matching fund package greater than 10% of the estimated project cost documented for the project?		
10.0% < Local Matching Funds < 12.5%	<input type="checkbox"/>	1
12.5% ≤ Local Matching Funds < 15.0%	<input type="checkbox"/>	2

15.0% ≤ Local Matching Funds < 17.5%	<input type="checkbox"/>	3
17.5% ≤ Local Matching Funds < 20.0%	<input type="checkbox"/>	4
20.0% ≤ Local Matching Funds < 22.5%	<input type="checkbox"/>	5
22.5% ≤ Local Matching Funds < 25.0%	<input type="checkbox"/>	6
25.0% ≤ Local Matching Funds < 27.5%	<input type="checkbox"/>	7
27.5% ≤ Local Matching Funds < 30.0%	<input type="checkbox"/>	8
30.0% ≤ Local Matching Funds < 32.5%	<input type="checkbox"/>	9
32.5% ≤ Local Matching Funds	<input type="checkbox"/>	10
Maximum Point Assessment		10

Criterion #7 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:

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): [Redacted] FAN: TBD [Redacted]

Name of Project: [Redacted]

Local Agency Contact (Project Manager): [Redacted]

Phone: [Redacted] Email Address: [Redacted]

Project Scope/Description, Termini, Project Length:

[Redacted]

Design Procurement Method:

- In-House Design Advertisement

Design Fee Estimate: \$ [Redacted] (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: _____



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;

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.

General Instructions

XU Traffic Operations/ITS/Safety Project Application

Pg. 2 of 2

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;
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: _____

Criteria #1 through #4, below, will be used to evaluate and rank each application for Feasibility Study. For Criteria #1, the applicant must indicate the functional classification of the roadway on which the proposed improvement will be located. For Criteria # 2 through #4, the applicant must provide commentary explaining how and to what degree the proposed improvement will address the criteria.

Criteria #1 - Location – Indicate the functional classification of the roadway on which the proposed improvement is located.

<i>Principal Arterial</i>	<i>Minor Arterial</i>	<i>Major Collector</i>	<i>Minor Collector</i>	<i>Local Street</i>	<i>Not Applicable</i>
<input type="radio"/> 4	<input type="radio"/> 3	<input type="radio"/> 2	<input type="radio"/> 1	<input type="radio"/> 0	<input checked="" type="radio"/> 0

Criteria #2 - Mobility and Operational Benefits – The proposed project will significantly reduce traffic congestion and/or delays.

Commentary: _____

<i>Strongly Agree</i>	<i>Agree</i>	<i>Neither Agree nor Disagree</i>	<i>Disagree</i>	<i>Strongly Disagree</i>
<input type="radio"/> 4	<input type="radio"/> 3	<input type="radio"/> 2	<input type="radio"/> 1	<input checked="" type="radio"/> 0

Criteria #3 - Safety Benefits – The project will significantly reduce the number and/or severity of crashes; it will significantly reduce the number of fatalities and/or serious injuries.

Commentary: _____

<i>Strongly Agree</i>	<i>Agree</i>	<i>Neither Agree nor Disagree</i>	<i>Disagree</i>	<i>Strongly Disagree</i>
<input type="radio"/> 4	<input type="radio"/> 3	<input type="radio"/> 2	<input type="radio"/> 1	<input checked="" type="radio"/> 0

Criteria #4 - Support of Comprehensive Planning Goals and Economic Vitality – The proposed project will directly contribute to the achievement of one or more goals/objectives in the adopted comprehensive plan; it 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).

Commentary:

<i>Strongly Agree</i>	<i>Agree</i>	<i>Neither Agree nor Disagree</i>	<i>Disagree</i>	<i>Strongly Disagree</i>
<input checked="" type="radio"/> <u>4</u>	<input checked="" type="radio"/> <u>3</u>	<input type="radio"/> <u>2</u>	<input type="radio"/> <u>1</u>	<input type="radio"/> <u>0</u>



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		

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/ <u>SEMP</u> ²	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.

² A Systems Engineering Management Plan (SEMP) is generally required for ITS projects.

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 ²³	<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 ³⁴ , access management or ITS improvements ⁴⁵	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. ⁵⁶	Select only one	No	<input type="checkbox"/>	0
		Yes	<input type="checkbox"/>	0 - 5
Subtotal				0 - 30

²³ Attach Traffic Signal Timing Study.

³⁴ Attach Warrant Study to application; otherwise VTPO staff will assume that a Warrant Study justifying the improvement has not been completed.

⁴⁵ 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.

⁵⁻⁶The 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 ^{6Z}			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 ^{7B} , corridor crashes per million vehicle miles ^{7B} , 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

^{6Z} 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.

^{7B} 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 ⁸⁹	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 ⁹¹⁰	Select all that apply	<input type="checkbox"/>	0 - 4
Relocation of public/private water or sewer utility is not required ⁹¹⁰		<input type="checkbox"/>	0 - 4
Relocation of telephone, power, cable TV utilities is not required ¹⁰¹¹		<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

⁸⁹ ADA pedestrian crossings at intersections may impact drainage significantly. Attached Traffic Study should address drainage impacts.

⁹⁻¹⁰ 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.

¹⁰⁻¹¹ Typically, above ground utilities are not affected except for widening and turn lane projects.

Commentary: _____

Criterion #7 – Local Matching Funds > 10% (10 points max.)

If local matching funds greater than 10% of the estimated project cost are available, describe the local matching fund package in detail.

Local Matching Funds > 10%	Check One	Max. Points
<u>Is a local matching fund package greater than 10% of the estimated project cost documented for the project?</u>		
<u>10.0% < Local Matching Funds < 12.5%</u>	<input type="checkbox"/>	<u>1</u>
<u>12.5% ≤ Local Matching Funds < 15.0%</u>	<input type="checkbox"/>	<u>2</u>

<u>15.0% ≤ Local Matching Funds < 17.5%</u>	<input type="checkbox"/>	<u>3</u>
<u>17.5% ≤ Local Matching Funds < 20.0%</u>	<input type="checkbox"/>	<u>4</u>
<u>20.0% ≤ Local Matching Funds < 22.5%</u>	<input type="checkbox"/>	<u>5</u>
<u>22.5% ≤ Local Matching Funds < 25.0%</u>	<input type="checkbox"/>	<u>6</u>
<u>25.0% ≤ Local Matching Funds < 27.5%</u>	<input type="checkbox"/>	<u>7</u>
<u>27.5% ≤ Local Matching Funds < 30.0%</u>	<input type="checkbox"/>	<u>8</u>
<u>30.0% ≤ Local Matching Funds < 32.5%</u>	<input type="checkbox"/>	<u>9</u>
<u>32.5% ≤ Local Matching Funds</u>	<input type="checkbox"/>	<u>10</u>
Maximum Point Assessment		<u>10</u>

Criterion #7 Description (if needed):

Volusia TPO
2014 Application for Project Prioritization
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.
- 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.
- c) Right-of-way (ROW) information as available. (*i.e., deeds, easements, donations, recordable documents*).
- d) Project cost estimates. (*i.e., FDOT's Long Range Estimates (LRE)*).
- e) Documentation of commitment to provide required matching funds.
- 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
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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.

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.]

(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): [Redacted] FAN: TBD

Name of Project: [Redacted]

Local Agency Contact (Project Manager): [Redacted]

Phone: [Redacted] Email Address: [Redacted]

Project Scope/Description, Termini, Project Length:
[Redacted]

Design Procurement Method:
 In-House Design Advertisement

Design Fee Estimate: \$ [Redacted] (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): [Redacted] FAN: TBD [Redacted]

Name of Project: [Redacted]

Project Manager: [Redacted] Phone: [Redacted]

Email Address: [Redacted]

Project Scope/Description, Termini, Project Length:

[Redacted]

CEI Procurement Method:

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

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

Const Estimate (LAP Projects Only) \$ [Redacted] (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: _____

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): _____



2014 DRAFT Application for Project Prioritization **XU Bicycle/Pedestrian Projects**

January 2014

General Instructions:

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

The VTPO has two different application forms for XU Bicycle/Pedestrian 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.

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.

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

Incomplete applications will not be accepted.

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

Initial Project Screening:

Any project submitted by a local government for consideration needs to meet the following screening criteria:

For any proposed facility to be considered eligible through the TPO process, the project must be included on the *Volusia TPO's Bicycle/Pedestrian Plan*.

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.

Is this **Sidewalk** project at least 5 feet wide?

- If **Yes** – the project is eligible.
- If **No** – the project application is not acceptable.

Funding Requirements:

VTPO Resolution 2013-09 requires a local match of ten percent (10%) of the total amount of XU funds programmed for each project. For this purpose, local match is defined as non-federal cash match and/or in-kind services that advance the project. The local match for feasibility studies can only be satisfied with a non-federal cash match. 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. Projects whose sponsors are willing and able to provide a local match **greater than 10%** will be awarded additional points.

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 XU 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. These projects will be ranked separately and only the top two (2) projects will be recommended for funding in a given year. All project applications are subject to approval by the Volusia TPO Board.

Project Application Submittal Requirements:

Any project submitted by a local government for consideration MUST include the following information/materials:

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. If you are unable to produce an electronic document as prescribed here, please call us to discuss other options.
7. 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.
8. Submit any available right-of-way information.
9. **Each application MUST include a Project Map** that clearly identifies the termini of the project, Proximity to Community Assets and Network Connectivity through the use of a one (1) mile radius buffer for Shared Use Path projects and a one-half (½) mile radius buffer for Sidewalk projects. Maximum map size is 11" x 17".
10. In addition, all maps MUST include a **Scale** (in subdivisions of a mile), **North Arrow**, **Title** and **Legend**. Photographs are optional.



2014 DRAFT Application for Project Prioritization – FEASIBILITY STUDY

XU Bicycle/Pedestrian 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 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.]

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.

Project Purpose and Need Statement:

In the space provided below, describe the purpose and need for this proposed project. It is very important that the Purpose and Need Statement is clear and complete. It will be the principle consideration in ranking the project application for a feasibility study. It must convince the public and decision-makers that the expenditure of funds is necessary and worthwhile and that the priority the project is being given relative to other needed transportation projects is warranted. The Purpose and Need Statement will also help to define the scope for the feasibility study, the consideration of alternatives (if appropriate), and project design.

The purpose is analogous to the problem. It should focus on particular issues regarding the transportation system (e.g., Proximity to Community Assets (Criterion #1), Connectivity (Criterion #2), Safety (Criterion #3) and Public Support/Special Considerations (Criterion #4)). Other important issues to be addressed by the project 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 provide a connection between a park and a school." It should avoid stating a solution as a purpose, such as: "The purpose of the project is to add a sidewalk." 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: _____



2014 DRAFT Application for Project Prioritization – PROJECT IMPLEMENTATION

XU Bicycle/Pedestrian 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 attached.]

Commentary: _____

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

Criteria Summary:

Priority Criteria	Points
(1) Proximity to Community Assets	30
(2) Connectivity	30
(3) Safety	25
(4) Public Support/Special Considerations	5
(5) Local Matching Funds > 10%	10
(6) Value-Added Tie Breaker (if necessary)	variable
Total (excluding Value-Added Tie Breaker)	100

Criterion #1 – Proximity to Community Assets (30 points max.)

This measure will estimate the potential demand of bicyclists and pedestrians based on the number of productions or attractions the facility may serve within a one (1) mile radius for Shared Use Paths or a one-half (½) mile radius for Sidewalks. A maximum of 30 points will be assessed overall, and individual point assignments will be limited as listed below.

List and describe how the facilities link directly to community assets and who is being served by the facility. Show each of the Community Assets on a Project Area Map through the use of a buffer: a one (1) mile radius for Shared Use Path projects or a one-half (½) mile radius for Sidewalk projects.

Proximity to Community Assets	Check All that Apply	Max. Points
Residential developments, apartments, community housing	<input type="checkbox"/>	5
Activity centers, town centers, office parks, post office, city hall/government buildings, shopping plaza, malls, retail centers	<input type="checkbox"/>	5
Parks, trail facilities, recreational facilities	<input type="checkbox"/>	5
Medical/health facilities, nursing homes, assisted living, rehabilitation center	<input type="checkbox"/>	5

School bus stop	<input type="checkbox"/>	5
Schools	<input type="checkbox"/>	5
Maximum Point Assessment		30

Criterion #1 Description (if needed): _____

Criterion #2 – Connectivity (30 points max.)

This measure considers the gaps that exist in the current network of bike lanes, bike paths and sidewalks. The measurement will assess points based on the ability of the proposed project to join disconnected networks or complete fragmented facilities.

List and describe how this project fits into the local and regional bicycle/pedestrian networks and/or a transit facility. Depict this on the map and describe in the document.

Network Connectivity	Check All that Apply	Max. Points
Project provides access to a transit facility	<input type="checkbox"/>	5
Project extends an existing bicycle/pedestrian facility (at one end of the facility)	<input type="checkbox"/>	5
Project provides a connection between two existing or planned/programmed bicycle/pedestrian facilities	<input type="checkbox"/>	10
Project has been identified as “needed” in an adopted document (e.g., comprehensive plan, master plan, arterial study)	<input type="checkbox"/>	10
Maximum Point Assessment		30

Criterion #2 Description (if needed): _____

Criterion #3 – Safety (25 points max.)

This measure provides additional weight to applications that have included safety as a component of the overall project and includes school locations identified as hazardous walking/biking zones and areas with significant numbers of safety concerns.

List and describe whether the proposed facility is located within a “hazardous walk/bike zone” in the Volusia TPO planning area and provide documentation that illustrates how bicycle or pedestrian safety could be enhanced by the construction of this facility.

Safety	Check All that Apply	Max. Points
The project is located in an area identified as a hazardous walk/bike zone by Volusia or Flagler County School District Student Transportation Services and within the Volusia TPO planning area. If applicable, provide documentation.	<input type="checkbox"/>	15
The project removes or reduces potential conflicts (bike/auto and ped/auto). There is a pattern of bike/ped crashes along the project route. If applicable, provide documentation such as photos or video of current situation/site or any supportive statistics or studies.	<input type="checkbox"/>	10
Maximum Point Assessment		25

Criterion #3 Description (if needed): _____

For more information, contact Volusia or Flagler County School District Student Transportation Services and refer to Florida Statute 1006.23.

Criterion #4 – Public Support/Special Considerations (5 points max.)

Describe whether the proposed facility has public support and provide documentation (e.g., letters of support/signed petitions/public comments from community groups, homeowners associations, school administrators). Describe any special issues or concerns that are not being addressed by the other criteria.

Special Considerations	Check All that Apply	Max. Points
Is documented public support provided for the project? Are there any special issues or concerns?	<input type="checkbox"/>	5
Maximum Point Assessment	<input type="checkbox"/>	5

Criterion #4 Description (if needed): _____

Criterion #5 – Local Matching Funds > 10% (10 points max.)

If local matching funds greater than 10% of the estimated project cost are available, describe the local matching fund package in detail.

Local Matching Funds > 10%	Check One	Max. Points
Is a local matching fund package greater than 10% of the estimated project cost documented for the project?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10.0% < Local Matching Funds < 12.5%	<input type="checkbox"/>	1
12.5% ≤ Local Matching Funds < 15.0%	<input type="checkbox"/>	2
15.0% ≤ Local Matching Funds < 17.5%	<input type="checkbox"/>	3
17.5% ≤ Local Matching Funds < 20.0%	<input type="checkbox"/>	4
20.0% ≤ Local Matching Funds < 22.5%	<input type="checkbox"/>	5
22.5% ≤ Local Matching Funds < 25.0%	<input type="checkbox"/>	6
25.0% ≤ Local Matching Funds < 27.5%	<input type="checkbox"/>	7
27.5% ≤ Local Matching Funds < 30.0%	<input type="checkbox"/>	8
30.0% ≤ Local Matching Funds < 32.5%	<input type="checkbox"/>	9
32.5% ≤ Local Matching Funds	<input type="checkbox"/>	10
Maximum Point Assessment		10

Criterion #5 Description (if needed): _____

Criterion #6 – Value-Added Tie Breaker (if necessary) (variable points)

Projects with equal scores after evaluations using the five Project Proposal Criteria are subject to the Value-Added Tie Breaker. The BPAC and Project Review Subcommittee are authorized to award tie breaker points based on the additional value added by the project. A written explanation of the circumstances and amount of tie breaker points awarded for each project will be provided.

Volusia TPO 2014 Priority Process for XU Bicycle/Pedestrian Projects

Feasibility Studies

1. Local government submits project(s)
2. BPAC reviews and ranks projects for feasibility studies
3. The TPO Board will approve a final ranking of all projects
4. TPO requests a Fee Proposal from consultant to perform a feasibility study
5. TPO schedules a scoping meeting with the consultant and local government
6. Consultant provides Fee Proposal to TPO
7. Local government pays the 10% local match for the feasibility study based on the Fee Proposal. TPO pays the majority of the cost for a consultant to perform feasibility studies on the highest ranking projects. (Local governments can bypass the TPO Study if they pay for the feasibility study themselves.)
8. TPO gives the consultant a Notice to Proceed on the feasibility study
9. Draft feasibility study is reviewed and approved by the TPO and local government
10. Final feasibility study is completed

Project Implementation

1. Local government submits project(s) and an official letter agreeing to pay 10% of the programmed project implementation cost, and agreeing to pay for any cost overruns
2. BPAC reviews and ranks projects for project implementation
3. The TPO Board will approve a final ranking of all projects
4. TPO coordinates with FDOT to program the project in the next available fiscal year of the FDOT Work Program
5. Construction of top ranked project: 2-4 years



2013 ~~2014~~ DRAFT Application for Project Prioritization XU Bicycle/Pedestrian 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 Bicycle/Pedestrian 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 Bicycle/Pedestrian Project application form whether applying for a Feasibility Study or for Project Implementation.~~

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 a Feasibility Study, you must complete the application through the Purpose and Need Statement. When applying for Project Implementation, you must complete the entire application. Information that was provided previously in an application for a 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.

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

Initial Project Screening:

Any project submitted by a local government for consideration needs to meet the following screening criteria:

For any proposed facility to be considered eligible through the TPO process, the project must be included on the *Volusia TPO's Bicycle/Pedestrian Plan*.

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.

Is this **Sidewalk** project at least 5 feet wide?

- If **Yes** – the project is eligible.
- If **No** – the project application is not acceptable.

~~Is the project within 1 mile of a community asset?~~

~~— If Yes — the project is eligible.~~

~~— If No — the project application is not acceptable.~~

~~Does the project connect to another bicycle/pedestrian/transit facility?~~

~~— If Yes — the project is eligible.~~

~~— If No — the project application is not acceptable.~~

~~Is safety a component of the overall project?~~

~~— If Yes — the project is eligible.~~

~~— If No — the project application is not acceptable.~~

Funding Requirements:

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. For this purpose, local match is defined as non-federal cash match and/or in-kind services that advance the project. The local match for feasibility studies can only be satisfied with a non-federal cash match. 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. Projects whose sponsors are willing and able to provide a local match **greater than 10%** will be awarded additional points.

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 XU 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. These projects will be ranked separately and only the top two (2) projects will be recommended for funding in a given year. All project applications are subject to approval by the Volusia TPO Board.

Project Application Submittal Requirements:

Any project submitted by a local government for consideration MUST include the following information/materials:

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. If you are unable to produce an electronic document as prescribed here, please call us to discuss other options.
7. 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.

8. Submit any available right-of-way information.
9. **Each application MUST include a Project Map** that clearly identifies the termini of the project, Proximity to Community Assets and Network Connectivity through the use of a one (1) mile radius buffer for Shared Use Path projects and a one-half (½) mile radius buffer for Sidewalk projects. Maximum map size is 11" x 17".
10. In addition, all maps MUST include a **Scale** (in subdivisions of a mile), **North Arrow**, **Title** and **Legend**. Photographs are optional.

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



2013 2014 DRAFT Application for Project Prioritization – FEASIBILITY STUDY

XU Bicycle/Pedestrian 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 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.

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):

- ÿ the proposed improvement is located on the Federal-aid system;
- ÿ 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 the Purpose and Need Statement is clear and complete. It will be the principle consideration in ranking the project application for a feasibility study. It must convince the public and decision-makers that the
2014 DRAFT XU Bicycle/Pedestrian Project Application

expenditure of funds is necessary and worthwhile and that the priority the project is being given relative to other needed transportation projects is warranted. The Purpose and Need Statement will also help to define the scope for the feasibility study, the consideration of alternatives (if appropriate), and 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~~ Proximity to Community Assets (Criterion #1), Connectivity (Criterion #2), Safety (Criterion #3) and Public Support/Special Considerations (Criterion #4)). Other important issues to be addressed by the project 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 provide a connection between a park and a school." It should avoid stating a solution as a purpose, such as: "The purpose of the project is to add a sidewalk." 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:

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



2013 2014 DRAFT Application for Project Prioritization – PROJECT IMPLEMENTATION
XU Bicycle/Pedestrian 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 attached.]

Commentary: _____

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

Criteria Summary:

Priority Criteria	Points
(1) Proximity to Community Assets	30
(2) Connectivity	30
(3) Safety	25
(4) Public Support/Special Considerations	5
(5) Local Matching Funds > 10%	10
(6) Value-Added Tie Breaker (if necessary)	variable
Total (excluding Value-Added Tie Breaker)	100

Criterion #1 – Proximity to Community Assets (30 points max.)

This measure will estimate the potential demand of bicyclists and pedestrians based on the number of productions or attractions the facility may serve within a one (1) mile radius for Shared Use Paths or a one-half (½) mile radius for Sidewalks. A maximum of 30 points will be assessed overall, and individual point assignments will be limited as listed below.

List and describe how the facilities link directly to community assets and who is being served by the facility. Show each of the Community Assets on a Project Area Map through the use of a buffer: a one (1) mile radius for Shared Use Path projects or a one-half (½) mile radius for Sidewalk projects.

Proximity to Community Assets	Check All that Apply	Max. Points
Residential developments, apartments, community housing	<input type="checkbox"/>	5
Activity centers, town centers, office parks, post office, city hall/government buildings, shopping plaza, malls, retail centers	<input type="checkbox"/>	5

Parks, trail facilities, recreational facilities	<input type="checkbox"/>	5
Medical/health facilities, nursing homes, assisted living, rehabilitation center	<input type="checkbox"/>	5
School bus stop	<input type="checkbox"/>	5
Schools	<input type="checkbox"/>	5
Maximum Point Assessment		30

Criterion #1 Description (if needed): _____

Criterion #2 – Connectivity (30 points max.)

This measure considers the gaps that exist in the current network of bike lanes, bike paths and sidewalks. The measurement will assess points based on the ability of the proposed project to join disconnected networks or complete fragmented facilities.

List and describe how this project fits into the local and regional bicycle/pedestrian networks and/or a transit facility. Depict this on the map and describe in the document.

Network Connectivity	Check All that Apply	Max. Points
Project provides access to a transit facility	<input type="checkbox"/>	5
Project extends an existing bicycle/pedestrian facility (at one end of the facility)	<input type="checkbox"/>	5
Project provides a connection between two existing or planned/programmed bicycle/pedestrian facilities	<input type="checkbox"/>	10
Project has been identified as “needed” in an adopted document (e.g., comprehensive plan, master plan, arterial study)	<input type="checkbox"/>	10
Maximum Point Assessment		30

Criterion #2 Description (if needed): _____

Criterion #3 – Safety (25 points max.)

This measure provides additional weight to applications that have included safety as a component of the overall project and includes school locations identified as hazardous walking/biking zones and areas with significant numbers of safety concerns.

List and describe whether the proposed facility is located within a “hazardous walk/bike zone” in the Volusia TPO planning area and provide documentation that illustrates how bicycle or pedestrian safety could be enhanced by the construction of this facility.

Safety	Check All that Apply	Max. Points
The project is located in an area identified as a hazardous walk/bike zone by Volusia or Flagler County School District Student Transportation Services and within the Volusia TPO planning area. If applicable, provide documentation.	<input type="checkbox"/>	15

The project removes or reduces potential conflicts (bike/auto and ped/auto). There is a pattern of bike/ped crashes along the project route. If applicable, provide documentation such as photos or video of current situation/site or any supportive statistics or studies.	<input type="checkbox"/>	10
Maximum Point Assessment		25

Criterion #3 Description (if needed): _____

For more information, contact Volusia or Flagler County School District Student Transportation Services and refer to Florida Statute 1006.23.

Criterion #4 – Public Support/Special Considerations (5 points max.)

Describe whether the proposed facility has public support and provide documentation (e.g., letters of support/signed petitions/public comments from community groups, homeowners associations, school administrators). Describe any special issues or concerns that are not being addressed by the other criteria.

Special Considerations	Check All that Apply	Max. Points
Is documented public support provided for the project? Are there any special issues or concerns?	<input type="checkbox"/>	5
Maximum Point Assessment	<input type="checkbox"/>	5

Criterion #4 Description (if needed): _____

Criterion #5 – Local Matching Funds > 10% (10 points max.)

If local matching funds greater than 10% of the estimated project cost are available, describe the local matching fund package in detail.

Local Matching Funds > 10%	Check One	Max. Points
Is a local matching fund package greater than 10% of the estimated project cost documented for the project?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10.0% < Local Matching Funds < 12.5%	<input type="checkbox"/>	1
12.5% ≤ Local Matching Funds < 15.0%	<input type="checkbox"/>	2
15.0% ≤ Local Matching Funds < 17.5%	<input type="checkbox"/>	3
17.5% ≤ Local Matching Funds < 20.0%	<input type="checkbox"/>	4
20.0% ≤ Local Matching Funds < 22.5%	<input type="checkbox"/>	5
22.5% ≤ Local Matching Funds < 25.0%	<input type="checkbox"/>	6
25.0% ≤ Local Matching Funds < 27.5%	<input type="checkbox"/>	7
27.5% ≤ Local Matching Funds < 30.0%	<input type="checkbox"/>	8
30.0% ≤ Local Matching Funds < 32.5%	<input type="checkbox"/>	9
32.5% ≤ Local Matching Funds	<input type="checkbox"/>	10
Maximum Point Assessment		10

Criterion #5 Description (if needed): _____

Criterion #6 – Value-Added Tie Breaker (if necessary) (variable points)

Projects with equal scores after evaluations using the five Project Proposal Criteria are subject to the Value-Added Tie Breaker. The BPAC and Project Review Subcommittee are authorized to award tie breaker points based on the additional value added by the project. A written explanation of the circumstances and amount of tie breaker points awarded for each project will be provided.

Volusia TPO
2013 2014 Priority Process for
XU Bicycle/Pedestrian Projects

Feasibility Studies

1. Local government submits project(s)
2. BPAC reviews and ranks projects for feasibility studies
3. The TPO Board will approve a final ranking of all projects
4. TPO requests a Fee Proposal from consultant to perform a feasibility study
5. TPO schedules a scoping meeting with the consultant and local government
6. Consultant provides Fee Proposal to TPO
7. Local government pays the 10% local match for the feasibility study based on the Fee Proposal. TPO pays the majority of the cost for a consultant to perform feasibility studies on the highest ranking projects. (Local governments can bypass the TPO Study if they pay for the feasibility study themselves.)
8. TPO gives the consultant a Notice to Proceed on the feasibility study
9. Draft feasibility study is reviewed and approved by the TPO and local government
10. Final feasibility study is completed

Project Implementation

1. Local government submits project(s) and an official letter agreeing to pay 10% of the programmed project implementation cost, and agreeing to pay for any cost overruns
2. BPAC reviews and ranks projects for project implementation
3. The TPO Board will approve a final ranking of all projects
4. TPO coordinates with FDOT to program the project in the next available fiscal year of the FDOT Work Program
5. Construction of top ranked project: 2-4 years

MEETING SUMMARY
TPO BOARD
NOVEMBER 27, 2013

V. ACTION ITEMS

B. REVIEW AND APPROVAL OF RESOLUTION 2013-26 AMENDING THE FY 2013/14 – 2017/18 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Background Information:

FDOT has requested the Volusia TPO delete the following two projects from its FY 2013/14 to FY 2017/18 Transportation Improvement Program (TIP):

- **FM# 433668-1 -- SR 472 Capacity Study** – this project falls within the limits of the I-4 widening/managed lanes PD&E (FM# 408464-2) and the analysis will be accomplished as part of that effort;
- **FM# 433669-1 -- SR 15 (US 17) PD&E/EMO Study** – a preliminary traffic analysis indicated that there is no need for capacity improvements within the limits of this project. The study did include a recommendation for a safety and operations analysis which will be pursued separately.

Volusia County has also agreed to move \$513,000 in local funds from **FM# 431928-1 -- LPGA Boulevard Widening** from Jimmy Ann to Derbyshire to **FM# 433718-1 -- Alternatives Analysis Study for a connection from SunRail to Daytona Beach Int'l Airport**. This change will satisfy the 25% match requirement. The local funds moved from the LPGA Boulevard project has been replaced with additional TRIP funds.

These proposed amendments are more fully described in the enclosed Resolutions 2013-26 and Attachment "A".

ACTION REQUESTED:

MOTION TO APPROVE RESOLUTION 2013-26 AMENDING THE FY 2013/14 – 2017/18 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2013-26

RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY 2013/14 to FY 2017/18 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

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 Beverly Beach and Flagler Beach in Flagler County; and

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 TPO shall annually endorse and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.324, among which is the Transportation Improvement Program (TIP); and

WHEREAS, the Volusia TPO's adopted TIP is required to be consistent with the Florida Department of Transportation's (FDOT) adopted Five-Year Work Program; and

WHEREAS, the Florida Department of Transportation has provided additional information to the Volusia TPO regarding the FDOT adopted Five-Year Work Program.

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

1. Volusia TPO's FY 2013/14 to FY 2017/18 TIP is hereby amended as shown in Attachment "A" attached hereto and made a part of this resolution; and the
2. Chairperson of the Volusia TPO (or her designee) is hereby authorized and directed to submit the FY 2013/14 to FY 2017/18 TIP as amended to the:
 - a. Florida Department of Transportation (FDOT);
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation);
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation); and the
 - d. Federal Aviation Administration (FAA) (through the Orlando Airport District Office).

DONE AND RESOLVED at the regular meeting of the Volusia TPO held on the 27th day of November 2013.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

**CITY OF SOUTH DAYTONA, VICE MAYOR NANCY LONG
CHAIRPERSON, VOLUSIA TPO**

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the Volusia TPO, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Volusia TPO held on November 27, 2013.

ATTEST:

**PAMELA C. BLANKENSHIP, RECORDING SECRETARY
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION**

Resolution 2013-26 - Attachment "A"

Proposed Amendments
to
FY 2013/14 - FY 2017/18
Transportation Improvement Program (TIP)

PROPOSED Adopted November 27, 2013



4319281 LPGA Boulevard Widening - Jimmy Ann to Derbyshire

From: Jimmy Ann Drive
To: Derbyshire Av

----- Current Adopted FY 2013/14 to FY 2017/18 TIP -----

Work Mix: WIDEN/RESURFACE EXIST LANES	Phase	Fund Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18
	CST	CIGP	212,788	0	0	0	0
	CST	LF	1,589,000	0	0	0	0
	CST	TRIP	238,949	0	0	0	0
			2,040,737	0	0	0	0

Description: Widen LPGA Boulevard from 2 lanes to 4 between Jimmy Ann Drive and Derbyshire Road. Project length: 0.68 mile. (Reference Volusia County MPO 2025 Long Range Transportation Plan, Table 13.4, pg 13.12. - project was initiated while VCMPO 2025 LRTP was still in effect.)

----- Proposed Amended FY 2013/14 to FY 2017/18 TIP -----

Phase	Fund Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18
CST	CIGP	212,788	0	0	0	0
CST	LF	1,076,000	0	0	0	0
CST	TRIP	238,949	0	0	0	0
CST	TRIP	513,000	0	0	0	0
		2,040,737	0	0	0	0

4336681 SR 472 Capacity Study

From: Kentucky Av/MLK Jr Blvd
To: Graves Av

----- Current Adopted FY 2013/14 to FY 2017/18 TIP -----

Work Mix: PD&E/EMO STUDY	Phase	Fund Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18
	PD&E	DDR	0	800,000	0	0	0
	PD&E	DIH	0	10,000	0	0	0
			0	810,000	0	0	0

Description: A project development and environmental study to determine what improvements may be appropriate to increase capacity on SR 472 between Kentucky Avenue/Martin Luther King Jr Boulevard and Graves Avenue. (Reference Volusia TPO Long Range Transportation Plan, Table 8.2, pg 123.)

----- Proposed Amended FY 2013/14 to FY 2017/18 TIP -----

Phase	Fund Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18
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4336691 SR 15 (US 17) PD&E/EMO Study

From: SR 40

To: Volusia/Putnam County Line

Work Mix: PD&E/EMO STUDY

Description: PD&E study to consider widening SR 15 (US 17) from 2 lanes to 4. Will need to be included in LRTP if study determines need for a project.

----- Current Adopted FY 2013/14 to FY 2017/18 TIP -----

Phase	Fund Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18
PD&E	DDR	0	1,800,000	0	0	0
PD&E	DIH	0	10,000	0	0	0
		0	1,810,000	0	0	0

----- Proposed Amended FY 2013/14 to FY 2017/18 TIP -----

Phase	Fund Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18
-------	-------------	------------	------------	------------	------------	------------

4337181 Alternative Analysis - SunRail to Daytona Bch Int'l Airport

From: SunRail

To: Daytona Beach Int'l Airport

Work Mix: CORRIDOR/SUBAREA PLANNING

Description: An "Alternatives Analysis" for a mass transit connection between SunRail (commuter rail service) on the west side of Volusia County with the Daytona Beach International Airport on the east side of the county. (Reference Volusia TPO Long Range Transportation Plan, Table 8.2, pg. 124.)

----- Current Adopted FY 2013/14 to FY 2017/18 TIP -----

Phase	Fund Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18
PLN	DDR	0	2,250,000	0	0	0
PLN	LF	0	750,000	0	0	0
		0	3,000,000	0	0	0

----- Proposed Amended FY 2013/14 to FY 2017/18 TIP -----

Phase	Fund Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18
PLN	DDR	1,539,000	0	0	0	0
PLN	LF	513,000	0	0	0	0
		2,052,000	0	0	0	0

MEETING SUMMARY
TPO BOARD
NOVEMBER 27, 2013

V. ACTION ITEMS

C. REVIEW AND APPROVAL OF 2014 LEGISLATIVE PRIORITIES

Background Information:

Each year, organizations review issues and establish positions on a variety of items that may be discussed during the upcoming legislative session. The Volusia TPO Legislative Issues Subcommittee met on November 14th to review transportation-related legislative activities and to identify the priorities and positions for the planning area. Development of these positions included consideration of the priorities adopted by local governments, neighboring MPOs, and the Metropolitan Planning Organization Advisory Council (MPOAC), among others.

ACTION REQUESTED:

MOTION TO APPROVE 2014 LEGISLATIVE ISSUES

Positions for the 2014 Legislative Session

Adopted November 27, 2013



Transportation Priorities

FUNDING

The Volusia TPO **supports** legislation that preserves transportation funding and provides greater flexibility of funding options that support the transportation system.

Transportation revenue is collected to support the preservation and development of a safe and efficient transportation system that is responsive to a variety of user demands including freight mobility, bicycle and pedestrian safety, accessibility and public transit among others. Actions that protect these programs include:

- Ensuring the State Transportation Trust Fund and the Transportation Disadvantaged Trust Fund are used as intended and are not diverted to other, non-transportation uses.
- Implementing the key recommendations from the Transportation Revenue Study completed in 2012 by the Florida Metropolitan Planning Organization Advisory Council (MPOAC) to include indexing local option fuel taxes and authorizing the use of a Local Option Rental Car Surcharge.

REGIONAL MULTI-USE TRAILS

The Volusia TPO **supports** legislation that supports and advances the development of non-motorized forms of transportation.

Transportation Trust Fund dollars are not currently available for use in funding multi-use trails throughout the state. However, there is growing support for the development of these facilities and recognition of the economic benefits that regional trail systems provide. The Volusia TPO supports efforts to expand the flexibility and use of the Transportation Trust Fund to fund the development of regional multi-use trails as identified in the Florida Greenways & Trails System Plan as developed by the Florida Department of Environmental Protection Office of Greenways and Trails.

SAFETY

The Volusia TPO **supports** legislation that improves transportation safety.

This includes requiring child restraint systems that protect children as they grow and develop and support for the strengthening of pedestrian safety laws and funding for educational programs that show positive results.

MULTIMODAL TRANSPORTATION OPTIONS

The Volusia TPO **supports** legislation that promotes the continued development and expansion of bus and rail transit as well as alternative mobility vehicles.

This includes efforts to advance the development of Florida's rail system, to support the development of local rail projects and to support the efficient operations of existing and expanded transit service. It also supports and promotes efforts to accommodate and/or integrate Neighborhood Electric Vehicles (NEV), Low-Speed Vehicles (LSV), Golf Carts and other forms of low-impact mobility.

Detailed talking points for each of these positions are included in this package.

Additional Positions

The Volusia TPO also supports legislation that:

- Regulates the use of hand-held electronic devices while driving as a primary offense.
- Restores funding for the Transportation Regional Incentive Program (TRIP) to promote regional planning and project development.
- Offers incentives for employers that reduce peak-hour demand by allowing off-peak commuting and telecommuting options to employees.
- Increases MPO/TPO involvement in growth management, mobility planning and visioning activities to promote a stronger linkage between land-use, transportation and economic development.
- Allows Strategic Intermodal System (SIS) funds to be used on roads and other transportation facilities not designated on the SIS if the improvement will relieve congestion on the SIS.
- Allows state funds to be used for improvements to county, or other local service, collector and distributor roads that provide alternative access to controlled access state facilities.
- Increases the percentage of the state transportation capacity program allocated to non-SIS highways and transit programs in order to improve mobility on regional and metropolitan area transportation facilities.
- Requires TPO concurrence for public-private partnership agreements related to the lease or sale of transportation facilities that are publicly owned and operated within metropolitan areas and any subsequent modifications to such agreements.
- Promotes interoperable and multi-modal smartcard technology that is compatible, universal and accessible for use by all other smartcard technology systems.
- Maintains gross vehicle weight limitation and restrictions by not raising the maximum weight limit above 80,000 pounds (exceptions should only be granted when authorized by state and local governments and adequate compensation is paid to mitigate the impact to state and local transportation facilities.
- Provides mandatory funding for driver education programs in high schools.
- Changes the Consultants' Competitive Negotiation Act (CCNA) to allow agencies to introduce a "best-value" option that considers cost as a factor when selecting a firm.

The Volusia TPO opposes legislation that:

- Would restrict buses from operating efficiently by requiring that they "not impede or block traffic on the roadway, if another reasonable means is available."

The Volusia TPO will monitor legislation that:

- Establishes reasonable limits on the amount of business damages awardable in an eminent domain action, authorizes an optional appraisal process using an impartial court-appointed panel of experts, and allows eminent domain actions to be tried by a three member commission in lieu of a jury.
- Encourages intergovernmental coordination and support of shoreline stabilization efforts for SR A1A in Flagler County.

Contact: Lois Bollenback, Executive Director

Telephone: (386) 226-0422

E-mail: Lbollenback@volusiatpo.org

Funding

The Volusia TPO supports legislation that preserves transportation funding and provides greater flexibility of funding options that support the transportation system.

Background

State Transportation Trust Fund and the Transportation Disadvantaged Trust Fund

In addition to revenues generated by transportation-related surcharges that are directed outside the Transportation Trust Fund, millions of transportation dollars have been diverted each year from the Transportation Trust Fund for other purposes. Overall, such diversions and lost revenues degrade the state's infrastructure and impacts Central Florida's competitiveness for federal discretionary funding. Likewise, revenue impacts to the Transportation Disadvantaged Trust Fund will diminish transportation services provided to the most vulnerable citizens.

MPOAC Revenue Study

The Florida Metropolitan Planning Organization Advisory Council (MPOAC) and the University of South Florida Center for Urban Transportation Research (CUTR) completed a Transportation Revenue Study in 2012. The study found that transportation revenues were not keeping pace with increased costs over time and that an additional \$12.1 billion would be needed to match the level of transportation investment the state made in FY 1999-2000. Six options were recommended for addressing transportation funding needs:

- Implement a 2-cent fuel tax increase per year for five years (total increase of 10 cents), indexed for inflation
- Index all fuel taxes not currently indexed
- Allow up to a 1-cent municipal optional sales tax (cities > 100,000 population)
- Conduct a vehicle miles traveled (VMT) study
- Increase the local diesel tax by 5-cents
- Return motor vehicle license and registration and titling fee increases to the State Transportation Trust Fund (STTF)

Local Option Rental Car Surcharge

Prior legislative sessions have considered authorizing a local option rental car surcharge (implemented through a public referendum). This allows flexibility for local governments to address transportation needs that may exist. This item was also identified through the MPOAC Revenue Study including a \$2.50/day surcharge with proceeds to fund transportation projects.

Benefit

Efficient transportation systems are necessary to support a strong economy. Inadequate funding to support capital projects as well as operations and maintenance will lead to increased congestion and degradation of vital infrastructure. Increased traffic congestion has negative economic and environmental impacts. Transportation infrastructure projects are also important in supporting the economy at the federal, state and local level through the creation of jobs.

Recreational Trails

The Volusia TPO supports legislation that supports and advances the development of non-motorized forms of transportation.

Background

Recreational Trails Program (RTP) and Closing the Gaps

The Recreational Trails Program (RTP) was created by the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and reauthorized in subsequent legislation. The RTP is included in the Moving Ahead for Progress in the 21st Century Act (MAP-21), however, MAP-21 included the removal of dedicated funding for several programs, including Safe Routes to School, Recreational Trails, and the Transportation Enhancements program. Under MAP-21, these programs are funded through the Transportation Alternatives Program (TAP) with a portion of the funding available to the state as well as to MPOs. TAP funding allows local priorities to be pursued, however, annual funding allocations are limited (\$432,781 in fiscal year 2013).

The Volusia TPO has worked successfully with the Central Florida MPO Alliance to identify opportunities to fund regional multi-use trails and to support continued development of the regional trails identified in the Florida Greenways and Trail System Plan including the Coast-to-Coast Trail and the St. Johns River to Sea Loop Trail.

The Volusia TPO supports efforts to expand the flexibility and use of the Transportation Trust Fund to fund the development of regional multi-use trails as identified in the Florida Greenways & Trails System Plan as developed by the Florida Department of Environmental Protection Office of Greenways and Trails.

Benefit

The Recreational Trails Program (RTP) provides a foundation for state trail programs across the country. It leverages hundreds of millions of dollars for additional support from other sources for trails. Recreational trails and other motorized and non-motorized transportation programs are important to the Volusia TPO to encourage improvements to the health of our community, to encourage efforts to promote eco-tourism and to support policies that encourage the development of a true multi-modal transportation network. In addition, by working with our regional partners, the Volusia TPO supports the FDOT in developing a statewide trail plan.

The Volusia TPO supports legislation that improves transportation safety.

Background

Child Restraints

Currently, Florida law requires children to be secured in child safety seats until age 4, at which time a seat belt can be used. Many children, between 4 to 7 years of age are not tall enough for the seat belt to cover the pelvic bone and ribcage and are not able to be safely secured without a booster seat. Instead, the seat belt tends to cover soft tissue, such as the neck and abdomen, which can lead to more severe injuries in the event of a car crash. Forty eight (48) states currently have laws requiring use of booster seats. Although encouraged, a belt positioning booster seat is not required in Florida. The American Academy of Pediatrics advises that most children will need to ride in a booster seat until they are 4'9" tall and between 8 and 12 years old. According to NHTSA, in 2009, car crashes were the #1 cause of death for children ages 3 to 14.

Pedestrian Safety Laws

According to Florida's Pedestrian & Bicycle focused initiative, "Alert Today, Alive Tomorrow – Safety Doesn't Happen by Accident", Volusia County ranked 9th among Florida's Bicycle/Pedestrian High Crash Areas (counties) in 2012. Additionally, in 2009, the Florida Department of Highway Safety and Motor Vehicles reported that 48% of pedestrians were killed when crossing the road, but not at an intersection. Just over 13% of pedestrians were killed when crossing the road at an intersection. Florida DOT Secretary Ananth Prasad has identified a Bicycle/Pedestrian focused initiative intended, in part, to drive down bicycle/pedestrian fatalities and serious injuries by reminding motorists and pedestrians of pedestrian laws in the top ten counties for bicycle/pedestrian crashes in 2012, of which Volusia is included. In a recent press release, FDOT Secretary Prasad said, "Pedestrian safety is my highest priority. *Alert Today Alive Tomorrow* is the educational message we are sharing with the public, in addition to the engineering, enforcement and emergency response that will make our state safer for drivers and pedestrians."

Benefit

Reasonable safety investments yield savings in medical costs in addition to the clear social benefit. Booster seats, as an example, cost approximately \$30, but can save taxpayers over \$1,000 in medical costs over four years of use. The topics identified above support initiatives in the State of Florida as well as the national emphasis on safety improvements outlined in transportation legislation such as Moving Ahead for Progress in the 21st Century (MAP-21).

MULTIMODAL TRANSPORTATION OPTIONS

The Volusia TPO supports legislation that promotes the continued development and expansion of bus and rail transit as well as alternative mobility vehicles.

Background

Mass Transit System Support

Many urban and interregional highway corridors are projected to be congested during peak periods by the year 2035, even after planned capacity improvements are made. In addition, the long-term impact of rising costs to build and maintain infrastructure and reduced revenue projections will result in an increasing backlog of transportation needs. Rail and bus transit offers opportunities to move people and goods efficiently and in a more sustainable manner. The Volusia TPO has, through its long range plan, supported the development of SunRail, a commuter rail service expected to begin operations in 2014 as well as passenger rail service along the east coast. The TPO, in partnership with the Florida Department of Transportation (FDOT) are pursuing a variety of planning efforts including:

- An Alternatives Analysis study for service linking SunRail to the Daytona Beach area;
- Completing an Intermodal Transit Station Study to identify potential station sites; and
- Developing a robust transit expansion plan as part of the 2035 Long Range Transportation Plan (LRTP) that includes local area circulators

These pursuits are necessary to support economic prosperity for the future and they are consistent with the vision outlined in the 2009 Florida Rail System Plan to develop a “a safe, secure, and efficient passenger and freight rail system providing mobility, improving quality of life and promoting economic opportunities and environmental sustainability for Florida.”

Low-Speed Electric Vehicles

Florida laws currently recognize the operation of Low-Speed Vehicles (LSV) and Golf Carts (F.S. 316.2122 and 316.212 respectively) on public roadways under very limited conditions. The integration of these forms of transportation promotes sustainability and can improve the efficiency of our transportation system by providing low impact alternatives to an automobile.

Benefit

Promoting alternative forms of mobility reduces the negative impacts of transportation on our environment. These options are efficient, clean, safe and support efforts to promote sustainability in our communities.

**MEETING SUMMARY
TPO BOARD
NOVEMBER 27, 2013**

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

A. PRESENTATION OF THE DRAFT CHANGES TO THE FEDERAL FUNCTIONAL CLASSIFICATION OF ROADWAYS

Background Information:


Federal legislation allows for state and local officials, in cooperation with each other and subject to approval by the Secretary of Transportation, to adjust the Census urban area boundaries outward in a manner which will provide increased flexibility to various federally-aided highway and transit programs (23 USC 101(a)(36)-(37) and 49 USC 5302(a)(16)-(17)). The resulting product is generally known as the FHWA adjusted urbanized boundaries. On January 22, 2013, the TPO Board took action recommending the Draft Adjusted Area Urban Boundaries for the Volusia TPO planning area. This map has been under review by FDOT and FHWA.

Related to this item is the review of the Federal Functional Classification of Roadways. The designation of federal functional classification is made at least once every ten years following the decennial census, or whenever required by federal regulation. This classification determines eligibility for funding under federal-aid highway and transit programs and potentially has an impact on level of service of the road.

Federal Functional Classification uses specific classification categories to describe the functions of the roadway. Roadways are assigned to one of a set of hierarchical functional classification categories according to the character of travel service each roadway provides. Distinctions between access-controlled and full-access roadways, the urban and rural development pattern, and subtleties between "major" and "minor" sub-classifications are key considerations when determining to which Federal Functional Classification category a particular roadway belongs. FDOT's consultant will be presenting the process of determining the functional classification of a particular roadway per approved guidelines.


ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

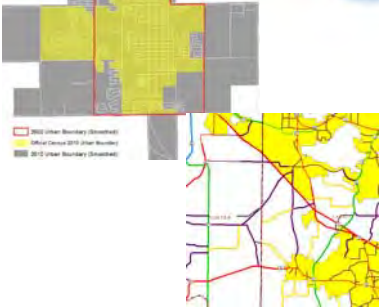


Urban Boundaries and Functional Classification

Discussion



- FHWA Urban Area Boundaries
- Federal Functional Classification



Urban Boundaries and Functional Classification

Status / Progress



- **Summary/Progress**
 - Draft Urban boundary approved in January 2013
 - Presented overview at October 15th TCC Meeting
 - Reviewed existing functional class and made initial recommendations
 - Held a functional classification workshop on October 28th
 - Compiled input and updated proposed changes
- **Next Steps**
 - Update functional classification network with additional input from local governments
 - CAC, TCC, and Board approve proposed functional classification changes and urban boundary (January)
 - Send to Central Office and FHWA for approval

Urban Boundaries and Functional Classification

FHWA Urban Area Boundaries



Urban Boundaries and Functional Classification

Urban Boundaries



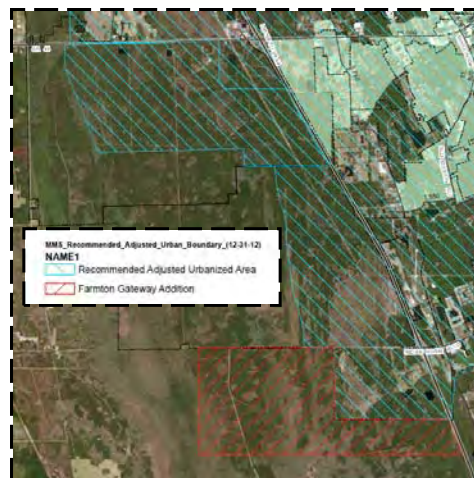
- Adjusted Census urban boundaries
 - Start with population data from the Census
 - Smooth irregularities
 - Maintain administrative continuity
 - Encompass fringe areas of significance
- Subject to FHWA approval

Urban Boundaries and Functional Classification

Requested Change



- From FHWA Review



Urban Boundaries and Functional Classification

Next Steps



- Next Steps
 - CAC, TCC and Board approve urban boundary (January)
 - Send to Central Office and FHWA for final approval

Urban Boundaries and Functional Classification

Federal Functional Classification



Urban Boundaries and Functional Classification

Functional Classification



- What is Functional Classification?
 - The process by which streets and highways are grouped into classes, or systems, according to the character of service they are intended to provide.

Urban Boundaries and Functional Classification

Functional Classification



	<u>Arterial</u>	<u>Collector</u>	<u>Local</u>
Length of Route	Longest	→	Shortest
Access Points	Fewest	→	Many
Speed Limit	Highest	→	Lowest
Distance between routes	Longest	→	Shortest
Usage (volume)	Highest	→	Lowest
Significance	Statewide	→	Local
Number of Lanes	More	→	Fewer

Urban Boundaries and Functional Classification

Functional Classification



Current Classification Categories

Rural

Principal Arterial – Interstate
Principal Arterial – Expressway
Principal Arterial – Other
Minor Arterial
Major Collector
Minor Collector
Local

Urban

Principal Arterial – Interstate
Principal Arterial – Expressway
Principal Arterial – Other
Minor Arterial
Major Collector
Minor Collector
Local

Urban Boundaries and Functional Classification

Functional Classification



- Why Functional Classification?
 - Required by FHWA.
 - Establish the relative importance of a roadway in the overall hierarchy of roadways.
 - Can be used for planning, budgeting, programming, and for fiscal management.
 - Used to evaluate Federal, State and local highway programs.
 - Can be considered in establishing improvement priorities

Urban Boundaries and Functional Classification

Functional Classification



- Local Implications
 - Comprehensive Plans
 - Funding
 - Federal Aid Eligibility
 - Allocation of Funds
 - General LOS Tables → Area Type
 - Interchange Spacing → Area Type

Urban Boundaries and Functional Classification

Functional Classification



- Functional Classification Update Process
 - In coordination with TPO Staff and local governments
 - Start with previously approved Fun Class
 - Update rural/urban
 - Separate urban collectors into major & minor
 - Add rural expressway classification
 - Correct errors
 - Will go over details today
 - Can be revised today or at any time

Urban Boundaries and Functional Classification

Functional Classification



- Revise per new Urban Boundary:



Current



Proposed

Urban Boundaries and Functional Classification

Functional Classification



- Update to include new classifications:
 - Rural Expressways and Urban Minor Collectors



Current



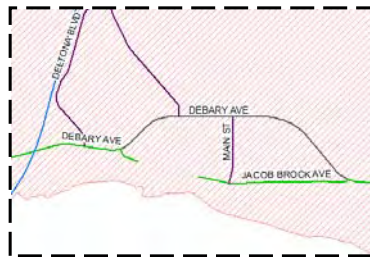
Proposed

Urban Boundaries and Functional Classification

Functional Classification



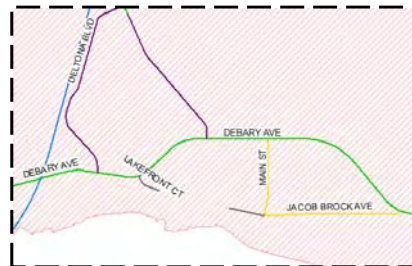
- Corrections:



Current



Proposed



Urban Boundaries and Functional Classification

Functional Classification



- Result:



Urban Boundaries and Functional Classification

Next Steps



- Update functional classification network with additional input from local governments
- CAC, TCC, and Board to approve proposed functional classification changes and urban boundary (January)
- Send to Central Office and FHWA for approval

Urban Boundaries and Functional Classification

Questions and Discussion



Urban Boundaries and Functional Classification

MEETING SUMMARY
TPO BOARD
NOVEMBER 27, 2013

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

B. PRESENTATION ON THE VOLUSIA COUNTY ROAD PROGRAM

Background Information:

Staff from Volusia County Traffic Engineering will provide a presentation on the Volusia County Road Program.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

Volusia Road Program

Presentation to
Volusia TPO
November 2013

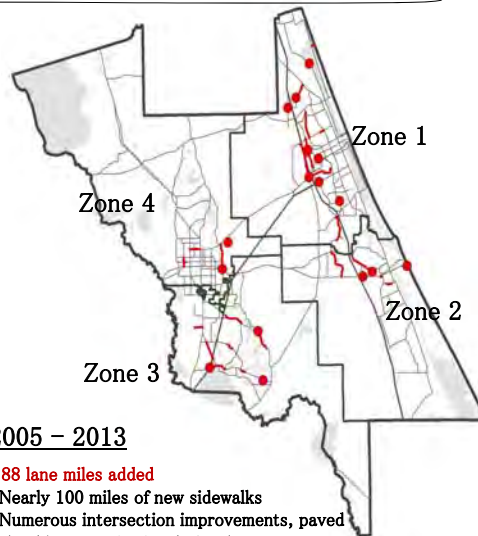
Gerald N. Brinton, P.E.
County Engineer

Jon Cheney, P.E.
County Traffic Engineer

Melissa Winsett
Transportation Planner



Capital Road Construction Projects



2005 - 2013

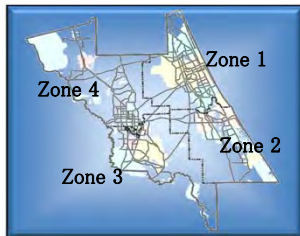
- 88 lane miles added
- Nearly 100 miles of new sidewalks
- Numerous intersection improvements, paved shoulders, traffic signals & other safety upgrades
- Major bridge repairs
- Over \$215 Million in capital investments

Road Program...Road Program...Road Program...Road Program

"The Last Hurrah"

Volusia County Road Program Capital Investments

	<u>12/13</u>	<u>13/14</u>	<u>14/15</u>	<u>15/16</u>	<u>16/17</u>
Zone 1	\$6.13M	\$20.03M	\$47.95M*	0	0
Zone 2	0	\$13.17M	0	0	0
Zone 3	\$4.39M	\$10.12M	\$1.11M	0	0
Zone 4	0	0	\$8.49M	0	0
Total	\$10.52M	\$43.32M	\$57.55M	0	0



* Federal Grant for Veterans Memorial Bridge Replacement

Excludes sidewalk, safety & resurfacing improvements

Funded Construction Projects

FY 2012/2013

Ormond Beach

- Tymber Cr Rd 4 Laning - SR40 to Peruvian Ln \$6,133,000 (County)
(Under Construction)

Orange City

- Saxon Blvd 6 Laning - I-4 to Enterprise Rd \$2,950,000 (County)
(Under Construction) \$1,443,000 (State Grant)

Funded Construction Projects	
<u>FY 2013/2014</u>	
Holly Hill	
• LPGA Blvd 4 Laning - Jimmy Ann to Derbyshire	\$2,630,000 (County) \$452,000 (State Grant)
Daytona Beach	
• Orange Av Reconstruction - Nova Rd to Beach St	\$1,660,000 (County) \$4,679,000 (State Grant)
• Dunn Av Paved Shldrs - Clyde Morris to Bill France	\$140,000 (County) \$1,404,000 (State Grant)
Port Orange	
• S Williamson Ext - Airport Rd to Pioneer Trail (Partnership with Pioneer CDD)	\$9,062,000 (County)
11/20/2013	County of Volusia Public Works Department

Funded Construction Projects	
<u>FY 2013/2014</u>	
N Smyrna Beach	
• Pioneer Trail at Turnbull Bay Rd	\$1,400,000 (County) \$185,000 (State Grant)
• Turnbull Bay Bridge Replacement	\$3,789,000 (Fed Grant)
Edgewater/N Smyrna Beach	
• Tenth St 4 Laning - Myrtle Av to US 1	\$5,000,000 (County) \$2,800,000 (State Grant)
Deltona	
• Howland Blvd 4 Laning - Courtland Blvd to SR415	\$4,236,000 (County) \$5,879,000 (State Grant)
11/20/2013	County of Volusia Public Works Department

Funded Construction Projects

FY 2014/2015

Deltona

- Doyle Rd Paved Shldrs - Courtland Blvd to SR415 **\$1,113,000 (Fed grant)**

DeLand

- Kepler Rd at SR44 Intersection **\$2,979,000 (County)**
\$821,000 (State Grant)
- Orange Camp Rd 4 Laning - MLK Blvd to I-4 **\$4,690,000 (County)**

Daytona Beach

- Veterans Memorial Bridge Replacement **\$47,950,000 (Fed Grant)**

11/20/2013 County of Volusia Public Works Department 7

Funded Construction Projects

Success in Leveraging Grant Funding

1.7 to 1 Ratio

(in just 3 fiscal years)

Grant Funds	\$70,517,000
County Funds	\$40,880,000

“Takes Money to Leverage Money”

11/20/2013 County of Volusia Public Works Department 8

**MEETING SUMMARY
TPO BOARD
NOVEMBER 27, 2013**

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

C. PRESENTATION ON THE RESULTS OF THE PEDESTRIAN CROSSWALK SAFETY PROGRAM

Background Information:

The Pedestrian Crosswalk Safety Program uses the "Triple E" initiative: aggressive law enforcement, education and low-cost engineering. This initiative is aimed at:

- Encouraging drivers to yield to pedestrians in crosswalks
- Encouraging pedestrians to use crosswalks
- Increasing civility
- Creating a more livable, walkable community

This year, Dr. Louis Malenfant and Dr. Ron Van Houten from the Center for Education and Research in Safety (CERS), have been working with the Volusia TPO, law enforcement and road maintenance agencies in the cities of Daytona Beach, New Smyrna Beach and Daytona Beach Shores. Workshops for law enforcement agencies were held on July 15th in Daytona Beach Shores and August 27th in New Smyrna Beach. Crosswalk Enforcement Operations were conducted at selected crosswalk locations. Dozens of motorists who failed to yield to pedestrians in crosswalks were advised and given warning flyers by police officers. Dr. Ron Van Houten, Vice President and Research Director for CERS, will deliver a presentation on the findings of the Pedestrian Crosswalk Safety Program.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

Recommended Engineering Enhancements for Crosswalks in Daytona Beach Shores, New Smyrna Beach and Daytona Beach

Dr. J.E. Louis Malenfant and Dr. Ron van Houten
August 2013

Daytona Beach Shores

Residents of the high-rise condos on the beach side of SR A1A are required to cross SR A1A or drive for most of their living requirements. The portion of SR A1A located in Daytona Beach Shores is 4 lanes wide with a turning island. There are multiple pedestrian generators on both sides of the street. The number of crosswalks on the northerly section of SR A1A in Daytona Beach Shores is not large but they are well appointed with a refuge island in the middle turn lane. As can be expected, pedestrians cross SR A1A where there are no crosswalks. During hours of the day when traffic is heavy, pedestrians choose to cross illegally rather than walk relatively long distances (sometimes up to an additional half mile) to a crosswalk. Observational data should be collected on SR A1A of pedestrian crossings to determine the incidence of legal and safe crossing compared to illegal and risky pedestrian crossings. Operating speed seems close to the speed limit. Average daily vehicle counts appeared relatively low in the morning and pedestrians were able to cross safely and legally. In the afternoon, opportunities for pedestrians to cross SR A1A decreases as traffic to the beach increases. Appropriate crossing gaps in traffic on sunny "beach "days, especially in afternoons, are rare, especially for pedestrians requiring more time to cross.

Pedestrians have formed a committee to protest and have made numerous representations to the Director of Public Safety. The director of Public Safety has proposed that pedestrians that cross illegally should also be included in the police enforcement and suggested that pedestrians that cross illegally within less than 100 ft from a well appointed crosswalk with a refuge island could be warned and later cited for illegal, I would dissuade the police from citing pedestrians crossing if they are more than 100 ft from a crosswalk. The police would not have to advertise that this is what they are doing. Going after pedestrians should only begin when driver yielding attains a level of 70% or more. It is also the case that pedestrians can legally cross these segments if they do not disrupt traffic.

There are a large number of side streets that come to SR A1A in a T-intersection. If crosswalks are deemed to exist at such intersections, pedestrians have the right of way and perhaps the police should enforce driver violations at such unmarked crosswalks when marked crosswalks are more than 200 to 250 yards from a marked crosswalk.

1. The installation of advance stop lines and signs (R1 5c) to reduce the incidence of multiple threat crashes is recommended for all crosswalks in Daytona Beach Shores. There are also a number of crosswalks beyond

the DBS city limits, such as Ponce Inlet, that could be included. Although the MUTCD recommends placing advance stop markings between 20 and 50 feet in advance of the crosswalk, we are recommending that they be placed at 50 feet if possible.

2. In addition, we recommend that in-street signs (R1-6a) be introduced on an experimental basis at the crosswalk in front of Publix at 3044 SR A1A (refer to Figure 1). An in-street sign should be installed at the approach to the crosswalk slightly overlapping the start of the pedestrian refuge island. The island might protect this sign from vehicle strikes since vehicles that would strike the impactable sign would also strike the island. In addition, impactable in-street pedestrian warning signs should also be installed in the gutter pan adjacent to the curb on each side of the approach in line with the signs installed by the median island. We would also accept the installation of a reflective delineator at these locations. We will evaluate the survival and efficacy of these signs at this site.



Figure 1

New Smyrna Beach

The speed limit on SR A1A in Daytona Beach Shores is 35mph. This speed limit should, in our view, be the same on CR A1A in New Smyrna Beach. Crosswalks in New Smyrna Beach have 4 lanes plus a turning lane up to 3615 SR A1A, where it becomes a two-lane street. All uncontrolled crosswalks include advance stop markings and pedestrian refuge islands. The following enhancements are recommended in New Smyrna Beach:

1. At the crosswalk at CR A1A and 21st Avenue we recommend that in-street signs (R1-6a) be introduced on an experimental basis (refer to Figure 2). An in-street sign should be installed at the approach to the crosswalk slightly overlapping the start of the pedestrian refuge island. The island might protect this sign from vehicle strikes since vehicles that would strike the impactable sign would also strike the island. In addition, impactable flush mounted in-street pedestrian warning signs should also be installed in the gutter pan adjacent to the curb on each side of the approach in line with the signs installed by the median island. We would also accept the installation of a reflective delineator at these locations. We will evaluate the survival and efficacy of these signs at this site.



Figure 2

2. At the crosswalk at Canal St. and S. Myrtle Ave. install in-street signs (R1-6a) (refer to Figure 3). These signs should be installed at the Centerline, and in the gutter pan area on each side of the road. This site is located at a convenience store. Middle school students also use this crosswalk. Yielding is very low at this site.

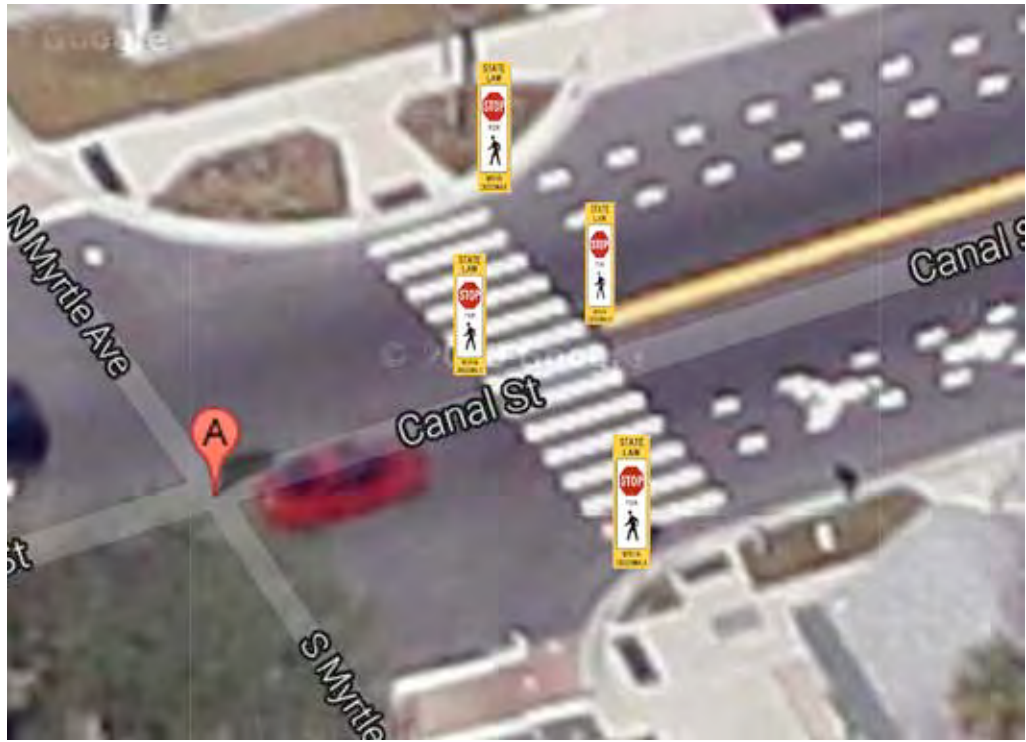


Figure 3

Daytona Beach

The crosswalks selected for intervention in the city of Daytona Beach are located near universities and have considerable pedestrian traffic. Additional enforcement sites can be selected for operations next year at other Daytona Beach crosswalk sites.

1. The first crosswalk is on N. Martin Luther King Blvd. between State Street and McLeod Ave (refer to Figure 4). This crosswalk abuts the campus of Bethune-Cookman University. Enforcement at this site was strongly supported by students and staff. This crosswalk has high levels of pedestrian activity and considerable traffic before and after scheduled class times. At this site we recommend the installation of advance stop markings and signs (R1 5c) along with in-street signs (R1-6a). Although the MUTCD recommends placing advance stop markings between 20 and 50 feet in advance of the crosswalk, we are recommending that they be placed at 50 feet if possible.

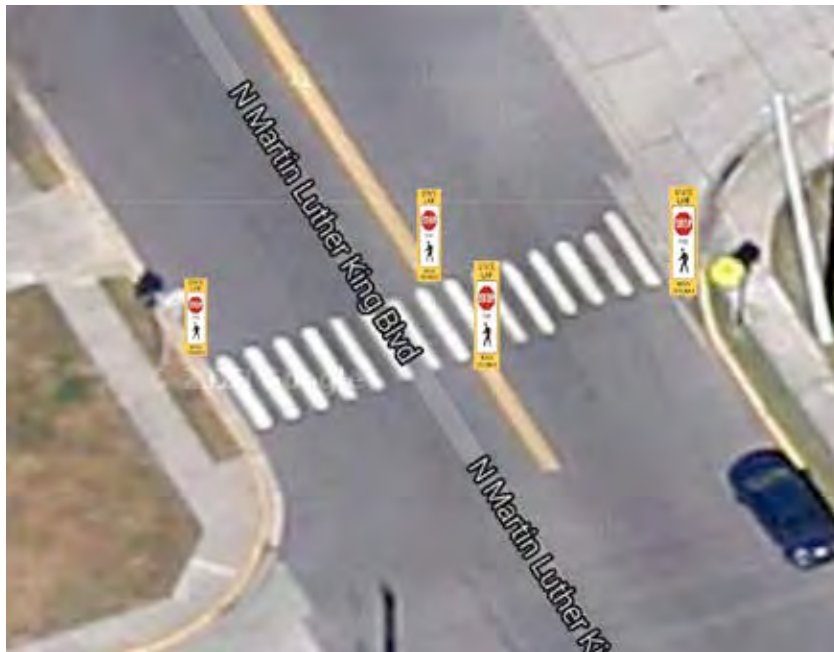


Figure 4

2. The second crosswalk is located on White St. at Milligan Ave (refer to Figure 5). This site is located adjacent to Daytona State College and connects the college with parking. Pedestrian traffic at this site is highest at times when distance students need to attend activities at the college site. We recommend advance yield markings and signs (R1 5c), along with in-street signs (R1-6a) at this location. Although the MUTCD recommends placing advance stop markings between 20 and 50 feet in

advance of the crosswalk, we are recommending that they be placed at 50 feet if possible.



Figure 5

MEETING SUMMARY
TPO BOARD
NOVEMBER 27, 2013

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

D. FDOT REPORT

Background Information:

Ms. Claudia Calzaretta, Florida Department of Transportation (FDOT), will be present to answer questions regarding projects on the FDOT Construction Status Report and the Push-Button Report.

The Construction Status Report and the Push-Button Report are included for your information.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

FDOT District 5 - Deland Operations Office
 1650 N. Kepler Road Deland, Fl. 32724
 Phone (386) 740-3548
 Fax (386) 736-5469
 Deland Operations Engineer Mark Garcia, P.E

PROJECT STATUS REPORT AS OF

Nov 2013

Volusia and Seminole Counties

SR 415 from Seminole Co. Line to Reed Ellis Road

FIN #	407355-3-52-01, 240216-5-52-01, & 407355-1-52-01
Contract #	T5415

Project Description:
 Add lanes & reconstruct.

CONTRACTOR:	United Infrastructure Group, Inc.	LET DATE:	5/23/2012	ORIGINAL	1100	\$32,798,973.37
CCEI:	AECOM	NTP:	7/27/2012	CURRENT	1150	\$32,798,973.37
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	10/1/2012	ELAPSED	385	\$13,551,306.86
FED. AID #:	N/A	WORK BEGAN:	10/1/2012	% ORIGINAL	35.0%	41.3%
SECTION:	79120000	EST. COMPLETION:	11/24/2015	% TO DATE	33.5%	41.3%
FUND TYPE	STA	CURRENT CPPR:	100%	LIQ. DAMAGES		

Seth Simpson (407)302-6943 Office AECOM		Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:	Steve Kullman	407-377-0550 O, 803-445-0245 C		Steve.Kullman@uig.net	
CONTRACTOR'S SUPERINTENDENT:	Joe Walters	407-377-0550 O; 843-415-2171 C		Joe.Walters@uig.net	
SENIOR PROJECT ENGINEER:	Harold Dubon, P.E.	407-302-6943 O; 407-729-7339 C		Harold.Dubon@aecom.com	
OFFICE SPECIALIST:	Seth Simpson	(407)302-6943 Office AECOM		seth.simpson@aecom.com	
CEI SENIOR PROJECT ADMINISTRATOR:	Terry Simpson	407-302-6943 O; 407-622-9476		terry.simpson@aecom.com	
SENIOR INSPECTOR:	Frank Shaw	407-302-6943 O; 407-314-7417 C		Frank.Shaw2@aecom.com	
INSPECTOR:	Jim Cerar	407-302-6943 O; 407-314-8931 C		James.Cerar@aecom.com	
INSPECTOR:	Dominic Fiandra	407-301-6943 O; 407-340-1806 C		Dominic.Fiandra@aecom.com	
MAINTENANCE CONTACT:	Jim Read	386-740-3406 O; 386-801-5584 C		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:	Joe Walters	407-377-0550 O; 843-415-2171 C			

WEEKLY MEETING: Tuesday 10:00 at AECOM field Office.

VOLUSIA COUNTY

SR 415 from north of Reed Ellis Rd. northerly to north of Acorn Lake Rd.

FIN #	407355-4-52-01
Contract #	T-5417

Project Description:
 Adding lanes, reconstruction, milling and resurfacing, widening, drainage improvements, new traffic signals, new noise wall, and signing and pavement markings on State Road 415 from north of Reed Ellis Road northerly 5.034 miles to north of Acorn Lake Road.

				TIME	COST	
CONTRACTOR:	P & S Paving, Inc.	LET DATE:	4/25/2012	ORIGINAL	870	\$18,388,844.65
CCEI:	In House	NTP:	6/28/2012	CURRENT	912	\$18,388,844.65
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	7/16/2012	ELAPSED	462	\$10,080,272.50
FED. AID #:	N/A	WORK BEGAN:	7/16/2012	% ORIGINAL	53.1%	54.8%
SECTION:	79120000	EST. COMPLETION:	1/13/2014	% TO DATE	50.7%	54.8%
FUND TYPE	STA	CURRENT CPPR:	100%	LIQ. DAMAGES		

		Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:	Brian Davidson	386-258-7911 O; 386-566-0551 C		bdavidson@pandspavinginc.com	
CONTRACTOR'S SUPERINTENDENT:	Mike Smith	386-402-5705			
CONSTRUCTION ENGINEER:	Paul Wabi, P.E.	(386)740-3594		paul.wabi@dot.state.fl.us	
PROJECT ADMINISTRATOR:	Dwight Grube	386-740-3482 O; 386-846-4587		dwight.grube@dot.state.fl.us	
Consultant LEAD INSPECTOR:	Ray Budd (RS&H)	386-931-8354 C			
INSPECTOR:	Jeremy Ahmann	321-281-7739			
INSPECTOR:					
MAINTENANCE CONTACT:	Jim Read	386-740-3406 O; 386-801-5584		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:	Mike Smith	386-402-5705			

BI WEEKLY MEETING: Wednesday 2:00 On Site

FDOT District 5 - Deland Operations Office
 1650 N. Kepler Road Deland, Fl. 32724
 Phone (386) 740-3548
 Fax (386) 736-5469
 Deland Operations Engineer Mark Garcia, P.E

I-4 from SR 44 to E of I-95						
FIN #	408464-1-52-01					
Contract #	E5R16					
Design Build						
Project Description:						
The improvements under this contract consist of reconstruction and widening the interstate from four lanes to six lanes. Additional scope of work includes resurfacing SR 44 eastbound ramps onto SR 400 and replacement of existing US 92 ramps and ramp bridge over US 92.						
					TIME	COST
CONTRACTOR:	Condote/de Moya Group	LET DATE:	2/3/2012	ORIGINAL	900	\$134,462,000.00
CCEI:	Parsons Brinckerhoff, Inc.	NTP:	5/9/2012	CURRENT	1,016	\$133,998,468.89
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	5/9/2012	ELAPSED	530	\$54,305,371.16
FED. AID #:	422501	WORK BEGAN:	5/9/2012	% ORIGINAL	58.9%	40.4%
SECTION:	79110000	EST. COMPLETION:	2/18/2015	% TO DATE	52.2%	40.5%
FUND TYPE	FAO	CURRENT CPPR:	90%	LIQ. DAMAGES		
			Phone:	Email:		
CONTRACTOR'S PROJECT MANAGER:	Grant Cool	305-322-5597 C; 386-873-0770		grant.cool@demoya.com		
CONTRACTOR'S SUPERINTENDENT:	Grant Cool	305-322-5597 C; 386-873-0770				
SUPERVISOR:	Jorge Rodriguez	305-302-6277 C				
CONSTRUCTION ENGINEER	Paul Wabi, P.E.	(386)740-3594		paul.wabi@dot.state.fl.us		
CONSTRUCTION PROJECT MANAGER:	Tim Grimm	386-943-5762 O; 386-946-4149 C		tim.grimm@dot.state.fl.us		
CEI SENIOR PROJECT ADMINISTRATOR:	Steve Wigle	407-509-8541 C		wigle@pbworld.com		
PROJECT ADMINISTRATOR:	Barry Johnson	407-947-7426 C; 386-873-0772 O		johnsonba@pbworld.com		
SENIOR INSPECTOR:	Jay Johnson	321-229-9821				
OFFICE SPECIALIST:	Mike Atkins	407-660-4720 O 407-406-1218 C		matkins@metriceng.com		
DOT PROJECT MANAGER:	Beata Stys-Palasz	386-943-5418 O				
DOT DESIGN PROJECT MANAGER:	Beata Stys-Palasz	386-943-5418 O				
MAINTENANCE CONTACT:	Jim Read	386-740-3406 O		james.read@dot.state.fl.us		
24 HR CONTRACTOR MOT CONTACT:	Grant Cool	305-322-5597 C				
WEEKLY MEETING: Tuesday, 1:30 at Kepler Complex.						
Daytona Avenue Bridge over Halifax Canal						
Fin #	431907-1-52-01					
Contract #	E5R63					
Project Description: Daytona Avenue Bridge Replacement over Halifax Canal in Holy Hill						
					TIME	COST
CONTRACTOR:	Gregori Const. & Engineering Inc.	LET DATE:	6/18/2012	ORIGINAL	300	\$783,500.00
CCEI:	In House	NTP:	1/11/2013	CURRENT	315	\$783,500.00
CONT. TYPE:	Construction	TIME BEGAN:	1/11/2013	ELAPSED	283	\$590,793.00
FED. AID #:	00B5-019-B	WORK BEGAN:	11/7/2013	% ORIGINAL	94.3%	75.4%
SECTION:	79000069	EST. COMPLETION:	11/21/2013	% TO DATE	89.8%	75.4%
FUND TYPE	EXO	CURRENT CPPR:	100%	LIQ. DAMAGES		
			Phone:	Email:		
CONTRACTOR'S PROJECT MANAGER:						
CONTRACTOR'S SUPERINTENDENT:	Dale Mudrak	(321)438-1879 O		dmudrak@gregori-inc.com		
CONSTRUCTION ENGINEER	Paul Wabi, P.E.	(386)740-3594		paul.wabi@dot.state.fl.us		
PROJECT ADMINISTRATOR:	John Bailey	407-466-4387		john.bailey@kisingercampo.com		
LEAD INSPECTOR:	James Reininger	(386)527-3834 C		james.reininger@dot.state.fl.us		
DESIGN PROJECT MANAGER:	Bassel Kassem	(407)201-6153 O; (407)492-1744 C		bkassem@saieng.com		
MAINTENANCE CONTACT:	Jim Read	386-740-3406 O		james.read@dot.state.fl.us		
MONTHLY CONTACT:						
24 HR CONTRACTOR MOT CONTACT:	Mike Gyure	321-626-1056				
BI Weekly Meeting:						

FDOT District 5 - Deland Operations Office
 1650 N. Kepler Road Deland, Fl. 32724
 Phone (386) 740-3548
 Fax (386) 736-5469
 Deland Operations Engineer Mark Garcia, P.E

Mill and Resurface NB US1 & Turn lane & Intersection of Wilmette Ave.

Fin # 428689-1-52-01
 Contract # T5454
 Project Description: Mill and Resurface NB US1 & Turn lane & Intersection of Wilmette Ave.

				TIME	COST	
CONTRACTOR:	P&S Paving	LET DATE:	7/31/2013	ORIGINAL	140	\$691,997.00
CCEI:	In House	NTP:	9/4/2013	CURRENT	149	\$691,997.00
CONT. TYPE:	CONSTRUCTION SL	TIME BEGAN:	9/21/2013	ELAPSED	30	\$315,458.05
FED. AID #:	N/A	WORK BEGAN:	9/21/2013	% ORIGINAL	21.4%	45.6%
SECTION:	79030000	EST. COMPLETION:	2/16/2014	% TO DATE	20.1%	45.6%
FUND TYPE	STA	CURRENT CPPR:	98%	LIQ. DAMAGES		

		Phone:	Email:
CONTRACTOR'S PROJECT MANAGER:	Brian Davidson	386-258-7911	bdavidson@pandspavinginc.com
CONTRACTOR'S SUPERINTENDENT:	John Dunlap	386-566-6267	jd@pandspavinginc.com
CONSTRUCTION ENGINEER	Paul Wabi, P.E.	(386)740-3594	paul.wabi@dot.state.fl.us
PROJECT ADMINISTRATOR:	Glen Raney	386-740-3524	michael.raney@dot.state.fl.us
LEAD INSPECTOR:	Ken Laurette	386-453-3917	kenneth.laurette@rsandh.com
MAINTENANCE CONTACT:	Jim Read	386-740-3406 O	james.read@dot.state.fl.us
24 HR CONTRACTOR MOT CONTACT:	Brian Eden	386-690-2762	

Bi-WEEKLY MEETING: Wednesday on site at 9:00AM

SR 44 Mast Arms Eddie Rd. to 3rd street

FIN # 418020-1-52-01
 Contract # T5447

Project Description: Rebuild 7 signalized intersections to Mast Arms along SR 44 from Eddie Rd. to 3rd. Street in Volusia County

				TIME	COST	
CONTRACTOR:	CHINCHOR ELECTRIC INC.	LET DATE:	3/27/2013	ORIGINAL	250	\$ 1,249,934.10
CCEI:	In House	NTP:	6/3/2013	CURRENT	250	\$ 1,249,934.10
CONT. TYPE:	CONSTRUCTION SL	TIME BEGAN:	10/1/2013	ELAPSED	20	\$ -
FED. AID #:	N/A	WORK BEGAN:	10/9/2013	% ORIGINAL	8.0%	0.0%
SECTION:	79070000	EST. COMPLETION:	6/7/2014	% TO DATE	8.0%	0.0%
FUND TYPE	STA	CURRENT CPPR:	98%	LIQ. DAMAGES		

		Phone:	Email:
CONTRACTOR'S PROJECT MANAGER:	Brian Silva	1-407-509-2209	bsilva@chincorelectric.com
CONTRACTOR'S SUPERINTENDENT:	Brian Silva	1-407-509-2209	bsilva@chincorelectric.com
CONSTRUCTION ENGINEER	Paul Wabi, P.E.	(386)740-3594	paul.wabi@dot.state.fl.us
PROJECT ADMINISTRATOR:	Chris Kochis	386-740-3503 O; 386-846-3931	chris.kochis@dot.state.fl.us
LEAD INSPECTOR:	Earl Hollister	321-229-6540	ehollister@rkk.com
MAINTENANCE CONTACT:	Jim Read	386-740-3406 O	james.read@dot.state.fl.us
24 HR CONTRACTOR MOT CONTACT:	Jim Zabele	386-561-0165	

Weekly Meeting: Wednesday @ 9:00 AM

FDOT District 5 - Deland Operations Office
 1650 N. Kepler Road Deland, Fl. 32724
 Phone (386) 740-3548
 Fax (386) 736-5469
 Deland Operations Engineer Mark Garcia, P E

ISB (US 92) Mast Arm Project

FIN #	430178-2-52-01
Contract #	E5N54

Project Description: Design-Build Contract
 SR 600 (US92) from I-95 NB off ramp to Palmetto Avenue, intersection improvement.

				TIME	COST	
CONTRACTOR:	Chinchor Electric, Inc.	LET DATE:	1/30/2012	ORIGINAL	400	\$2,491,385.73
CCEI:	In House	NTP:	5/25/2012	CURRENT	548	\$2,710,369.30
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	5/25/2012	ELAPSED	514	\$2,500,824.82
FED. AID #:	3441027P	WORK BEGAN:	9/10/2012	% ORIGINAL	128.5%	100.4%
SECTION:	79060000	EST. COMPLETION:	11/23/2013	% TO DATE	93.8%	92.3%
FUND TYPE	EXO	CURRENT CPPR:	100%	LIQ. DAMAGES		
		Jeff Soltis	904-509-0015 C;		jsoltis@chinchoelectric.com	
				Phone:	Email:	
CONTRACTOR'S PROJECT MANAGER:	Brian Silva		407-509-2209 C			
CONTRACTOR'S SUPERINTENDENT:	Jim Zabele		386-561-0165 C			
CONSTRUCTION ENGINEER	Paul Wabi, P.E.		(386)740-3594		paul.wabi@dot.state.fl.us	
PROJECT ADMINISTRATOR:	Tim Grimm		386-943-5762 O 386-946-4149 C		tim.grimm@dot.state.fl.us	
LEAD INSPECTOR:	Earl Hollister		321-229-6540			
MAINTENANCE CONTACT:	Jim Read		386-740-3406 O; 386-801-5584 C		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:						

Weekly Meeting: Tuesday 9:00 am on site.

10TH Street To Industrial Park Avenue

Fin #	431910-1-52-01
Contract #	E5R68

Project Description: Lining all storm drain pipes and rehabilitating all drainage structures in FDOT right of way on US 1 from 10TH Street to Industrial Park Avenue in New Smyrna Beach

				TIME	COST	
CONTRACTOR:	Lanzo Const. Company FL.	LET DATE:	12/4/2012	ORIGINAL	180	\$1,693,300.75
CCEI:	In house	NTP:	2/11/2013	CURRENT	190	\$1,693,300.75
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	2/27/2013	ELAPSED	231	\$1,525,608.79
FED. AID #:	NA	WORK BEGAN:	4/2/2013	% ORIGINAL	128.3%	90.1%
SECTION:	79010000	EST. COMPLETION:	10/15/2013	% TO DATE	121.6%	90.1%
FUND TYPE	STA	CURRENT CPPR:	85%	LIQ. DAMAGES		
				Phone:	Email:	
CONTRACTOR'S PROJECT MANAGER:	Curt Maning		954-551-5608		curtm@lanzo.org	
CONTRACTOR'S SUPERINTENDENT:	Mandell Mayes		954-789-7478		mandellm@lanzo.org	
CONSTRUCTION ENGINEER	Paul Wabi, P.E.		(386)740-3594		paul.wabi@dot.state.fl.us	
PROJECT ADMINISTRATOR:	John Bailey		407-466-4387		john.bailey@kisingercampo.com	
LEAD INSPECTOR:	Josh Becker		386-931-1129		joshua.becker@rsandh.com	
MAINTENANCE CONTACT:	Jim Read		386-740-3406 O; 386-801-5584 C		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:	Bob Price		954-818-4622		bobpp@lanzo.org	

Meeting:

FDOT District 5 - Deland Operations Office
 1650 N. Kepler Road Deland, FL 32724
 Phone (386) 740-3548
 Fax (386) 736-5469

Deland Operations Engineer Mark Garcia, P.E

SR 600 from Clyde Morris to Harney Street

Fin # 422683-1-52-01						
Contract # E5R67						
Project Description: Milling and resurfacing of the intersection of SR 400 Beville road and SR 5A Nova Road including curb ramps sidewalk, signing, pavement markings and mast arm improvements.						
					TIME	COST
CONTRACTOR:	Traffic Control Devises	LET DATE:	12/4/2012	ORIGINAL	100	\$875,321.22
CCEI:	In house	NTP:	2/11/2013	CURRENT	122	\$875,321.22
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	7/12/2013	ELAPSED	101	\$652,327.21
FED. AID #:	NA	WORK BEGAN:	7/12/2013	% ORIGINAL	101.0%	74.5%
SECTION:	79060000	EST. COMPLETION:	11/10/2013	% TO DATE	82.8%	74.5%
FUND TYPE	STA	CURRENT CPPR:	98%	LIQ. DAMAGES		

		Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:	April Andrews	386-738-4666(O)-386-804-3611 C	aprilandrews@tcd-usa.com		
CONTRACTOR'S SUPERINTENDENT:	April Andrews	386-738-4666(O)-386-804-3611 C	aprilandrews@tcd-usa.com		
CONSTRUCTION ENGINEER:	Paul Wabi, P.E.	(386)740-3594	paul.wabi@dot.state.fl.us		
PROJECT ADMINISTRATOR:	Tim Grimm	386-943-5762 O 386-846-4149 C	tim.grimm@dot.state.fl.us		
LEAD INSPECTOR:	P J Langgello	386-931-8617 C	plangello@eismanrusso.com		
MAINTENANCE CONTACT:	Jim Read	386-740-3406 O; 386-801-5584 C	james.read@dot.state.fl.us		
24 HR CONTRACTOR MOT CONTACT:	April Andrews	386-738-4666(O)-386-804-3611 C	aprilandrews@tcd-usa.com		

US-1 / SR5 Flagler County Mill & Resurface w/ Reconstruction of the SB Lane

Fin # 427277-1-52-01 & 428603-1-52-01						
Contract # T5457						

Project Description: Minor widening, partial reconstruction, milling and resurfacing, minor drainage improvements, audible pavement markings						
					TIME	COST
CONTRACTOR:	P&S Paving	LET DATE:	4/24/2013	ORIGINAL	400	\$8,326,181.00
CCEI:	In House	NTP:	5/30/2013	CURRENT	402	\$8,326,181.00
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	8/25/2013	ELAPSED	57	\$448,615.64
FED. AID #:	N/A	WORK BEGAN:	8/26/2013	% ORIGINAL	14.3%	5.4%
SECTION:	73010000	EST. COMPLETION:	10/1/2014	% TO DATE	14.2%	5.4%
FUND TYPE	STA	CURRENT CPPR:	100%	LIQ. DAMAGES		

		Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:	Brian Davidson	386-258-7911	bdavidson@pandspavinginc.com		
CONTRACTOR'S SUPERINTENDENT:	John Dunlap	386-566-6267	jd@pandspavinginc.com		
CONSTRUCTION ENGINEER:	Paul Wabi, P.E.	(386)740-3594	paul.wabi@dot.state.fl.us		
PROJECT ADMINISTRATOR:	Terry Phillips	386-740-3564	terry.phillips@dot.state.fl.us		
INSPECTOR:	Sean Nazari	407-468-9763	sean.nazari@rsandh.com		
MAINTENANCE CONTACT:	Jim Read	(386)740-3406 O; (386)801-5584	james.read@dot.state.fl.us		
24 HR CONTRACTOR MOT CONTACT:	John Dunlap	386-566-6267	jd@pandspavinginc.com		

Bi Weekly Meeting:

SR 100 from I-95 East to A1A

Fin # 427232-1-52-01 427232-4-52-01 431067-1-52-01						
Contract # T5434						

Project Description: Mill and Resurface from I-95 east to bridge repair and new signal installation						
					TIME	COST
CONTRACTOR:	Halifax Paving Inc.	LET DATE:	5/14/2013	ORIGINAL	290	\$3,828,322.50
CCEI:	In House	NTP:	6/24/2013	CURRENT	290	\$3,828,322.50
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	10/21/2013	ELAPSED	0	
FED. AID #:	3681015P	WORK BEGAN:	10/21/2013	% ORIGINAL	0.0%	0.0%
SECTION:	73020000	EST. COMPLETION:	8/6/2014	% TO DATE	0.0%	0.0%
FUND TYPE	EXO	CURRENT CPPR:	98%	LIQ. DAMAGES		

		Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:	Steve Blair	386-676-0200	hpi-steve@cfl.rr.com		
CONTRACTOR'S SUPERINTENDENT:	John Dunlap	386-566-6267	jd@pandspavinginc.com		
CONSTRUCTION ENGINEER:	Paul Wabi, P.E.	(386)740-3594	paul.wabi@dot.state.fl.us		
PROJECT ADMINISTRATOR:	Terry Phillips	386-740-3564	terry.phillips@dot.state.fl.us		
LEAD INSPECTOR:					
MAINTENANCE CONTACT:	Jim Read	(386)740-3406 O; (386)801-5584	james.read@dot.state.fl.us		
24 HR CONTRACTOR MOT CONTACT:					

Weekly Meeting: On site Tuesdays

FDOT District 5 - Deland Operations Office
 1650 N. Kepler Road Deland, Fl. 32724
 Phone (386) 740-3548
 Fax (386) 736-5469
 Deland Operations Engineer Mark Garcia, P.E

Nova Canal, desilt box culverts						
FIN #	427986-1-72-04					
Contract #	E5Q27					
Project Description: Desilt Nova Canal box Culverts						
					TIME	COST
CONTRACTOR:	Proshot Concrete, Inc.	LET DATE:	5/1/2012	ORIGINAL	280	\$822,438.00
CCEI:	In House	NTP:	6/26/2012	CURRENT	412	\$894,451.69
CONT. TYPE:	MAINTINANCE	TIME BEGAN:	7/27/2012	ELAPSED	451	\$562,287.21
FED. AID #:	N/A	WORK BEGAN:	7/31/2013	% ORIGINAL	161.1%	68.4%
SECTION:	79/Volusia	EST. COMPLETION:	2/13/2014	% TO DATE	109.5%	62.9%
FUND TYPE	MC	CURRENT CFPR:	73.33%	LIQ. DAMAGES		
			Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:		Bill Morris	(256)483-9092		billm@proshotconcrete.com	
CONTRACTOR'S SUPERINTENDENT:		Jeremy Simpson	(256)627-0280			
CONSTRUCTION ENGINEER		Paul Wabi, P.E.	(386)740-3594		paul.wabi@dot.state.fl.us	
PROJECT ADMINISTRATOR:		Chris Kochis	386-740-3503 O; 386-846-3931		chris.kochis@dot.state.fl.us	
INSPECTOR:		Ralph Conner	(376)943-5777 O; (386)527-3831 C			
INSPECTOR:		NA				
MAINTENANCE CONTACT:		Jim Read	(386)740-3406 O; (386)801-5584		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:		Jeremy Simpson	(256)627-0280			
Bi-Weekly Meeting: Wednesday 9:00						
SR 40 Granada Blvd. from Orchard ST. to US-1						
FIN #	427896-1-72-07					
Contract #	E5Q97					
Project Description: Installing a pipe sealing system either by use of joint sealing or pipe lining in various locations						
					TIME	COST
CONTRACTOR:	Insituform Technologies Inc.	LET DATE:	6/4/2013	ORIGINAL	180	\$ 264,559.90
CCEI:	In House	NTP:	9/9/2013	CURRENT	182	\$ 264,559.90
CONT. TYPE:	MAINTINANCE	TIME BEGAN:	9/23/2013	ELAPSED	59	
FED. AID #:	N/A	WORK BEGAN:	9/23/2013	% ORIGINAL	32.8%	0.0%
SECTION:	79/Volusia	EST. COMPLETION:	2/20/2014	% TO DATE	32.4%	0.0%
FUND TYPE	MC	CURRENT CPPR:	80%	LIQ. DAMAGES		
			Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:		Brandit Curvel	904-838-0090		burvel@insituform.com	
CONTRACTOR'S SUPERINTENDENT:						
CONSTRUCTION ENGINEER		Paul Wabi, P.E.	(386)740-3594		paul.wabi@dot.state.fl.us	
PROJECT ADMINISTRATOR:		John Bailey	407-466-4387		john.bailey@kisingercampo.com	
LEAD INSPECTOR:		Dennis Cowart	407-694-6923			
MAINTENANCE CONTACT:		Jim Read	386-740-3406 O		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:						
US-1 SR-44 & A1A						
Fin #	429179-1-72-02					
Contract #	E5Q53					
Project Description: Desilting , Cleaning, Video inspection of Storm drains						
					TIME	COST
CONTRACTOR:	ESTEP CONSTRUCTION, INC.	LET DATE:	12/4/2012	ORIGINAL	270	\$279,884.55
CCEI:	In House	NTP:	2/11/2013	CURRENT	298	\$279,884.55
CONT. TYPE:	MAINTENANCE	TIME BEGAN:	2/11/2013	ELAPSED	252	\$145,295.60
FED. AID #:	NA	WORK BEGAN:	2/11/2013	% ORIGINAL	93.3%	51.9%
SECTION:	Various Locations	EST. COMPLETION:	12/5/2013	% TO DATE	84.6%	51.9%
FUND TYPE	MC	CURRENT CFPR:	80%	LIQ. DAMAGES		
			Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:		Jeffrey Estep	(407)325-5998 C		jeff@estepconstruction.com	
CONTRACTOR'S SUPERINTENDENT:		Bob Hersey	(407)810-4936 C			
CONSTRUCTION ENGINEER		Paul Wabi, P.E.	(386)740-3594		paul.wabi@dot.state.fl.us	
PROJECT ADMINISTRATOR:		Chris Kochis	386-740-3503 O; 386-846-3931		chris.kochis@dot.state.fl.us	
LEAD INSPECTOR:		Ralph Conner	(376)943-5777 O; (386)527-3831 C			
MAINTENANCE CONTACT:		Jim Read	(386)740-3406 O; (386)801-5584		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:		Bob Hersey	(407)810-4936 C			
Bi Weekly Meeting: Tuesday 9:00am by phone						

FDOT District 5 - Deland Operations Office
 1650 N. Kepler Road Deland, Fl. 32724
 Phone (386) 740-3548
 Fax (386) 736-5469
 Deland Operations Engineer Mark Garcia, P.E

Flagler & US1						
Fin #		42383637205				
Contract #		E5Q99				
Project Description: Reconstructing a driveway and side drain, constructing a cross drain at Commerce Blv.						
					TIME	COST
CONTRACTOR:	Estep Constriction, Inc.	LET DATE:	7/8/2013	ORIGINAL	40	\$146,666.00
CCEI:	In House	NTP:	8/29/2013	CURRENT	43	\$146,666.00
CONT. TYPE:	MAINTENANCE	TIME BEGAN:	9/12/2013	ELAPSED	39	\$144,012.70
FED. AID #:	NA	WORK BEGAN:	9/12/2013	% ORIGINAL	97.5%	98.2%
SECTION:	Flagler	EST. COMPLETION:	10/24/2013	% TO DATE	90.7%	98.2%
FUND TYPE	STA	CURRENT CFPR:	80.00%	LIQ. DAMAGES		
			Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:		Jeffrey Estep	407-325-5998		jeff@estepconstruction.com	
CONTRACTOR'S SUPERINTENDENT:		Dustin Ackney	407-412-2088			
CONSTRUCTION ENGINEER		Paul Wabi, P.E.	(386)740-3594		paul.wabi@dot.state.fl.us	
PROJECT ADMINISTRATOR:		Chris Kochis	386-740-3503		chri.kochis@dot.state.fl.us	
LEAD INSPECTOR:						
MAINTENANCE CONTACT:		Jim Read	(386)740-3406 O; (386)801-5584		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:		Jeffrey Estep	407-325-5998		jeff@estepconstruction.com	
Bi Weekly Meeting:						

PUSHBUTTON STATUS

COUNTY	SECTION	MP	STATE RD	LIMITS	PROJECT DESCRIPTION	EOR	PROJECT PHASE	CONTRACT	WORK ORDER SENT	COMPLETE	CONTR.
Brevard	70100	5.243	520	Cox/A Lane	Install Pedestrian features	FDA	Design Complete				
Brevard	70050	11.860	US 192	Wickham Rd	Install APS Features	PENTON	In Design				
Brevard	70050	12.244	US 192	Dayton Blvd	Install APS Features	ASPIREON	In Design				
Brevard	70060	29.380	A1A	PAFB Blockhouse Signal	Create directional and covert to traditional signal	PENTON	Design Complete				
Flagler	73010	0.325	US 1	Plantation Bay	Install Signals	STROZ	Under Construction	5220 (E5R70)	5/30/13	9/1/13	TCD
Flagler	73010	5.880	US 1	Seminole Woods Blvd	Install Southbound Flashing Beacon	STROZ	In Design				
Lake	11002	1.539 to 1.778	44	Lone Oak Dr. to Middle School Driveway	Install Flashing Yellow for School Zone	TEDS	Completed	5220 (E5R70)	5/16/13	8/18/13	TCD
Lake	11010	0.505	44	Countryside Blvd	Add Directional Median	ASPIREON	In Design				
Lake	11040-100	0.101	NB US 27	at US 441	Overhead lane delineation signs for triple lefts	FDA	Design Complete				
Lake	11110	9.323	44	CR 46A	Install Signal Pole	STROZ	Design Complete				
Lake	11110	3.170	44	SR 44 (Old 44B)	Install Signal Pole	STROZ	On Hold				
Marion	36004	6.307	464	NE 49th/Forest HS	Extend RT Lane & add Ped landing	FDA	Under Construction	5221 (E5R85)	7/3/13		P & S
Marion	36010	16.300	US 27/441	SE 102nd	Modify Median Opening	STROZ	Design Complete				
Marion	36010	14.834	US 441	Robinson St	Overhead sign and pole removal and post installation	STROZ	In Design				
Marion	36070	1.669	US 27	NW 160th Ave	Construct N/S directional median opening	STROZ	Design Complete				
Marion	36220	2.017	US 441	CR 42	Extend Southbound Left Turn Lane	STROZ	Under Construction	5221 (E5R85)	8/14/13	10/17/13	P&S
Orange	75002	2.270	482	Kingspointe Pkwy	Install Ped Features	METRIC	Design Complete				
Orange	75010	5.057	US 441	Taft-Vineland	Concrete Strain Pole Box Span Signal	FDA/Protean	Under Construction	5220 (E5R70)	4/4/13	7/7/13	TCD
Orange	75020	18.687	US 441	Railroad crossing Jones Ave.	Mill and restripe to improve turning radius	PENTON	Design Complete				
Orange	75060	2.971 & 3.034	50	Irvington Ave & Lakewood Dr	Close full median opening at Irvington Ave modify separator to prohibit lefts from Lakewood Dr	TEDS	Design Complete - ON HOLD				
Orange	75090	2.079	426	St. Andrews Blvd	Install APS Features	PENTON	In Design				
Orange	75260	3.451	424	SR 426	Install 4-section signal head	STROZ	In Design				
Orange	75260	4.280 to 4.720	424	Hambleton Ave to 2nd St and Aloha St to Annadale Ave.	Construct median islands and warning signs	PENTON	In Design				
Orange	75270	4.429	435	MetroWest Blvd	Add Blank out and Static Signs	PENTON	In Design				
Osceola	92010	2.650-3.450	US 17-92	West of Suwannee Ave to Liberty Bell St	Install raised medians	PENTON	In Design				
Seminole	77080	6.625	436	Robin Rd & Circuit City Plaza	Close WB Direction and extend left turn lane at Plaza entrance	HNTB	Design Complete - ON HOLD				
Seminole	77080	5.412	436	Palm Springs Blvd	Remove Concrete Island (NE Quadrant)	PENTON	Completed	5214 (E5R41)	5/2/13	7/5/13	P & S
Seminole	77160	8.330	I-4	to Eastbound Lake Mary Blvd	Increase lane designation signs over Eastbound Off Ramp	STROZ	Design Complete				
Seminole	77010	10.000	US 17/92	Between Americana & Airport	Add pedestrian mid-block	FDA	Design Complete				
Seminole	77120-001	1.672	434	Altamonte Crossing D/W	Median modification	ASPIREON	Design Complete				
Volusia	79070	25.624	44	Sugar Mill Drive	Convert Flasher to Full signal	STROZ	Under Construction	5220 (E5R70)	8/15/13	11/17/13	TCD
Volusia	79100	24.523	40	Breakaway Trail	Pavement Repair	PENTON	Under Construction	5221 (E5R85)	8/26/13	10/29/13	P&S
Volusia	79160	4.591	15A	CR 92	Add Pedestrian features on the south leg of intersection	ASPIREON	Design Complete				

**MEETING SUMMARY
TPO BOARD
NOVEMBER 27, 2013**

VII. EXECUTIVE DIRECTOR'S REPORT

- ® Agenda Materials/Distribution of Materials
- ® CIP project – St. Johns River to Sea Loop
- ® Reapportionment Update
- ® Annual TPO Board Retreat

VIII. VOLUSIA TPO BOARD MEMBER COMMENTS

IX. INFORMATION ITEMS

- ® Citizens Advisory Committee Attendance Record – 2013
- ® Technical Coordinating Committee Attendance Record – 2013
- ® Bicycle/Pedestrian Advisory Committee Attendance Record – 2013

X. ADJOURNMENT

Please note that the next TPO Board meeting will be January 22, 2013

TCC Attendance Record 2013

Name	15-Jan	19-Feb	19-Mar	16-Apr	21-May	18-Jun		20-Aug	17-Sep	15-Oct	19-Nov	17-Dec	Notes
Fred Ferrell/Chris Walsh	x	x	x	x	x	x		x	x	x	x		Daytona Beach (appt. 11/08)
Pedro Leon	x	x	abs	exc	exc	x		x	exc	x	x		Daytona Beach Airport (appt. 0 (07/11)
Stewart Cruz (Vice Chairman)	x	x	abs	x	x	x		exc	x	x	x		Daytona Beach Shores (appt. 10/04)
Mike Holmes	x	x	x	x	x	x		x	x	x	x		DeLand (appt. 09/98)
Ron Paradise	x	x	x	x	x	abs		x	x	x	x		Deltona (appt. 11/09)
Rebecca Hammock	x	exc	x	exc	x	x		x	x	x	x		DeBary (appt. 06/10)
Darren Lear	x	x	x	x	x	x		x	x	x	x		Edgewater (appt. 10/99)
Chad Lingenfelter	x	x	x	x	x	exc		x	x	x	exc		Flagler Beach (appt. 8/11)
Tom Harowski	x	x	x	x	x	x		x	x	x	x		Holly Hill (appt. 01/11)
Gail Henrikson/Kyle Fegley	x	x	x	x	x	x		x	x	x	exc		New Smyrna Beach (appt. 12/07)
Kent (KC) Cichon		x	x	x	x	x		x	x	x	x		Lake Helen (appt. 2/13)
Ric Goss	x	abs	exc	x	x	x		x	x	x	x		Ormond Beach (appt. 11/07)
Alison Stettner/Jim Kerr	x	x	x	x	x	x		x	x	x	x		Orange City (appt. 06/00)
Jim Smith	exc	x	x	x	x	x		x	x	x	x		Pierson (appt. 05/09)
Clay Ervin (Chairman)	x	x	x	x	x	x		x	x	x	x		Ponce Inlet (appt. 8/11)
Tim Burman										x	x		Port Orange (appt. 10/13)
John Dillard	x	x	x	x	exc	x		x	x	x	x		South Daytona (appt. 12/03)
Jon Cheney/Melissa Winsett	x	x	x	x	x	x		x	x	x	x		V.C. Traffic Engineering (appt. 04/99)
Marian Ridgeway	exc	x	x	exc	x	x		exc	x	x	exc		Volusia County Schools(appt. 11/98)
Heather Blanck/Rickey Mack	x	x	x	x	x	x		x	x	x	x		Votran (appt. 01/07) (alt. appt. 07/13)
Larry LaHue	x	x	exc	x	abs	x		x	x	x	exc		V.C. Emergency Management (appt. 01/04)
Claudia Calzaretta			x	x	x	x		x	x	x	x		FDOT (appt. 03/13)
Bob Keeth (non-voting)	x	x	x	x	x	x		x	x	x	x		Volusia TPO
QUORUM	Y	Y	Y	Y	Y	Y		Y	Y	Y	Y		

Vacancies
Oak Hill
Beverly Beach

CAC Attendance Record 2013

Name	15-Jan	19-Feb	19-Mar	16-Apr	21-May	18-Jun	20-Aug	17-Sep	15-Oct	19-Nov	17-Dec	Notes
Donald Smart <i>(Vice Chairman)</i>	x	x	x	x	x	x	x	x	x	x		Daytona Beach (appt. 1/06)
Richard Gailey	x	x	abs	abs	x	x	abs	x	x	exc		DeBary (appt. 6/10)
Janet Deyette	x	x	exc	exc	x	x	x	x	exc	x		Deltona (appt. 11/10)
Bliss Jamison	x	x	x	x	x	x	x	abs	x	x		Edgewater (appt. 1/11)
Richard Belhumeur	x	exc	x	exc	x	x	x	abs	x	x		Flagler Beach (appt 7/12)
Gilles Blais <i>(Chairman)</i>	x		x	x	x	x	x	x	x	x		Holly Hill (appt. 11/07) (Reap. 02/13)
Jacob Sachs	x	x	x	x	x	x	x	exc	x	x		New Smyrna Beach (appt. 03/11)
Bob Storke	x	x	x	x	x	x	x	x	x	exc		Orange City (appt. 1/08)
Susan Elliott	x	x	exc	x	exc	x	x	x	exc	x		Pierson (appt. 3/06)
Bobby Ball	x	exc	x	x	x	x	x	x	x	x		Port Orange (appt. 12/02)
Dan D'Antonio	x	x	x	x	x	exc	x	x	x	exc		Volusia County D-2 (appt. 4/09)(Wagner)
Elizabeth Alicia Lendian					x	x	x	x	x	x		Volusia County At-Large (appt. 05/13) (Cusack)
Judy Craig	x	x	x	x	x	exc	exc	x	abs	x		Volusia County D-1 (reappt. 2/13) (Patterson)
Rickey Mack/John Cotton							x	x	x	x		Votran (appt. 7/13) (alt. appt. 07/13)
Claudia Calzaretta <i>(non-voting)</i>			x	x	x	x	x	x	x	x		FDOT (appt. 3/13)
Melissa Winsett/J.Cheney <i>(non-voting)</i>	x	x	x	x	x	x	x	x	x	x		Volusia Co Traffic Eng. (appt 10/11)
Bob Keeth <i>(non-voting)</i>	x	x	x	x	x	x	x	x	x	x		Volusia TPO
QUORUM	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		
Vacancies												
Beverly Beach												
Daytona Beach Shores												
Deland												
Lake Helen												
Oak Hill												
Ormond Beach												
Ponce Inlet												
South Daytona												
Volusia County D-3 (Denys)												
Volusia County D-4 (Daniels)												
Volusia County D-5 (Northey)												
Volusia County School Board												

BPAC Attendance Record 2013

Name	9-Jan	13-Feb	13-Mar	10-Apr	8-May	12-Jun	14-Aug	11-Sep	9-Oct	13-Nov	Notes
Holly Idler	x	x	x	x	x	x	x	exc	exc	x	Daytona Beach Shores (appt. 3/12)
John Schmitz	x	x	x	exc	exc	abs	exc	x	x	exc	Daytona Beach Shores (appt. 8/12)
Rani Merens	x	x	x	x	x	x	x	exc	x	x	DeBary (appt. 3/06)
Tim Bustos/Ted Wendler	x	x	x	exc	x	x	x	x	x	exc	DeLand (appt. 05/11) (alternate appt. 10/11)
Scott Leisen	abs	x	x	x	x	x	exc	x	x	x	Deltona (appt. 12/12)
Michelle Grenham	x	x	x	x	x	x	x	x	x	x	Edgewater (appt. 1/08)
Kris Jones				x	abs	x	abs	abs	abs	abs	New Smyrna Beach (appt. 04/13)
Nic Mostert <i>(Vice Chairman)</i>	x	x	x	x	exc	x	x	x	x	x	Holly Hill (appt. 01/12) (reapp. 02/13)
Bob Storke <i>(Chairman)</i>	x	x	x	x	x	x	x	x	x	x	Orange City (appt. 12/07)
Phyllis Campbell	x	x	abs	x	x	x	x	abs	abs	x	Ponce Inlet (appt. 11/06)
Colleen Nicoulin	exc	x	x	x	x	x	x	x	x	x	Port Orange (appt. 7/11)
Pamela Masters					exc	x	x	exc	x	x	South Daytona (appt. 04/13)
Bill Pouzar	x	exc	exc	abs	abs	x	abs	x	abs	x	Volusia County (appt. 12/10) D-5 (Northey)
Roy Walters/Jason Aufdenberg	exc	x	x	x	x	x	x	x	x	x	Volusia County At-Large (appt. 03/05) (alt appt 07/12)
Kevin Phelps	x	x	x	x	x	x	x	x	x	x	Volusia County (reapp 02/13) D-1 (Patterson)
Alice Haldeman					x	x	x	x	x	x	Volusia County (appt. 04/13) D-3 (Denys)
<u>NON-VOTING MEMBERS</u>											
Melissa Winsett	x	exc	x	abs	x	x	x	x	x	x	Volusia County Traffic Engineering
Gwen Perney									x	x	Large City - Port Orange (appt. 10/13)
Wendy Hickey	exc	x	x	x	x	x	x	exc	x	x	Small City - Orange City
Jessie Clark					x	x	x	x	x	x	Volusia County School District (appt. 05/13)
John Cotton/Rickey Mack							x	exc	x	x	Votran (appt. 07/13)
Joan Carter	x	x	x	x	x	x	x	x	exc	x	FDOT
QUORUM	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	

Vacancies
Beverly Beach
Flagler Beach
Lake Helen
Oak Hill
Ormond Beach
Pierson
V.C. Parks, Rec & Culture
Volusia County (Daniels)
Volusia County (Wagner)