



Volusia-Flagler TPO

FY 2026/27 and FY 2027/28

Unified Planning Work Program

Adopted April 22, 2026

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CFDA Numbers

20.205 - Highway Planning and Construction

20.505 - Federal Transit Technical Studies Grant

55.002 – Transportation Disadvantaged Trust Fund

Prepared By:

Volusia-Flagler Transportation Planning Organization

1540 Cornerstone Boulevard, Suite 240

Daytona Beach, FL 32117 (386) 271-0249

www.VFTPO.org

The Volusia-Flagler Transportation Planning Organization (TPO) values diversity and both welcomes and actively seeks input from all interested parties, regardless of cultural identity, background or income level. Moreover, the Volusia-Flagler TPO does not tolerate discrimination in any of its programs, services or activities. The Volusia-Flagler TPO will not exclude participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, national origin, sex, age, disability, religion, income or family status. The Volusia-Flagler TPO will actively work to ensure the inclusion of everyone in our community so that the Volusia-Flagler TPO's programs, services and activities represent the diversity we enjoy.

The preparation of this report has been financed in part through grants from the Florida Commission for the Transportation Disadvantage, Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

Cost Analysis Certification

Volusia-Flagler TPO

Unified Planning Work Program Fiscal Year – FY 2026/27 - FY 2027/28

UPWP Status - Adopted, 4/22/2026

UPWP Revision Number - Initial Adoption, 4/22/2026

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

FDOT District Representative: Charles Koppennolle

Title and District: MPO Liaison, District 5

DocuSigned by:
Charles Koppennolle
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Date: 6/18/2026

Signature

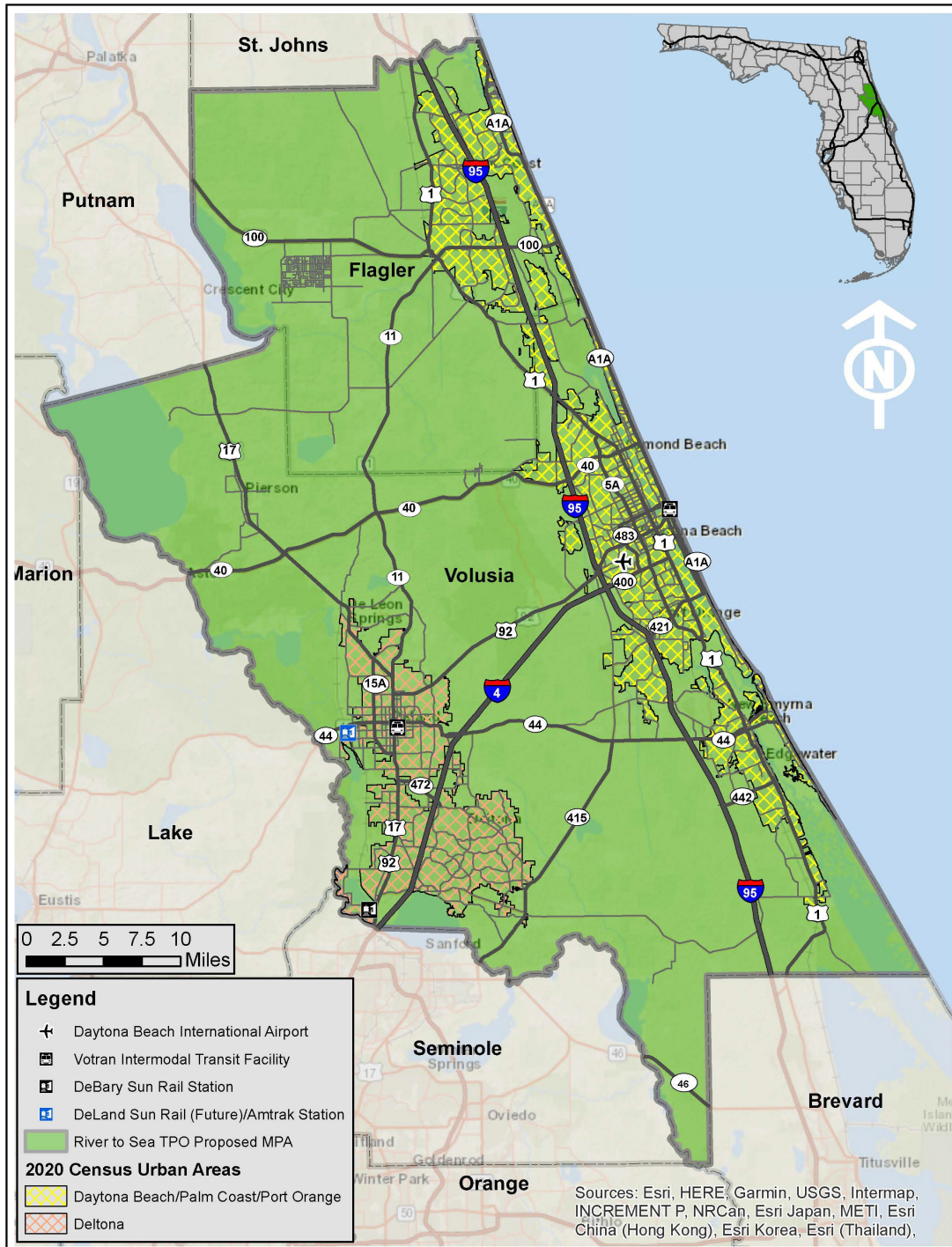
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INTRODUCTION AND OVERVIEW

The Volusia-Flagler Transportation Planning Organization (TPO) is the designated agency responsible for transportation planning and programming of federal transportation funds across Volusia and Flagler Counties. Formed in 1975, and originally serving the east side of Volusia County, the organization has grown over the past 51 years both in area covered and board size. Figure 1 depicts the extent of the TPO's metropolitan planning area.

Figure 1: Volusia-Flagler TPO Metropolitan Planning Area



Definition and Purpose of the UPWP

The Unified Planning Work Program (UPWP) identifies and outlines the program tasks to be undertaken by the Volusia-Flagler TPO over a two-year period. This particular UPWP will cover fiscal year (FY) 2026/27 and FY 2027/28 beginning on July 1, 2026 and ending on June 30, 2028.

The UPWP also identifies the funding types and amounts for each program task. The Volusia-Flagler TPO staff has worked to provide reliable estimates of the costs associated with each of the specific task items and how that funding will be expended. Readers will note that the UPWP provides information not only on what the Volusia-Flagler TPO intends to accomplish for the next two years, but also how and in what way other agencies are involved. The tasks outlined in the UPWP exhibit the cooperative effort with which the Volusia-Flagler TPO pursues the areas of interest with the TPO Board and member local governments. The UPWP is also developed with consideration for the planning emphasis areas and planning activities encouraged and/or required by the Florida Department of Transportation (FDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and the Commission for the Transportation Disadvantaged (CTD) of the State of Florida.

The funding identified within this document is provided by FHWA, FTA, FDOT, and the CTD of the State of Florida. It also includes local funds which are generated by a local assessment of all member local governments. The required local match of certain federal and state funds is provided by the participating local governments through cash and in-kind technical support of the metropolitan transportation planning process.

Transportation Priorities and Planning Activities

Through a continuing, cooperative, and comprehensive metropolitan planning process, the Volusia-Flagler TPO is committed to encouraging and promoting the safe and efficient management, operation and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within, and between, states and urbanized areas, while minimizing transportation-related fuel consumption and air pollution through metropolitan and statewide transportation planning processes as defined in Title 23, §134 and 135 and Title 49, §5303, United States Code.

The Volusia-Flagler TPO recognizes the importance of linking goals, objectives, and investment priorities to stated performance objectives, and implements performance-based planning throughout all planning and programming activities. The tasks in this UPWP are intended to reflect the priorities of the Volusia-Flagler TPO and the communities within our planning area and to respond to the challenges being faced. Among the priorities are:

- Safety and Security – Eliminate or reduce crash related fatalities and serious injuries (safety) and improve security throughout the transportation network
- Livability – Promote livability by providing, protecting and enhancing social, cultural, physical and natural environmental places
- Public Involvement – Promote equity, transparency, and opportunities for the public to be involved with their transportation system
- Multimodal – Develop and maintain a balanced and efficient multimodal transportation system at a local, regional and system-wide level
- Economic Development – Support the economic development and growth of the TPO area and region
- Connectivity – Enhance and expand transportation connectivity and choices for all users

The Volusia-Flagler TPO also recognizes a variety of challenges that exist and seeks to identify these and work collaboratively amongst our agency partners to meet these challenges. The more significant challenges being faced include: identifying and mitigating the root factors that result in injuries and fatalities on our roadways; developing a system that is resilient to disruptive events; and continuing to maintain, expand and modernize a transportation system with decreasing financial resources. The TPO embraces its role in serving the community and in working with others to address these challenges.

Over the past two years, the Volusia-Flagler TPO has continued efforts to increase inter-agency cooperation and improve the effectiveness of the organization in meeting the community's transportation needs. These efforts have included developing, updating, adopting and participating in the following:

- Volusia-Flagler 2050 – Long Range Transportation Plan
- Safe Streets and Roads for All Vision Zero Comprehensive Safety Action Plan
- Bike/Walk Central Florida Best Foot Forward Program for Volusia County and funding the expansion of the program for Flagler County
- Smart College Driving Challenge Pilot Project – recognized nationally by the American Association of State Transportation Officials (AASHTO)
- Conducting Feasibility Studies resulting in the programming and implementation of high priority traffic operations, ITS, safety, bicycling and pedestrian projects
- Expanding Community Outreach Network
- Annual “Call for Projects” to identify and prioritize transportation improvement projects
- FY 2022/23 – 2026/27 and FY 2023/24 – 2027/28 Transportation Improvement Programs (TIPs)
- 2025 and 2026 List of Priority Projects
- 2025 and 2026 Safety Performance Measures Targets
- FY 2024/25 and FY 2025/26 Unified Planning Work Program (UPWP)
- Participation in 93 community outreach events
- Public Participation Plan
- Regional List of Priority Projects
- Legislative Positions
- Assist Votran in Updating annual documents
- Providing Planning and Technical Support to Flagler County Public Transportation
- Rebranding of the TPO and relocation of the TPO’s headquarters

Consolidated Planning Grant Participation

The FDOT and the Volusia-Flagler TPO participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the TPO, FHWA, and FTA, to annually consolidate Florida’s FHWA PL and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division. These

funds are annually apportioned to FDOT as the direct recipient and allocated to the TPO by FDOT utilizing formulas approved by the TPO, FDOT, FHWA, and FTA in accordance with 23 CFR 420.109 and 49U.S.C. Chapter 53. The FDOT is fulfilling the CPG's required 18.07% non-federal share (match) using Transportation Development Credits as permitted by 23 CFR 120(i) and FTA C 8100.1D.

Federal Metropolitan Planning Funds and Soft Match

Section 120 of Title 23, U.S.C., permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the federal share to be increased up to 100% to the extent credits are available. This "soft match" equates to 18.07% for FHWA PL funds. The "soft match" amount being utilized to match the FHWA PL funding in FY 2027 and FY 2028 is \$581,996 and \$290,831, respectively.

Public Participation in the Development of the UPWP

Recognizing public participation in the transportation planning process is both meaningful and inclusive, the Volusia-Flagler TPO strives to engage citizens, affected public agencies, public and private transit services providers, public transit users, freight shippers, pedestrians, bicyclists, representatives of the disabled community, and other interested parties in all of our planning activities, including the development and review of the UPWP. The Volusia-Flagler TPO's Public Participation Plan (PPP) sets out strategies developed by the agency to ensure that public participation activities will meet or exceed the requirements outlined in the applicable federal and state guidelines. The general strategies for engaging the public in the development of this UPWP are as follows:

Presentations are made to the Technical Coordinating Committee (TCC), Citizens Advisory Committee (CAC), Bicycle/Pedestrian Advisory Committee (BPAC), and the TPO Board, to provide input in the development of the initial list of tasks for the draft document. Once compiled the initial list of tasks is presented to the TPO Board and Advisory Committees for their review and input prior to developing the draft document. Once a draft UPWP is developed, it is made available to the public for review and comment through a formal 30-day review period and during the regular meetings of the TCC, CAC, BPAC and the Volusia-Flagler TPO Board prior to adoption of the document. The Volusia-Flagler TPO uses its website, social media, and other electronic means to announce the availability of the draft UPWP for public review and comment.

The UPWP complies with the public involvement provisions of Title VI, which states: "No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance." Any person who feels that they have been subjected to race, color or national origin discrimination under Title VI of the Civil Rights Act of 1964, or other forms of discrimination based upon sex, age, disability, religion, family or income status discrimination under related nondiscrimination laws and regulations, may file a complaint with the Volusia-Flagler TPO. For more information on the Volusia-Flagler TPO's Civil Rights program and the procedures to file a complaint, contact Pamela Blankenship, Title VI Coordinator, at 386- 271-0249 ext. 1 or email pblankenship@VFTPO.org.

If a complainant is unable or unwilling to complain to the Volusia-Flagler TPO, or if the Volusia-Flagler TPO is unable to informally resolve the complaint, the complainant may file a complaint directly with FDOT and/or the US Department of Justice:

Jacqueline E. Paramore, Title VI Coordinator
Florida Department of Transportation (FDOT)605
Suwannee Street
Tallahassee, FL 32399-0450
(850) 414-4753
jacqueline.paramore@dot.state.fl.us

U.S. Department of Justice Civil Rights Division
Federal Coordination & Compliance Section, NWB
950 Pennsylvania Avenue, N.W.
Washington, D.C. 20530
Title VI Hotline: 1-888-TITLE-06 (1-888-848-5306)
(Voice / TTY)

Federal Planning Factors

Section 134 (h), of Title 23, United States Code, details planning factors which should be emphasized by TPOs as they develop their UPWPs. Each task included in this UPWP addresses one or more of the following ten planning factors, as demonstrated in Table 1.:

- support the **economic vitality** of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- increase the **safety** of the transportation system for motorized and non-motorized users;
- increase the **security** of the transportation system for motorized and non-motorized users;
- increase the **accessibility and mobility** of people and for freight;
- protect and enhance the **environment**, promote **energy** conservation, improve the **quality of life**, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- enhance the **integration and connectivity** of the transportation system, across and between modes, for people and freight;
- promote efficient **system management and operation**;
- emphasize the **preservation** of the existing transportation **system**;
- improve the **resiliency and reliability** of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- enhance **travel and tourism**.

Table 1: UPWP – Federal Planning Factors Matrix

UPWP Task Number	Federal Planning Factor									
	Economic Vitality	Safety	Security	Accessibility and Mobility	Environment, Energy, and Quality of Life	Integration and Connectivity	System Management and Operation	System Preservation	Resiliency and Reliability	Travel and Tourism
1.0	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2.0	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3.0	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4.0	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
5.0	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
6.0	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.0	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Air Quality

The Volusia-Flagler TPO is in an air quality attainment area and does not anticipate completing any non-attainment planning activities. In the event this status changes, the Volusia-Flagler TPO will amend appropriate work products related to addressing air quality.

Resolution Statement

The Resolution dated **April 22, 2026** signed by the **Volusia-Flagler TPO Board Chairperson Eric Sander** is available in Appendix A.

Certification Statements and Assurances

In response to relevant laws and regulations governing the use of federal and state grants, the Volusia-Flagler TPO includes the following certification statements and/or assurances:

- Federal and/or state funds are not being used for lobbying.
- Federal funds are not being used for procurement from persons who have been debarred or suspended, in accordance with the provisions of 49 C.F.R. Part 29, subparts A through E.
- The TPO provides an opportunity for disadvantaged business enterprises to participate in the performance of transportation planning contracts.
- The TPO has adopted and maintains a Title VI - Nondiscrimination Policy and program.
- The TPO has adopted a travel policy as stated in its Personnel Handbook.

The certification statements and assurances are included in Appendix D. The TPO Travel Policy is included in Appendix E.

ORGANIZATON AND MANAGEMENT

The Volusia-Flagler TPO is the primary agency responsible for transportation planning in Volusia and Flagler Counties. The TPO boundary encompasses two Urban Areas (UA), the Daytona Beach/Palm Coast/Port Orange UA and the Deltona UA. Both of these Urban Areas have a population that exceeds 200,000 people designating them as Transportation Management Areas (TMA). A small portion of the Daytona Beach/Palm Coast/Port Orange UA extends in to St. Johns County. A joint planning agreement with the North Florida TPO has been executed to assign planning responsibility to the respective jurisdictional boundaries and provide for urban area planning coordination.

The business of the Volusia-Flagler TPO is conducted through regularly scheduled meetings of the Volusia-Flagler TPO Board and its four advisory committees: The Executive Committee, the Technical Coordinating Committee (TCC), the Citizens' Advisory Committee (CAC), and the Bicycle/Pedestrian Advisory Committee (BPAC).

The Volusia-Flagler TPO Board and each of the advisory committees are guided by [The Volusia-Flagler TPO Bylaws](#), which identify regular meeting dates, membership makeup, and responsibilities. The current bylaws were adopted by the Volusia-Flagler TPO Board on June 25, 2014, and amended on January 27, 2021 and January 25, 2023. Please note, the TPO bylaws are scheduled to be updated in the first year of the UPWP to reflect recent changes to the organization.

The Volusia-Flagler TPO Board

The TPO Board, composed of the elected officials of the general-purpose local government entities and appointed officials of the providers of transportation in the designated metropolitan planning area, provides overall policy direction for the metropolitan transportation planning process and serves as a key coordination mechanism with state agencies on transportation planning. The TPO Board is supported by the following advisory and supported committees.

Advisory/Supported Committees

Executive Committee - The Executive Committee consisting of the TPO Chairperson, immediate Past Chairperson, 1st Vice Chairperson/Treasurer, 2nd Vice Chairperson/Secretary and three (3) TPO Board members appointed by the TPO Chairperson, is empowered to meet separately to establish the TPO Board agenda. The Executive Committee has limited budget authority to move funds from task-to-task within the adopted Unified Planning Work Program (UPWP) and budget, and to authorize the execution of contracts for services delineated within the adopted UPWP and/or items approved within the adopted budget. In addition, the Executive Committee has the authority to take ministerial or administrative actions on behalf of the TPO in the ordinary course of business of the TPO. On an annual basis, the Executive Committee shall be responsible for the evaluation of the Executive Director and shall make a recommendation to the TPO Board regarding the Executive Director's performance and contract.

Technical Coordinating Committee (TCC) - The TCC is responsible for coordinating transportation planning and programming; for review of all transportation studies, reports, and plans and/or programs; and for making recommendations to the TPO that are pertinent to the subject document. Each unit of local government appoints a person from their respective organization to assist in the decision-making process. Members are appointed based

on the experience and technical ability needed to carry out the transportation planning activities of the TPO. TCC members work with TPO staff to develop and review plans and documents and act in an advisory capacity, making recommendations to the TPO Board.

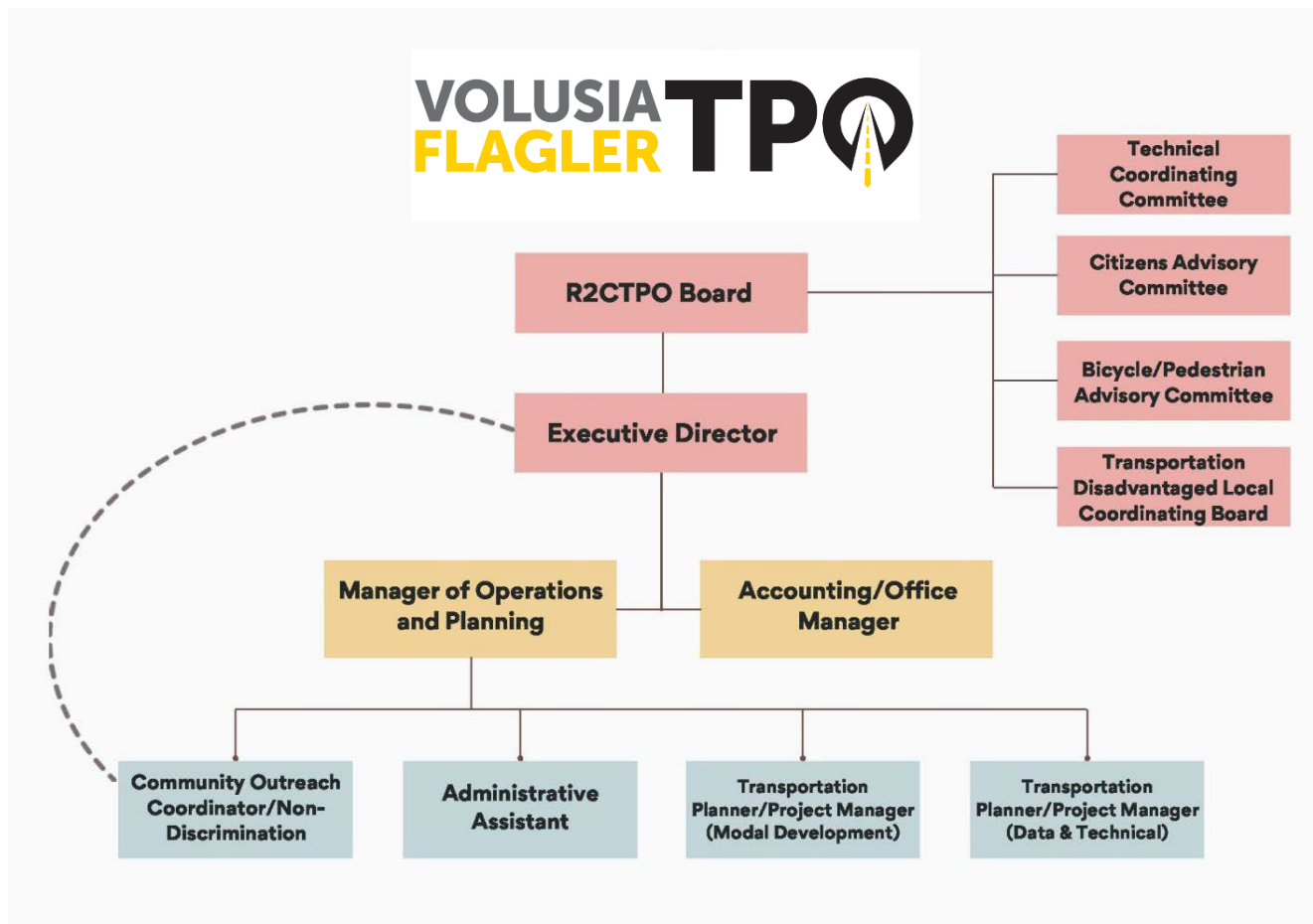
Citizens Advisory Committee (CAC) - The CAC is responsible for providing citizen input to the TPO concerning transportation planning and programming; for review of all transportation studies, reports, and plans and/or programs; and for making recommendations to the TPO that are pertinent to the subject document. A citizen representative is appointed by each TPO Board member from their respective jurisdiction to assist in the decision-making process. Members are not required to have a background in transportation but rather are appointed to represent the general citizenry and provide input to the transportation planning activities of the TPO. CAC members work with TPO staff to develop and review plans and documents and act in an advisory capacity, making recommendations to the TPO Board.

Bicycle and Pedestrian Advisory Committee (BPAC) - The BPAC is responsible for reviewing plans, policies and procedures as they relate to bicycle and pedestrian issues in the TPO planning area. In addition, the BPAC is responsible for the review and ranking of bicycle and pedestrian project applications submitted on an annual basis. Members of the BPAC are appointed by each board member from their respective jurisdiction to assist in the decision-making process for matters pertaining to bicycle and pedestrian planning and safety. Members are not required to have a background in transportation but rather are appointed to represent the general citizenry and provide input to the transportation planning activities of the TPO. BPAC members work with TPO staff to develop and review plans and documents and act in an advisory capacity, making recommendations to the TPO Board.

The Transportation Disadvantaged Local Coordinating Board (TDLCB) The primary purpose of the TDLCB is to assist the designated Official Planning Agency (the TPO) in identifying local service needs and providing information, advice and direction to the Community Transportation Coordinator (CTC) (Votran) on the coordination of services to be provided to the transportation-disadvantaged pursuant to Chapter 427.0157, Florida Statutes. With support from TPO staff, the TDLCB works closely with the CTC and is not considered an advisory committee to the TPO Board. The TDLCB is required to update their Bylaws annually as part of the planning grant agreement; therefore, the Bylaws of the TDLCB are maintained separately and reviewed by the TPO Board as required. The current Bylaws of the TDLCB were adopted on July 14, 2021. Under Chapter 427, Florida Statutes, the TPO is responsible for providing the TDLCB with sufficient staff support and resources to enable it to fulfill its responsibilities. This support is provided by the Volusia-Flagler TPO Transportation Planner/Project Manager (Modal Development).

Volusia-Flagler TPO Staff

TPO staff provide planning and administrative support to the TPO Board and committees. The Volusia-Flagler TPO staff consists of an executive director, a group of transportation planning professionals, a community outreach coordinator, a financial officer, and administrative personnel. The staff coordinates meetings and planning activities, prepares planning documents and materials, conducts public outreach and provides for the general functions of the organization in compliance with state and federal laws.



Continuity of Operations Plan (COOP)

The Volusia-Flagler TPO updated their [Continuity of Operations Plan \(COOP\)](#) on April 26, 2023. The purpose of the COOP is to educate Volusia-Flagler TPO employees on how to respond to different types of emergencies, considering the TPO office layout, structural features, and emergency systems. The COOP is an effort by the TPO to ensure continued performance of minimal essential functions during a wide range of potential emergencies. The Volusia-Flagler TPO completes a COOP exercise and training annually. Please note, the COOP is scheduled to be updated in the first year of the UPWP to reflect recent changes to the organization.

Planning and Funding Agreements

The Volusia-Flagler TPO receives FHWA Section 112 PL and SU funds, and Transportation Disadvantaged (TD) Funds. These funds are passed through to the TPO to support the planning activities for the metropolitan planning area.

The FHWA Section 112 PL funds and SU funds operate under a single, two-year Transportation Planning Funds Joint Participation Agreement (JPA) between the Volusia-Flagler TPO and FDOT to provide for the use of federal planning funds to be “passes through” to the Volusia-Flagler TPO to accomplish the work products in the UPWP. The current agreement expires June 30, 2026, and a new agreement shall be executive with the adoption of the new UPWP to be effective July1, 2026 through June 30, 2028.

The Volusia-Flagler TPO submits a grant application annually to the CTD for planning grant funds. Upon approval of the application, the CTD and the TPO execute an agreement that outlines the necessary deliverables the Volusia-Flagler TPO is required to complete in order receive reimbursement.

An interlocal agreement with the Central Florida MPO Alliance was executed on October 14, 2016 establishes an MPO Alliance consisting of representatives from MetroPlan Orlando, Volusia-Flagler TPO, Ocala Marion TPO, Lake Sumter MPO, Space Coast TPO and Polk TPO. The Alliance was formed to enhance regional planning for the Central Florida area. The agreement remains in effect unless dissolved by mutual agreement amongst members. A copy of the current interlocal agreement is included in Appendix H. This agreement will be restated in Spring of 2026.

An interlocal agreement, the Intergovernmental Coordination and Review for the Creation of the Metropolitan Planning Organization, between FDOT and the cities and counties within the Volusia-Flagler TPO's metropolitan planning area establishes the makeup of the TPO and explains the various responsibilities for the organization and its members. It provides communication and cooperation with local airport and port authorities as well as public transportation providers. This agreement was most recently updated in August 2014 and is in the process of being updated to reflect the current approved Apportionment Plan.

Also, in August 2014, the Volusia-Flagler TPO, FDOT, East Central Florida Regional Planning Council, Northeast Florida Regional Planning Council, Volusia County (representing the Daytona Beach International Airport and Volusia County's Public Transit System, VoTran), Flagler County (representing the Flagler County Airport and Public Transit System), and the cities of New Smyrna Beach, DeLand, and Ormond Beach (each representing municipal airports) executed the Intergovernmental Coordination and Review (ICAR) and Public Transportation Coordination Joint Participation Agreement. This document updates the interlocal agreement with the local airports, VoTran, the FDOT, and the East Central Florida Regional Planning Council and includes a section dealing with conflict resolution.

UPWP Program and Format

The Volusia-Flagler TPO's FY 2026/27 and FY 2027/28 UPWP, covering the two fiscal years from July 1, 2026 to June 30, 2028, was developed by the Volusia-Flagler TPO staff in cooperation with the FDOT and members of the Volusia-Flagler TPO Board, TCC, CAC, and BPAC.

This section of the UPWP documents each specific task to be undertaken during the two years covered by this document, including the purpose of the task, previous work accomplished, proposed methodology, responsible agencies, cost estimates and proposed funding sources.

The UPWP contains seven tasks representing the work activities of the organization and as briefly described below:

1.0 Administration and Program Support: This task represents all administration and program support activities, including administration and operations, information technology systems and website support, public involvement, UPWP development and implementation, and state and regional coordination. The purpose of this task is to administer the metropolitan planning process of the TPO in conformance with all applicable federal and state regulations to ensure the TPO operates in a fiscally sound, organized, and efficient manner that supports a continuing, cooperative, and comprehensive transportation planning process.

2.0 Planning Projects and Programs: This task represents transportation-related activities, planning projects and state and regional coordination. These tasks include general planning studies, community safety related program, transportation data and information management, bicycle and pedestrian implementation, and state and regional planning, as well as providing staff support for special study consultant activities contained in Task 6.0

3.0 Transportation Improvement Program: This task is intended to document all activities associated with the development and maintenance of a five-year TIP as mandated by federal and state law (Title 23 and Title 49, U.S.C. and F.S. 339.175). Activities required under this task element include the annual development of a new five-year TIP, amendments as needed including the annual “roll forward” update, publication and maintenance of the TIP and management of the annual Call for Projects and development of the TPO's Lists of Priority Projects (LOPP).

4.0 Long Range Transportation Plan: This task supports the Long Range Transportation Plan. The purpose of the LRTP is to develop and maintain a 25-year plan that assesses future transportation infrastructure needs and opportunities for the TPO planning area. Working with consultants, the TPO staff will complete all activities required for inclusion in the LRTP and ensure compliance with federal planning requirements.

5.0 Transit and Transportation Disadvantaged Programs: This task includes elements which provide for coordination with local governments for transit-friendly development and an assessment of current transportation options for the elderly and recommendations for improvements.

6.0 Special Studies: This task supports pass-through and consultant activities for special studies and task work orders.

7.0 Regional Activities Transfer: This task supports the transfer of funds to MetroPlan Orlando for administration support for the Central Florida MPO Alliance.

Each task sheet follows the following consistent format: the top line identifies the task number and title in large bold type. A list of the agencies responsible for implementation follows immediately below. Next, a table of information identifies the task purpose, previous/ongoing work, required activities and work products with target dates for completion, and the TPO staff responsible for the task. Budget tables of costs associated with each task are provided below the task activities. The general description of costs contained within the budget tables are provided below:

Personnel: Salaries and fringe benefits of the Volusia-Flagler TPO staff.

Consultant: Expenses relating to consultant support for planning studies/activities and administrative support.

Travel: Expenses incurred with daily and/or overnight travel of TPO staff attending meetings, conferences workshops and seminars. Also includes travel for TPO Board members to MPOAC Institute and regional meetings. The Volusia-Flagler TPO Travel policy is contained in Appendix E.

Office Expense: Expenses directly related to the office including office lease, utilities, telephone, off site storage and janitorial services, and office upgrades.

Operating Expenses: Daily and general operating expenses and fees including postage, advertising, copy machine costs, training, agency memberships, office supplies, general liability insurance, banking fees, accounting software fees, CFMPOA, memberships and dues, conference/workshop/seminar registrations, publications, and professional development.

Professional Services: Expenses related to professional services including audit, legal, accounting/finance, and payroll.

Equipment: Expenses related to equipment replacement and purchasing including computers; printers; plotters; meeting support items (cameras, video recording devices, microphones, etc.); chairs, desks, computers, computer accessories, tables, etc.

Network Services: Expenses related to IT support and services, hardware and website hosting and maintenance.

Software: Expenses related to software acquisition and maintenance, support services, and other efforts to improve internal and external data sharing capabilities.

Capital Expenditure (AV System Upgrade): Expenses associated with the purchase and installation of a new Audio-Visual system in the TPO conference room.

Capital Expenditure (IT Server Replacement): Expenses associated with life cycle replacement of the TPO's Server.

Outreach/Educational: Expenses associated with TPO outreach activities including safety and educational materials to include safety awareness literature, bicycle helmets, safety items.

UPWP TASKS

Task 1.0 – Administration and Program Support

Responsible Agency – Volusia-Flagler TPO

Purpose
Administer the metropolitan planning process of the TPO in conformance with all applicable federal and state regulations to ensure the TPO operates in a fiscally sound, organized, and efficient manner that supports a continuing, cooperative, and comprehensive transportation planning process.

Previous Work
Overall administration, management, and program support of the organization including personnel management, financial operations, general administrative support, meetings and member support, Unified Planning Work Program development and implementation, public outreach and involvement activities, regional planning and coordination activities, information technology systems, website support and maintenance.

Work Activities	Key Projects and Deliverables (Timeframe)
<u>General Administration:</u> • Personnel and Policies • Human Resources • Financial Management • Annual Audit • Administrative Support • Operating Expenses • Training/Travel • Board and Committee Administration • Strategic Planning • Contract Management • Legal Services • Professional Support Services • State and Regional Coordination	• Develop a Policies and Procedures Reference Manual (June 2027) • Update the Employee Handbook (June 2027) • Update the Purchasing Manual (June 2027) • Update Personnel Study and Pay Classification (June 2027) • Update TPO Bylaws (June 2027) • Develop Operating Budget (Annually) • Complete a COOP Exercise and training (Annually) • Independent Audit for Financial Compliance (Annually) • Develop Legislative Positions (Annually) • Issue RFPs for support services/consultants (As Needed) • Grant Reimbursements (Monthly) • FDOT Joint Certifications (Annually) • FHWA Certification (June 2028)
<u>Public Involvement:</u> • Public Outreach • Media Relations • Public Notices and Advertising • Provide responses to requests for information • Public participation support of transportation related projects and activities	• Review and Update the Public Participation Plan (As Needed) • Review and Update Title VI and LEP Documents (As Needed) • Coordinate Helmets and Educational Material Distribution (Ongoing) • Complete Title VI Training (Annually) • Develop Public Involvement Matrix Summary (annually) • Produce Transportation Talk, TPO Electronic Newsletter (Monthly) • Create and Distribute TPO Activities and Outreach Summaries (Monthly) • Presentations to increase awareness of transportation issues (As Requested) • Develop press releases, public service announcements, and legal advertisements (As Needed) • Update TPO website, social media pages and scrapbook (Ongoing)

<u>Program Development (UPWP):</u> • Develop, Maintain and Implement FY 26/27 and 27/28 Planning Work Program • Implement Consolidated Planning Grant	• Manage Planning Activities, Deliverables and Budget (Ongoing) • Prepare and Submit Grant Reimbursements (Monthly) • Process UPWP Amendments and Modifications (As Needed) • Develop and Adopt new Two-Year UPWP (June 2028)
<u>Information Technology Systems:</u> • Manage IT needs – equipment, software, internet access, inventory	• Update TPO Website • Procure/Replace Equipment as needed • Electronic File Management (maintaining and archiving)

* Indicates Work Products that may utilize Consultants

Responsible TPO Staff:

Executive Director – Colleen Nicoulin

Manager of Operations and Planning

Accounting and Office Manager

Community Outreach Coordinator

Administrative Assistant

Transportation Planner – Project Manager (Modal) (Data)

Task 1.0 Budget Detail

Year 1 - FY 2026/27

	Fund Source:		FHWA		CTD	Local/Other	
	Contract:		G3P90		TBD	N/A	
Category/Budget Item	PL Funds	SU Funds	TD Funds	Funds	Total		
Personnel							
Salaries and Fringe Benefits	\$490,539	\$0	\$0		\$490,539		
Category Subtotal	\$490,539	\$0	\$0	\$0	\$490,539		
Consultant							
Consultant Services	\$150,000	\$0	\$0	\$0	\$150,000		
Category Subtotal	\$150,000	\$0	\$0	\$0	\$150,000		
Travel							
Travel Expenses	\$20,000	\$0	\$1,500	\$0	\$21,500		
Category Subtotal	\$20,000	\$0	\$1,500	\$0	\$21,500		
Other Direct Expenses							
Office Expenses	\$156,200	\$0	\$0	\$0	\$156,200		
Operating Expenses	\$95,375	\$0	\$500	\$0	\$95,875		
Network Costs	\$38,500	\$0	\$0	\$0	\$38,500		
Software	\$20,000	\$0	\$0	\$0	\$20,000		
Professional Services	\$26,000	\$0	\$0	\$0	\$26,000		
Audit	\$20,000	\$0	\$0	\$0	\$20,000		
Capital Outlay - Equipment	\$15,000	\$0	\$0	\$0	\$15,000		
Category Subtotal	\$371,075	\$0	\$500	\$0	\$371,575		
Task Total	\$1,031,614	\$0	\$2,000	\$0	\$1,033,614		

Year 2 - FY 2027/28

	Fund Source:		FHWA		CTD	Local/Other	
	Contract:		G3P90		TBD	N/A	
Category/Budget Item	PL Funds	SU Funds	TD Funds	Funds	Total		
Personnel							
Salaries and Fringe Benefits	\$250,000	\$0	\$0	\$250,502	\$500,502		
Category Subtotal	\$250,000	\$0	\$0	\$250,502	\$500,502		
Consultant							
Consultant Services	\$0	\$0	\$0	\$0	\$0		
Category Subtotal	\$0	\$0	\$0	\$0	\$0		
Travel							
Travel Expenses	\$18,500	\$0	\$1,500	\$0	\$20,000		
Category Subtotal	\$18,500	\$0	\$1,500	\$0	\$20,000		
Other Direct Expenses							
Office Expenses	\$156,200	\$0	\$0	\$0	\$156,200		
Operating Expenses	\$94,875	\$0	\$500	\$0	\$95,375		
Network Costs	\$38,500	\$0	\$0	\$0	\$38,500		
Software	\$20,000	\$0	\$0	\$0	\$20,000		
Professional Services	\$26,000	\$0	\$0	\$0	\$26,000		
Audit	\$20,000	\$0	\$0	\$0	\$20,000		
Capital Outlay - Equipment	\$15,000	\$0	\$0	\$0	\$15,000		
Category Subtotal	\$370,575	\$0	\$500	\$0	\$371,075		
Task Total	\$639,075	\$0	\$2,000	\$250,502	\$891,577		

*Local/Other Funds includes estimated PL Carry Forward Amounts in Year 2 (will require a UPWP Amendment following close out of FY 2024/25 and FY 2025/26 UPWP)

Task 2.0 – Planning Projects and Program Support

Responsible Agency – Volusia-Flagler TPO

Purpose	
This task combines transportation-related activities, planning projects and programs from previous UPWPs into one task. These tasks include general planning studies, community safety related program, transportation data and information management, and bicycle and pedestrian implementation as well as providing staff support for management of special study consultant activities contained within Task 6.0	
Previous Work	
Provide support, coordinate efforts, and participate as needed in the completion of various planning studies including corridor studies, participating in and commenting on PD&E developments of regional impact and other planning efforts that evaluate and improve the transportation system, regional planning coordination efforts, as well as planning and promoting safe, non-motorized travel options within the planning area. This task also involved enhancing community safety awareness in the TPO planning area by organizing, supporting and participating in new and recurring community safety events and programs.	
Work Activities	Key Projects and Deliverables (Timeframe)
General Planning: • Complete Streets • Resiliency Planning • TSMO strategies and projects • Freight Planning • Participation in local planning area meetings • Participate in project public meetings • Provide project development support • Provide support for planning studies, corridor studies, masterplans, PD&E studies and environmental analysis	• Update Transportation Impact Analysis (TIA) guidelines (June 2027) • Utilize heat maps to track recent crash data to identify hot spots (Annually) • Review and analysis crash data and contributing factors (Annually) • Conduct Regional Planning Sub-Area Studies (As Requested) • Conduct School Safety Studies for select schools to identify safety and traffic operations concerns (As Requested) • Conduct Electric Bicycle (E-Bike) Safety Improvement Study (June 2027)
Community Safety: • Implement Community Safety Action Plan • Participate in CTST Meetings • Develop and Implement a Community Safety Events Schedule • Partner with local and statewide agencies on safety awareness campaigns	• Develop and deliver presentations to increase awareness of safety issues (As Requested) • Develop an Educational and Awareness campaign for safety, speeding and distracted driving (Ongoing) • Create targeted and social media safety campaigns (Ongoing) • Coordinate Helmets and Educational Material Distribution (As Requested) • Continue Social Media Distracted Driving Awareness Campaign (June 2027 and June 2028) • Develop Safety Public Service Announcements (As Needed) • Participation in the Bike/Walk Central Florida Best Foot Forward Pedestrian Safety Program (June 2027 and June 2028)

<u>Transportation Data Information Management:</u> • Collect, monitor and provide data analysis • Transportation Performance Measures	• Update Transportation Systems Congestion Management/ Performance Measures Report (June 2028) • Adopt Safety Performance Targets (Feb 2027 and Feb 2028)
<u>Bicycle/Pedestrian Planning:</u> • Planning and promotion of safe, non-motorized travel options • Participate in local and regional bicycle/pedestrian advisory groups • Provide support for bicycle/pedestrian special studies	• Coordinate with FDOT and local governments on short-term and continuous Bicycle and Pedestrian Counters (Ongoing) • Create a digital, app-compatible replacement for the Bicycle Suitability Map (June 2028) • Participation in the Bike/Walk Central Florida Best Foot Forward Pedestrian Safety Program (June 2027 and June 2028) • Update the TPO Bicycle and Pedestrian Master Plan (June 2028)
<u>State and Regional Planning:</u> • Planning and Program Support for Regional, State and National Planning Activities • Participation in FDOT-MPO Leadership Meetings	• Development of Regional LOPP and Legislative Positions (CFMPOA) (June 2027 and June 2028)

* Indicates Work Products that may utilize Consultants

Responsible TPO Staff:

Executive Director – Colleen Nicoulin
Manager of Operations and Planning
Community Outreach Coordinator
Transportation Planner (Modal) (Data)

Task 2.0 Budget Detail

Year 1 - FY 2026/27

	Fund Source:	FHWA		CTD	Local/Other	
	Contract:	G3P90		TBD	N/A	
Category/Budget Item		PL Funds*	SU Funds	TD Funds	Funds	Total
Personnel						
Salaries and Fringe Benefits		\$259,827	\$0	\$0	\$0	\$259,827
Category Subtotal		\$259,827	\$0	\$0	\$0	\$259,827
Consultant Services						
Consultant Services		\$0	\$0	\$0	\$0	\$0
Category Subtotal		\$0	\$0	\$0	\$0	\$0
Other Direct Expenses						
Outreach/Educational		\$12,500	\$0	\$0	\$0	\$12,500
Category Subtotal		\$12,500	\$0	\$0	\$0	\$12,500
Task Total		\$272,327	\$0	\$0	\$0	\$272,327

Year 2 - FY 2027/28

	Fund Source:	FHWA		CTD	Local/Other	
	Contract:	G3P90		TBD	N/A	
Category/Budget Item		PL Fund*	SU Funds	TD Funds	Funds	Total
Personnel						
Salaries and Fringe Benefits		\$134,646	\$0	\$0	\$179,156	\$313,802
Category Subtotal		\$134,646	\$0	\$0	\$179,156	\$313,802
Consultant Services						
Consultant Services		\$0	\$0	\$0	\$0	\$0
Category Subtotal		\$0	\$0	\$0	\$0	\$0
Other Direct Expenses						
Outreach/Educational		\$12,500	\$0	\$0	\$0	\$12,500
Category Subtotal		\$12,500	\$0	\$0	\$0	\$12,500
Task Total		\$147,146	\$0	\$0	\$179,156	\$326,302

*These funds satisfy the requirements for the 2.5% PL set aside for Complete Streets planning. [\$ 11206(b)]. 2.5% of the total PL allocation for FY 2026/27 is \$65,970 of \$2,638,791 and for FY 2027/28 is \$32,965 of \$1,318,591

**Local/Other Funds includes estimated PL Carry Forward Amounts in Year 2 (will require a UPWP Amendment following close out of FY 2024/25 and FY 2025/26 UPWP)

Task 3.0 – Transportation Improvement Program (TIP)

Responsible Agency – Volusia-Flagler TPO

Purpose	
This task is intended to document all activities associated with the development and maintenance of a five-year TIP as mandated by federal and state law (Title 23 and Title 49, U.S.C. and F.S. 339.175). Activities required under this task element include the annual development of a new five-year TIP, amendments as needed including the annual “roll forward” update, publication of the TIP including the maintenance of the interactive, online TIP and management of the annual Call for Projects and development of the TPO's Lists of Priority Projects (LOPP).	
Previous Work Activity	
Updated and Adopted 2025 and 2026 List of Priority Projects, developed and adopted FY 2024/25 to FY 2028/29 TIP and FY 2025/26 to FY 2029/30 TIP, processed TIP amendments and modifications, conducted an annual review of prioritization process to include review of and revisions to the scoring criteria and guiding policies, issued and managed the annual Call for Projects, coordinate with FDOT on project programming and development of Tentative Work Program.	
Work Activities	Key Projects and Deliverables (Timeframe)
• Develop and Maintain Five-Year Plan of Projects (TIP) • Develop and Maintain List of Priority Projects	• Issue Annual Call for Projects (Annually) • Convene Subcommittees for Project Ranking (Annually) • Update and Adopt List of Priority Projects (June 2027 and June 2028) • Develop and Adopt a Five-Year TIP* (June 2027 and June 2028) • Process TIP Amendments and Modifications* (As Needed) • Coordinate with FDOT on Project Programming and Development of Annual TPO Work Program (Annually)

* Indicates Work Products that may utilize Consultants

Responsible TPO Staff:

Executive Director – Colleen Nicoulin
Manager of Operations and Planning
Transportation Planner (Modal) (Data)

Task 3.0 Budget Detail

Year 1 - FY 2026/27

	Fund Source:	FHWA		CTD	Local/Other	Total
	Contract:	G3P90			N/A	
Category/Budget Item		<u>PL Funds</u>	<u>SU Funds</u>	<u>TD Funds</u>	<u>Funds</u>	
Personnel						
Salaries and Fringe Benefits		\$43,874	\$0	\$0	\$0	\$43,874
Category Subtotal		\$43,874	\$0	\$0	\$0	\$43,874
Consultant Services						
Consultant Services		\$50,000		\$0	\$0	\$50,000
Category Subtotal		\$50,000	\$0	\$0	\$0	\$50,000
Task Total		\$93,874	\$0	\$0	\$0	\$93,874

Year 2 - FY 2027/28

	Fund Source:	FHWA		CTD	Local/Other	Total
	Contract:	G3P90			N/A	
Category/Budget Item		<u>PL Funds</u>	<u>SU Funds</u>	<u>TD Funds</u>	<u>Funds</u>	
Personnel						
Salaries and Fringe Benefits		\$39,481	\$0	\$0	\$0	\$39,481
Category Subtotal		\$39,481	\$0	\$0	\$0	\$39,481
Consultant Services						
Consultant Services		\$50,000	\$0	\$0	\$0	\$50,000
Category Subtotal		\$50,000	\$0	\$0	\$0	\$50,000
Task Total		\$89,481	\$0	\$0	\$0	\$89,481

Task 4.0 – Long Range Transportation Plan

Responsible Agency – Volusia-Flagler TPO

Purpose	
This task supports the Long Range Transportation Plan. The purpose of the LRTP is to develop and maintain a 25-year plan that assesses future transportation infrastructure needs and opportunities for the TPO planning area. Working with consultants, the TPO staff will complete all activities required for inclusion in the LRTP and ensure compliance with federal planning requirements.	
Previous/Ongoing Work	
Development and Adoption of the Volusia-Flagler 2050 Long Range Transportation Plan and processing LRTP Amendments as requested	
Work Activities	Key Projects and Deliverables (Timeframe)
• Management of the Volusia-Flagler 2050 Long Range Transportation Plan	• Implement Volusia-Flagler 2050 LRTP (Ongoing) • Process Volusia-Flagler 2050 LRTP Amendments* (As Needed) • CFRPM Model Update*

*Indicates work products that may utilize consultants

Responsible TPO Staff:

Executive Director – Colleen Nicoulin
Manager of Operations and Planning
Transportation Planner (Modal) (Data)

Task 4.0 Budget Detail

Year 1 - FY 2026/27

Fund Source:	FHWA		CTD	Local/Other	
Contract:	G3P90		TBD	N/A	
Category/Budget Item	PL Funds*	SU Funds	TD Funds	Funds	Total
Personnel					
Salaries and Fringe Benefits	\$27,882	\$0	\$0	\$0	\$27,882
Category Subtotal	\$27,882	\$0	\$0	\$0	\$27,882
Consultant Services					
Consultant Services	\$75,000	\$0	\$0	\$0	\$75,000
Category Subtotal	\$75,000	\$0	\$0	\$0	\$75,000
Task Total	\$102,882	\$0	\$0	\$0	\$102,882

Year 2 - FY 2027/28

	Fund Source: Contract:	FHWA G3P90	CTD TBD	Local/Other N/A		
Category/Budget Item		PL Funds*	SU Funds	TD Funds	Funds	Total
Personnel						
Salaries and Fringe Benefits		\$19,502	\$0	\$0	\$0	\$19,502
Category Subtotal		\$19,502	\$0	\$0	\$0	\$19,502
Consultant Services						
Consultant Services		\$0	\$0	\$0		\$0
Category Subtotal		\$0	\$0	\$0	\$0	\$0
Task Total		\$19,502	\$0	\$0	\$0	\$19,502

Task 5.0 – Transit Related Activities and TD Program

Responsible Agency – Volusia-Flagler TPO/Votran/Flagler County Public Transportation

Purpose
The purpose of this task is to provide technical planning staff and consultant assistance for local government and transit agencies to identify transit development priorities, improve regional transit connectivity, and continue to improve coordinated transportation services to meet the mobility needs of the TPO transportation disadvantaged groups. This task also provides transit planning assistance in support of service planning activities including, but not limited to, coordination with local governments, route analysis and data retrieval, service performance reporting, transit research, transportation disadvantaged programs and transit plan development and implementation.

Previous/Ongoing Work
Provided technical staff support for the TDLCB and its committees including meeting coordination, development of agenda support documentation, and conducting presentations of transit information, participated in regional transit studies and community initiatives, conducted TDLCB Annual Public Hearing, adopt Transit Safety Targets, attended Florida TD Commission's Annual Transportation Disadvantaged Legislative Awareness Day, updated TDLCB Bylaws, provided funding assistance for Votran

Work Activities	Key Projects and Deliverables (Timeframe)
• Provide technical planning assistance for local government and transit agencies • Identify transit development priorities • Improve transit related safety & connectivity	• Provide technical planning assistance and develop reports (Ongoing) • Produce annual quarterly reports and required plans ○ Volusia County's AOR and AER Reports ○ TDSP Annual update reports ○ CTD quarterly program reports ○ Other plans and report updates • Coordinate and attend Florida TD Commission's Annual Transportation Disadvantaged Legislative Awareness Day • Votran Southwest Intermodal Transfer Facility • Votran Transit Facility Improvements • (CMAQ) Congestion Reduction, Traffic Flow Improvements & Transit Improvements • Votran Automatic Passenger Counter (APC) Improvements • Technical/planning assistance for Flagler County Public Transportation to complete FTA Section 5307 Designated Recipient Process • Technical/planning assistance for Flagler County Public Transportation to complete Public Transportation Agency Safety Plan (PTASP)

* Indicates Work Products that may utilize Consultants, Votran, or FCPT

Responsible TPO Staff:

Executive Director – Colleen Nicoulin
Manager of Operations and Planning
Transportation Planner (Modal)

Task 5.0 Budget Detail

Year 1 - FY 2026/27

Fund Source: Contract:	FHWA G3P90	CTD TBD	Local/Other N/A		
Category/Budget Item	PL Funds	SU Funds	TD Funds	Funds	Total
Personnel					
Salaries and Fringe Benefits	\$25,417	\$0	\$34,622		\$60,039
Category Subtotal	\$25,417	\$0	\$34,622	\$0	\$60,039
Consultant Services					
Consultant Services	\$0	\$0	\$0		\$0
Category Subtotal	\$0	\$0	\$0	\$0	\$0
Pass-Through					
Pass-Through	\$183,000	\$0	\$0	\$0	\$183,000
Category Subtotal	\$183,000	\$0	\$0	\$0	\$183,000
Task Total	\$208,417	\$0	\$34,622	\$0	\$243,039

Year 2 - FY 2027/28

	Fund Source: Contract:	FHWA G3P90	CTD TBD	Local/Other N/A		
Category/Budget Item		PL Funds	SU Funds	TD Funds	Funds	Total
Personnel						
Salaries and Fringe Benefits		\$26,719	\$0	\$34,622	\$0	\$61,341
Category Subtotal		\$26,719	\$0	\$34,622	\$0	\$61,341
Consultant Services						
Consultant Services		\$0	\$0	\$0	\$0	\$0
Category Subtotal		\$0	\$0	\$0	\$0	\$0
Pass-Through						
Pass-Through		\$100,000	\$0	\$0	\$0	\$100,000
Category Subtotal		\$100,000	\$0	\$0	\$0	\$100,000
Task Total		\$126,719	\$0	\$34,622	\$0	\$161,341

Task 6.0 – Special Studies

Responsible Agency – Volusia-Flagler TPO

Purpose
To conduct special studies and task work orders for on-call consultant technical support and pass-through projects

Previous Work
Planning Level Feasibility Studies, Vision Zero Comprehensive Safety Action Plan, Expansion of the Best Foot Forward Pedestrian Safety Program in Flagler County

Work Activities	Key Projects and Deliverables (Timeframe)
Task work orders to support general planning activities/studies through consultants or pass-through services	- Complete Planning Level Feasibility Studies for Bicycle/Pedestrian and Traffic Operations focused projects (Ongoing) - Update Transportation Impact Analysis (TIA) guidelines (June 2027) - Update Transportation Systems Congestion Management/Performance Measures Report (June 2027) - Update the TPO Bicycle and Pedestrian Master Plan (June 2028) - Create a digital, app-compatible replacement for the Bicycle Suitability Map (June 2028) - Conduct Regional Planning Sub-Area Studies, as requested by member governments (As Requested) - Conduct School Safety Studies for select schools to identify safety and traffic operations concerns (As Requested) - Conduct Electric Bicycle (E-Bike) Safety Improvement Study (June 2027) - Social Media Distracted Driving Awareness Campaign (Ongoing) - Best Foot Forward Pedestrian Safety Program in Volusia and Flagler Counties (June 2027 and June 2028) - Countywide Gaps and Opportunities Analysis for Active Transportation Network (June 2028) - Annual Reporting of Progress Towards Vision Zero (June 2027 and June 2028) - Miscellaneous Planning and On Demand Support (As Needed)

*Activities and consultant scopes of services and schedules will be amended into Appendix I prior to start of project

Responsible TPO Staff:

Executive Director – Colleen Nicoulin
Manager of Operations and Planning
Community Outreach Coordinator
Transportation Planner (Modal) (Data)

Task 6.0 Budget Detail

Year 1 - FY 2026/27

	Fund Source:	FHWA		Local/Other	Total
	Contract:	G3P90		N/A	
Category/Budget Item		PL Funds	SU Funds	Funds	
Consultant Services					
Consultant Services		\$706,678	\$150,000	\$35,000	\$891,678
Category Subtotal		\$706,678	\$150,000	\$35,000	\$891,678
Pass-Through					
Pass-Through		\$218,000	\$0	\$0	\$218,000
Category Subtotal		\$218,000	\$0	\$0	\$218,000
Task Total		\$924,678	\$150,000	\$35,000	\$1,109,678

Year 2 - FY 2027/28

	Fund Source:	FHWA		Local/Other	Total
	Contract:	G3P90		N/A	
Category/Budget Item		PL Funds	SU Funds	Funds**	
Consultant Services					
Consultant Services		\$181,668	\$0	\$203,706	\$385,374
Category Subtotal		\$181,668	\$0	\$203,706	\$385,374
Pass-Through					
Pass-Through		\$110,000	\$0	\$0	\$110,000
Category Subtotal		\$110,000	\$0	\$0	\$110,000
Task Total		\$291,668	\$0	\$203,706	\$495,374

** Local Funds include 10% local match requirement from member governments for feasibility studies and estimated PL and SU Carry Forward amounts in Year 2 (will require a UPWP Amendment following close-out of FY 24/25 and FY 25/26 UPWP)

Task 7.0 – Regional Activities Transfer

Responsible Agency – Volusia-Flagler TPO

Purpose
To promote and enhance interregional transportation planning and coordination with neighboring MPOs by supporting common interest, through the Central Florida MPO Alliance (CFMPOA). Participating MPOs/TPOs include: Space Coast TPO, Volusia-Flagler TPO, Ocala/Marion TPO, Lake/Sumter MPO, Polk TPO and MetroPlan Orlando.

Previous Work
CFMPOA Regional Priority Project List, quarterly meetings, annual joint meeting with Sun Coast Transportation Planning Alliance

Activities	Key Projects and Deliverables (Timeframe)
Transfer to MetroPlan Orlando, financial support to administer the CFMPOA	- CFMPOA Regional Regional Priority Project List (June 2027 and June 2028) - CFMPOA continued coordination amongst regional MPO partners (Quarterly/Ongoing) - CFMPOA Regional Indicators Report (June 2027 and June 2028) - CFMPOA Regional LRTP Summary (June 2027)

Participating agencies of the CFMPOA include Lake-Sumter MPO, MetroPlan Orlando, Ocala-Marion TPO, Polk TPO, Volusia-Flagler TPO and Space Coast TPO.

Responsible TPO Staff:

Executive Director – Colleen Nicoulin
Manager of Operations and Planning

Task 7.0 Budget Detail

Year 1 - FY 2026/27

Category/Budget Item	Fund Source: Contract:		CTD TBD TD Funds	Local/Other N/A Funds	Total
	PL Funds	SU Funds			
Transfer					
Transfer to MetroPlan Orlando Annual Allocation for CFMPO Alliance	\$5,000	\$0	\$0	\$0	\$5,000
Category Subtotal	\$5,000	\$0	\$0	\$0	\$5,000
Task Total	\$5,000	\$0	\$0	\$0	\$5,000

Year 2 - FY 2027/28

Category/Budget Item	Fund Source: Contract:		CTD TBD TD Funds	Local/Other N/A Funds	Total
	PL Funds	SU Funds			
Transfer					
Transfer to MetroPlan Orlando Annual Allocation for CFMPO Alliance	\$5,000	\$0	\$0	\$0	\$5,000
Category Subtotal	\$5,000	\$0	\$0	\$0	\$5,000
Task Total	\$5,000	\$0	\$0	\$0	\$5,000

Orange indicates outgoing funds

SUMMARY TABLES

AGENCY PARTICIPATION							
TASK	Funding Source:	FHWA*		CTD		Local/Other	
	Contract:	G3P90		TBD		N/A	
	Fiscal Year:	2027	2028	2027	2028	2027	2028
	Total Budget:	\$ 2,788,791	\$ 1,318,591	\$ 35,943	\$ 35,943	\$ 35,000	\$ 633,364
SECTION 1.0 Administration and Program Support							
Personnel		\$ 490,539	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,502
Consultant		\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
Travel		\$ 20,000	\$ 18,500	\$ 1,500	\$ 1,500	\$ -	\$ -
Direct Expenses		\$ 371,075	\$ 370,575	\$ 500	\$ 500	\$ -	\$ -
Total		\$ 1,031,614	\$ 639,075	\$ 2,000	\$ 2,000	\$ -	\$ 250,502
SECTION 2.0 Planning Projects and Programs							
Personnel		\$ 259,827	\$ 134,646	\$ -	\$ -	\$ -	\$ 179,156
Consultant		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses		\$ 12,500	\$ 12,500	\$ -	\$ -	\$ -	\$ -
Sub Total		\$ 272,327	\$ 147,146	\$ -	\$ -	\$ -	\$ 179,156
SECTION 3.0 Transportation Improvement Program							
Personnel		\$ 43,874	\$ 39,481	\$ -	\$ -	\$ -	\$ -
Consultant		\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Sub Total		\$ 93,874	\$ 89,481	\$ -	\$ -	\$ -	\$ -
SECTION 4.0 Long Range Transportation Plan							
Personnel		\$ 27,882	\$ 19,502	\$ -	\$ -	\$ -	\$ -
Consultant		\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total		\$ 102,882	\$ 19,502	\$ -	\$ -	\$ -	\$ -
SECTION 5.0 Transit and Transportation Disadvantage Programs							
Personnel		\$ 25,417	\$ 26,719	\$ 34,622	\$ 34,622	\$ -	\$ -
Consultant		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pass-Through		\$ 183,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Sub Total		\$ 208,417	\$ 126,719	\$ 34,622	\$ 34,622	\$ -	\$ -
SECTION 6.0 Special Studies							
Consultant		\$ 856,678	\$ 181,668	\$ -	\$ -	\$ 35,000	\$ 203,706
Pass-Through		\$ 218,000	\$ 110,000	\$ -	\$ -	\$ -	\$ -
Sub Total		\$ 1,074,678	\$ 291,668	\$ -	\$ -	\$ 35,000	\$ 203,706
SECTION 7.0 Regional Activities							
Transfer		\$ 5,000	\$ 5,000	\$ 0	\$ 0	\$ 0	\$ 0
Sub Total		\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -
Total Programmed		\$ 2,788,791	\$ 1,318,591	\$ 36,622	\$ 36,622	\$ 35,000	\$ 633,364

* Includes \$ 1,320,200 of De-Obligated PL Funds and \$150,000 of De-Obligated SU Funds in FY 2027

FUNDING SOURCE

Funding				FY 2027 Funding Source			
Contract	Source	Source Level	2027	Soft Match*	Federal	State	Local/Other
TBD	FHWA	PL**	\$ 2,638,791	\$ 581,996	\$ 2,638,791	\$ -	\$ -
		SU***	\$ 150,000	\$ 33,083	\$ 150,000	\$ -	\$ -
		FHWA Total	\$ 2,788,791	\$ 615,079	\$ 2,788,791	\$ -	\$ -
TBD	CTD	State	\$ 36,622	\$ -	\$ -	\$ 36,622	\$ -
		CTD Total	\$ 36,622	\$ -	\$ -	\$ 36,622	\$ -
N/A	Local/Other	Local	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000
		Local Total	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000
Total			\$ 2,860,413	\$ 615,079	\$ 2,788,791	\$ 36,622	\$ 35,000

Funding		FY 2028 Funding Source					
Contract	Source	Source Level	2028	Soft Match*	Federal	State	Local/Other
TBD	FHWA	PL	\$ 1,318,591	\$ 290,821	\$ 1,318,591	\$ -	\$ -
		SU	\$ 344,893	\$ 76,068	\$ 344,893	\$ -	\$ -
		FHWA Total	\$ 1,663,484	\$ 366,888	\$ 1,663,484	\$ -	\$ -
TBD	CTD	State	\$ 36,622	\$ -	\$ -	\$ 36,622	\$ -
		CTD Total	\$ 36,622	\$ -	\$ -	\$ 36,622	\$ -
N/A	Local/Other	Local/Other****	\$ 633,364	\$ -	\$ -	\$ -	\$ 633,364
		Local Total	\$ 633,364	\$ -	\$ -	\$ -	\$ 633,364
Total			\$ 2,333,470	\$ 366,888	\$ 1,663,484	\$ 36,622	\$ 633,364

Notes:

*State Soft Match: FDOT uses toll credits to fulfill the required FHWA PL & FTA 5305(d) non-Federal share. This FDOT soft match is non-cash. The soft match includes fund transfers, and is calculated at 18.07% for PL utilizing Transportation Development Credits.

** Includes \$ 1,320,200 of De-Obligated PL Funds

*** Includes \$ 150,000 of De-Obligated SU Funds

**** Includes estimated SU and PL Carry Forward Amounts in Year 2 (will require a UPWP Amendment following close out of FY 2024/25 and FY 2025/26 UPWP)

APPENDICIES

Appendix A: Resolution Adopting the FY 2026/27 and FY 2027/28 UPWP

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2026-06

RESOLUTION OF THE VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE FISCAL YEAR (FY) 2026/27 AND FY 2027/28 UNIFIED PLANNING WORK PROGRAM (UPWP)

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

WHEREAS, pursuant to 23 U.S.C. 134, 49 U.S.C. 5303, 23 CFR 450.310, and Florida Statutes 339.175, the River to Sea Transportation Planning Organization, DBA the Volusia-Flagler 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 a portion of Flagler County as defined by the Metropolitan Planning Area; and

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

WHEREAS, the TPO shall endorse and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.324 and Florida Statutes 339.175, among which is the Unified Planning Work Program (UPWP); and

WHEREAS, the Unified Planning Work Program (UPWP) is a two-year work plan that identifies federal funding available to the TPO including metropolitan planning funds (PL Funds) authorized under 23 USC 104(f), Section 5305(d) transit planning funds and Urban Attributable (SU) funds; and

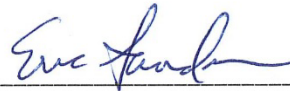
WHEREAS, the FY 2026/27 and FY 2027/28 UPWP was developed with input from the TPO Board and Advisory Committees and posted for a 30-day public review period.

NOW, THEREFORE, BE IT RESOLVED that the Volusia-Flagler Transportation Planning Organization:

1. Adopts the FY 2026/27 and FY 2027/28 Unified Planning Work Program (UPWP); and
2. Authorizes the Executive Director to execute any contracts or agreements necessary to implement this document.

DONE AND RESOLVED at the regularly convened meeting of the Volusia-Flagler TPO held on the 22nd day of April, 2026.

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION



CITY OF SOUTH DAYTONA COUNCILMAN ERIC SANDER
CHAIRPERSON, VOLUSIA-FLAGLER TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia-Flagler TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia-Flagler TPO held on April 22, 2026.

ATTEST:



MELANIE PRUNEAU, RECORDING SECRETARY
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

Appendix B: UPWP Revision Log

Revision Type	Resolution Number	Approval Date	Description of Change
Adoption	2026-06	04/22/2026	Adoption of the FY 2026/27 and FY 2027/28 Unified Planning Work Program

Appendix C: Transportation Acronyms and Abbreviations

Acronym	Description
3-C Process	Continuing, Cooperative, Comprehensive – Generally used to defining qualities of the metropolitan planning organization (MPO) planning process.
3-R	Restoration, Rehabilitation, and Resurfacing
4-R	3R plus Reconstruction

A

AA	Alternative Analysis – A process for evaluating alternative methods to address transportation needs in a region.
AADT	Average Annual Daily Traffic – The total traffic for a year divided by 365.
AADTT	Average Annual Daily Truck Traffic
AASHTO	American Association of State Highway and Transportation Officials
ACCM	Advanced Construction Congestion Mitigation
ADA	Americans with Disabilities Act
ADT	Average Daily Traffic
AMPO	Association of Metropolitan Planning Organizations
APA	American Planning Association – National organization of professional planners; focus includes planning policy, lobbying and public information.
APS	Accessible Pedestrian Signal
APWA	American Public Works Association
ASCE	American Society of Civil Engineers
ATMS	Advanced Traffic Management Systems

B

B/C Ratio	Benefit/Cost Ratio – Benefit/Cost Ratio is used to compare the benefit versus the cost of proposed alternatives. For highway projects, benefits may include reduced fuel consumption, travel time, and air pollution; cost may include construction, right-of-way, and maintenance.
BEBR	Bureau of Economic and Business Research (University of Florida)
BLS	Bureau of Labor Statistics
BPAC	Bicycle/Pedestrian Advisory Committee
BFP	Bridge Formula Program
BRP	Bridge Rehab Funds (state)
BRT	Bus Rapid Transit
BTS	Bureau of Transportation Statistics
BTU	Beyond the Ultimate (I-4)

C

CAC	Citizens' Advisory Committee – Advisory committee utilized by most metropolitan planning organizations (MPOs) for citizen input into the transportation planning process.
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CDD	Community Development District
CEI	Construction, Engineering and Inspection
CFMPOA	Central Florida Metropolitan Planning Organization Alliance
CFR	Code of Federal Regulations – Compilation of the rules of the executive department and agencies of the federal government.
CFRPM	Central Florida Regional Planning Model
CIE	Capital Improvements Element
CIP	Corridor Improvement Program
CMA	Critical Movement Analysis – For signalized intersections, CMA focuses on lane groups or movements which control signal requirements. CMA focuses on the identification and provision of capacity for such flows called critical movements. CMA is also used in capacity analysis.
CMAQ	Congestion Mitigation and Air Quality – A special provision of the Intermodal Surface Transportation Efficiency Act (ISTEA) that directs funds towards projects in Clean Air Act Non-Attainment areas for ozone and carbon monoxide.
CMP	Congestion Management Process
CMPWG	Congestion Management Process Working Group
CMS	Congestion Management System – A systematic process which provides information on transportation system performance and alternative strategies to alleviate congestion and enhance the mobility of persons and goods. A CMS includes methods to monitor and evaluate performance, identify alternative actions, access and implement cost-effective actions, and evaluate the effectiveness of implemented actions.
COOP	Continuity of Operations Plan
CRA	Community Redevelopment Agency
CSAP	Community Safety Action Plan
CST	Construction Project Phase
CTC	Community Transportation Coordinator – People contracted by the Transportation Disadvantaged Commission to provide complete, cost-effective and efficient transportation services to transportation disadvantaged (TD) persons.
CTE	City/County Traffic Engineer
CTST	Community Traffic Safety Teams
CUTR	Center for Urban Transportation and Research
CY	Calendar Year

D

DBE	Disadvantaged Business Enterprise
DCA	Department of Community Affairs – Now called the Department of Economic Opportunity
DDR	District Dedicated Revenue
DEIS	Draft Environmental Impact Statement
DEO	Department of Economic Opportunity
DEP	Department of Environmental Protection
DHSMV	Department of Highway Safety and Motor Vehicles
DIH	Designated In-House funds
DOT	Department of Transportation – Agency responsible for transportation at the local, state or federal level.

DRI	Developments of Regional Impact
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E

EA	Environmental Assessment – A document that assesses an action that is not a categorical exclusion and does not clearly require the preparation of an environmental impact statement (EIS), or where the Federal Highway Administration believes an environmental assessment would assist in determining the need for an EIS.
EB	Equity Bonus funds
ECFRPC	East Central Florida Regional Planning Council
ECRRT	East Central Regional Rail Trail
EIS	Environmental Impact Statement
ENV	Environmental Phase
EPA	Environmental Protection Agency – A federal agency charged with protecting the natural resources in the nation.
ERAU	Embry-Riddle Aeronautical University
ETDM	Efficient Transportation Decision Making

F

FAA	Federal Aviation Association – A federal entity responsible for overseeing air commerce, air traffic control, noise abatement, and other related issues.
FAHP	Federal Aid Highway Program
FAST Act	Fixing America’s Surface Transportation Act
FCARD	Flagler County Association for Responsible Development – A non-profit association of Central Florida professionals who work in all aspects of land development.
FCTD	Florida Commission for the Transportation Disadvantaged
FDEP	Federal Department of Environmental Protection
FDHSMV	Florida Department of Highway Safety and Motor Vehicles
FDOT	Florida Department of Transportation
FEC	Florida East Coast Railroad
FEMA	Federal Emergency Management Administration – Administers of the Federal Emergency Management Act.
FGTF	Florida Greenways and Trails Foundation
FHP	Florida Highway Patrol
FHWA	Federal Highway Administration
FPTA	Florida Public Transit Association
FR	Federal Register
FS	Florida Statutes
FSUTMS	Florida Standard Urban Transportation Modeling Structure
FTA	Federal Transit Administration – The FTA operates under the authority of the Federal Transit Act. The FTA was established as a component of the US Department of Transportation.
FTC	Florida Transportation Commission
FTE	Florida’s Turnpike Enterprise

FTP	Florida Transportation Plan
FTP	File Transfer Protocol
FY	Fiscal Year

G

GIS	Geographic Information System
GPC	General Planning Consultant
GPS	Global Positioning System
GPS	General Planning Studies
GMSC	Growth Management Subcommittee

H

HAWK	High-Intensity Activated crossWalk
HOV	High Occupancy Vehicle – Vehicles having more than one occupant. Examples include carpools, vanpools, buses, and mini-buses. Transportation systems may encourage HOV use by having designated HOV lanes.
HSIP	Highway Safety Improvement Program
HSR	High Speed Rail – A railway system which can transport people or goods at speeds in excess of 125 miles per hour.
HSRC	Highway Safety Research Center
HTF	National Highway Trust Fund
HVE	High Visibility Enforcement

I

I/C	Interchange
ICAR	Intergovernmental Coordination and Review
IF	Impact Fees
IHS	Interstate Highway System
IJR	Interchange Justification Report
IMS	Intermodal Management System – Systematic process to improve the coordination in planning and implementation of air, water, and land-based transportation facilities and services; required for transportation facilities connected to the National Highway System (NHS) as a part of ISTEA; must be in use by October 1, 1997; for non-NHS transportation facilities, the extent of an IMS is left to the discretion of state and local officials.
ISB	International Speedway Boulevard
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
ITE	Institute of Transportation Engineers – An international society of professionals in transportation and traffic engineering; published Trip Generation (a manual of trip generation rates by land use type).
ITS	Intelligent Transportation Systems – program that endeavors to provide a safe transportation system that ensures the mobility of people and goods, enhances economic prosperity, and preserves the quality of our environment and communities.

J

JPA	Joint Participation Agreement – Legal instrument describing intergovernmental tasks to be accomplished and/or funds to be paid between government agencies. (Contract)
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L

LAP	Local Agency Program
LEP	Limited English Proficiency
LI	Local Initiatives
LIDAR	Light Detection and Ranging
LOGT	Local Option Gas Tax
LOPP	List of Priority Projects
LOS	Level of Service – A qualitative assessment of a road’s operating condition; generally described using a scale of A (little congestion) to E/F (severe congestion).
L RTP	Long Range Transportation Plan – A 20-year forecast plan required of state planning agencies and MPOs; must consider a wide range of social, environmental, energy, and economic factors in determining overall regional goals and consider how transportation can best meet these goals.
LRT	Light Rail Transit

M

MAP-21	Moving Ahead for Progress in the 21 st Century – Current Federal Transportation Bill adopted July 2012.
MOT	Maintenance of Traffic
MOU	Memorandum of Understanding
MPA	Metropolitan Planning Area – The geographic area within which the metropolitan transportation planning process is carried out.
MPOAC	Metropolitan Planning Organization Advisory Council – An advisory council (consisting of one member from each MPO) that serves as the principal forum for collective policy discussion in urban areas; created by law to assist the MPOs in carrying out the urbanized area transportation planning process.
MSA	Metropolitan Statistical Area
MUTCD	Manual on Uniform Traffic Control Devices

N

NEPA	National Environmental Policy Act - Federal law passed in 1969 which requires an analysis of environmental impacts of federal actions (including the funding of projects).
NAAQS	National Ambient Air Quality Standards
NHFP	National Highway Freight Program
NHPP	National Highway Performance Program
NHS	National Highway System – The NHS is one of the three major components of the 1991 Intermodal Surface Transportation Efficiency Act. A major new Federal-Aid system was established in the NHS. It includes the Interstate System, other routes identified as having strategic defense characteristics, routes providing access to major ports, airports, public transportation and intermodal transportation facilities, and many principal urban and rural arterials which provide regional service.
NHTSA	National Highway Traffic Safety Administration
NOAA	National Oceanic and Atmospheric Administration
NTS	National Transportation System – An intermodal system consisting of all forms of transportation in a unified, interconnected manner to reduce energy consumptions and air pollution while promoting economic development and supporting the Nation's preeminent position in international commerce. The NTS includes the National Highway System, public transportation and access to ports and airports.
NTSB	National Transportation Safety Board

O

OA	Obligational Authority
OGT	Office of Greenways & Trails
OPP	Office of Policy & Planning
OTTED	Office of Tourism, Trade & Economic Development

P

P&R	Park and Ride
PAS	Principal Arterial System
PD&E	Project Development and Environmental Study
PE	Preliminary Engineering
PIP/PPP	Public Involvement/Participation Plan
PL	Planning Funds
PRSC	Project Review Subcommittee
PSA	Public Service Announcement
PSAP	Pedestrian Safety Action Plan

Q

QAC	Quality Assurance Committee
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R

RHCP	Railway-Highway Crossings Program
RFP	Request for Proposal
RFQ	Request for Qualifications
RITSA	Regional Intelligent Transportation System Architecture
RMLO	Records Management Liaison Office
ROW	Right of Way - The land (usually a strip) acquired for or devoted to transportation purposes.
RPC	Regional Planning Council - A multipurpose organization composed of representatives of local governments and appointed representatives from the geographic area covered by the council, and designated as the primary organization to address problems and plan solutions that are of greater than local concern or scope.
RRFB	Rectangular Rapid Flashing Beacon
RTCA	Regional Trails Corridor Assessment

S

SAFETEA-LU	The "Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users" – Federal Transportation Bill that was adopted in August 2005; Replaced in July 2012 by MAP-21.
SE	Surface Enhancement funds
SCE	Socio-cultural Effects
SHS	State Highway System
SIS	Strategic Intermodal System

SJRWMD	St. Johns River Water Management District
SOV	Single Occupancy Vehicle
SRTS	Safe Routes To School
STBGP	Surface Transportation Block Grant Program - A new block grant type program established as one of the three major components of the Intermodal Surface Transportation Efficiency Act to supplement the National Highway System (NHS). The STP may be used by states and localities for any roads, including NHS, that are not functionally classified as local or rural minor collectors. These roads are now collectively referred to as Federal-aid roads.
STIP	Statewide Transportation Improvement Program The official statewide, intermodal transportation plan that is developed through the statewide planning process.
STTF	State Transportation Trust Fund
SU	Urban Attributable Funding
SUN Trails	Shared-use, nonmotorized Trails

T

TAC	Transportation Advisory Committee/Technical Advisory Committee
TAM	Transit Asset Management
TAP	Transportation Alternative Program
TAZ	Traffic or Travel Analysis Zone
TPO	Technical Coordinating Committee
TCEA	Transportation Concurrency Exception Area – A specific geographic area where transportation concurrency requirements do not apply; area must be designated in a local comprehensive plan.
TD	Transportation Disadvantaged – People who are unable to transport themselves or to purchase transportation due to disability, income status or age.
TDDG	Transit Development Design Guidelines
TDLCB	Transportation Disadvantaged Local Coordinating Board
TDM	Transportation Demand Management – Strategies to reduce peak period congestion which focus on managing travel demand; includes shifting solo drives to carpools or transit, staggered work hours, telecommuting and other similar concepts.
TDP	Transit Development Plan – A short term (5 years) plan that identifies the intended development of transit, including equipment purchase, system management and operation.
TDSP	Transit Disadvantaged Service Plan
TDTF	Transportation Disadvantaged Trust Fund
TTF	Transportation Trust Fund
TEA-21	Transportation Equity Act for the 21 st Century – Federal Transportation Law in effect from 1997-2005
TF	Transportation Fund
TIA	Transportation Impact Analysis
TIP	Transportation Improvement Program – The TIP is a staged, three-to-five-year prioritized program of transportation projects covering a metropolitan planning area which is consistent with the metropolitan transportation plan.
TMA	Transportation Management Area – An urbanized area with a population over 200,000 (as determined by the latest decennial census) or other area when TMA designation is requested by the Governor and the Metropolitan Planning Organization (MPO), and officially designated by the metropolitan planning area

	served by an MPO within which the TMA is located.
TOD	Transit-Oriented Development – A mixed use community or neighborhood designed to encourage transit use and pedestrian activity.
TPM	Transportation Performance Measures
TPO	Transportation Planning Organization – An association of local agencies established for mutual benefit to help coordinate planning and development activities within a metropolitan region. Establishment of the TPO is required by law in urban areas with populations over 50,000 if federal funds are to be used. The TPO is not a level of government. However, the TPO has “effective control” over transportation improvements within the area since a project must be a part of the TPO’s adopted plan in order to receive federal funding.
TPS	Transportation Planning Studies
TRIP	Transportation Regional Incentive Program
TSMO	Transportation Systems Management & Operations

U

UA	Urban Area
USACE	United States Army Corps of Engineers
US DOT	United States Department of Transportation
UPWP	Unified Planning Work Program – Official two-year budget of an MPO/TPO.
UZA	Census Urbanized Area

V

VCARD	Volusia County Association for Responsible Development – A non-profit association of Central Florida professionals who work in all aspects of land development.
VMT	Vehicle Miles Travelled

X

XU	Extra Urban: Funds attributable to urbanized areas over 200,000 population
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Appendix D: UPWP Statements and Assurances

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

525-010-08
POLICY PLANNING
05/18

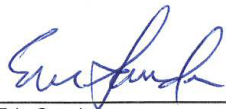
DEBARMENT and SUSPENSION CERTIFICATION

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

(1) The Volusia-Flagler TPO hereby certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses listed in paragraph (b) of this certification; and
- (d) Have not, within a three-year period preceding this certification, had one or more public transactions (federal, state or local) terminated for cause or default.

(2) The Volusia-Flagler TPO also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S.D.O.T.



Name: Eric Sander
Title: TPO Chairperson (or designee)

April 22, 2026

Date

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

525-010-08
POLICY PLANNING
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LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Volusia-Flagler TPO that:

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



Name: Eric Sander
Title: TPO Chairperson (or designee)

April 22, 2026

Date

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

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POLICY PLANNING
05/18

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

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

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

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



Name: Eric Sander
Title: TPO Chairperson (or designee)

April 22, 2026

Date

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

525-010-08
POLICY PLANNING
05/18

TITLE VI/ NONDISCRIMINATION ASSURANCE

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

The Volusia-Flagler TPO further assures FDOT that it will undertake the following with respect to its programs and activities:

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

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



Name: Eric Sander
Title: TPO Chairperson (or designee)

April 22, 2026

Date

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

525-010-08
POLICY PLANNING
05/18

APPENDICES A and E

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

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

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

525-010-08
POLICY PLANNING
05/18

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

Appendix E: Volusia-Flagler TPO Travel Reimbursement Policy

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2026-08

RESOLUTION OF THE VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION APPROVING THE REIMBURSEMENT OF FEDERAL GOVERNMENT MILEAGE AND MEAL PER DIEM RATES

WHEREAS, The Volusia-Flagler TPO is responsible for administering the Federal and State transportation planning process in Volusia and Flagler Counties; and

WHEREAS, FS 112.061(14)(a)(5) states that "any metropolitan planning organization created pursuant to 339.175 or any other separate legal or administrative entity created pursuant to 339.175 of which a metropolitan planning organization is a member" may establish travel per diem and vehicle mileage rates by enactment of a resolution; and

WHEREAS, the TPO Handbook of Employee Policies and Practices establishes that travel mileage for approved business travel is reimbursed at the current IRS rate and cost of meals are reimbursed in accordance with the adopted IRS travel regulations based upon the per diem rate of the location of where the employee is traveling; and

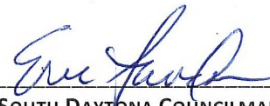
WHEREAS, the Volusia-Flagler TPO is required to travel to attend training and meetings.

NOW, THEREFORE, BE IT RESOLVED that the Volusia-Flagler Transportation Planning Organization:

1. Establishes that TPO Staff and Board members traveling on approved TPO business will be reimbursed for travel consistent with the latest federal government rates.

DONE AND RESOLVED at the regularly convened meeting of the Volusia-Flagler TPO held on the 22nd day of April, 2026.

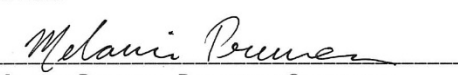
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION


CITY OF SOUTH DAYTONA COUNCILMAN ERIC SANDER
CHAIRPERSON, VOLUSIA-FLAGLER TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia-Flagler TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia-Flagler TPO held on April 22, 2026.

ATTEST:


MELANIE PRUNEAU, RECORDING SECRETARY
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

Appendix F: FDOT District 5 Planning Activities



FDOT Mission

The mission of the Florida Department of Transportation (FDOT) is to provide a safe, statewide transportation system that promotes the efficient movement of people and goods, supports the state's economic competitiveness, prioritizes Florida's environment and natural resources, and preserves the quality of life and connectedness of the state's communities.

FDOT Vision

As One FDOT Team, we serve the people of Florida by providing a transportation network that is well planned, supports economic growth, and has the goal of being congestion and fatality free.

FDOT COMPASS Framework

To achieve FDOT's mission and remain one of the nation's leading DOTs, FDOT Secretary Jared W. Perdue, P.E. implemented the FDOT COMPASS, with safety as true north and communities at the center of five strategic pillars:

- Safety
- Resiliency
- Supply Chain
- Technology
- Workforce Development

These focus areas guide FDOT District Five's planning, programming, and project delivery efforts as we serve residents and visitors in Central Florida.

Safety

Safety is embedded in all FDOT activities, with the goal of zero fatalities and serious injuries on all roadways. In accordance with federal requirements, FDOT uses performance-based planning to track system performance and establish data-driven targets related to roadway safety, bridge and pavement condition, and overall system performance. FDOT collaborates with MPOs, local governments, and other partners to integrate safety into planning activities, corridor studies, and bicycle and pedestrian plans and projects.

Resiliency

FDOT is focused on strengthening the resiliency of Florida's transportation system. The Resilience Action Plan (RAP) assesses risks to the State Highway System and helps to guide investment decisions. FDOT plans to expand RAP to the National Highway System, address additional hazards, and accelerate projects that protect vulnerable transportation infrastructure, particularly in coastal areas.

Supply Chain

Florida continues to experience increased freight activity driven by population growth, e-commerce, expanded manufacturing, and a strong economy. District Five works with regional

[2]



partners to minimize unnecessary delays across the transportation network and pursue strategic investments that enhance the efficiency, resiliency, and coordination of Florida's supply chain.

Technology

Technology and innovation play a key role in Central Florida's transportation future. FDOT is advancing aviation innovation, evaluating strategies for the integration of connected and automated vehicles (CAV), and enhancing Transportation Systems Management and Operations (TSM&O) using existing infrastructure. Florida has also led efforts to implement the work zone lane closure notification system, providing real-time construction data to third-party users and improving operational decision-making.

Workforce Development

Achieving Florida's long-term transportation objectives depends on a skilled and diverse workforce. FDOT supports workforce development through the Statewide Workforce Development Program, the Florida Transportation Academy, and the Florida Transportation Research Institute. Through these and other partnerships, FDOT continues to accomplish the following:

- Identify workforce skill gaps
- Develop, attract, and retain talent in construction, maintenance, and logistics
- Advance Florida's leadership in emerging transportation technologies
- Conduct workforce assessments, training, and student engagement activities

Application of the COMPASS

FDOT's application of the COMPASS framework has been strategic in realizing and maintaining clear direction and accountability of Florida's Transportation System. These accomplishments are enhanced by FDOT's continuing efforts to ensure delivery of vital transportation projects and services to the communities. To achieve this, FDOT has implemented a data-driven approach to determine and prioritize projects to address the transportation needs of the communities.

The Strategic Intermodal System (SIS) funding strategy is among the programs which benefit from this data driven approach, with consideration given to factors such as delay and connectivity. FDOT utilizes tools and weighs costs when ranking projects to ensure that the limited available funds are invested in the most effective manner.

Additional data-driven tools include:

- FDOT GIS Dashboard: A centralized platform for accessing and sharing geospatial data across FDOT districts
- Roadway Characteristics Inventory (RCI): Supports risk-based analysis to identify roadway characteristics associated with fatal and serious injury crashes and inform deployment of proven safety countermeasures

MPO / TPO Program Management

FDOT supports the administration of the Metropolitan Planning Organization (MPO) and Transportation Planning Organization (TPO) programs at both the state and district levels. In

[3]



Central Florida, FDOT District Five works collaboratively with MPOs and TPOs to support regional transportation planning.

District Five activities include:

- Oversight of MPO/TPO plans, programs, and federal planning funds to ensure compliance with federal requirements
- Liaison support to MPOs, TPOs, and local government agencies
- Technical assistance for core planning products, including:
 - Unified Planning Work Programs (UPWP)
 - Long Range Transportation Plans (LRTP/MTP)
 - Transportation Improvement Programs (TIP)
 - Local agreements
- Manage the annual MPO/TPO Joint Certification Review

Regional Planning

- Coordination on regional planning issues, including:
 - Freight and goods movement (including truck parking)
 - Expansion of transportation options and facilities
 - Coordination of MPO/TPO regional project priorities

Transportation Options and Other Strategic Initiatives

Aviation Activities

FDOT Aviation Office is actively involved in various aviation planning activities to ensure that Florida's aviation system meets the needs of its residents and visitors. These activities include Aviation System Plan, Statewide Aviation Economic Impact Study, and Airport Master Planning Guidance.

Seaport Activities

FDOT Seaport Office is responsible for statewide seaport system planning and coordination with state and districts freight planning, project management, and coordinating seaport infrastructure projects with Florida's 16 publicly owned seaports.

Space Activities

FDOT Spaceport Office develops and administers the Spaceport Improvement Program (SIP). Funding capital infrastructure projects and generating jobs which contribute to Florida's economy. More than 33% (this percentage is for global launches, however for the United States launches, Florida would be over 60%) of all global space flights are launched from Florida pads, exceeding the number of launches of every nation on earth.

[4]



Transit Activities

The FDOT Transit Office administers federal and state transit programs by awarding funding agreements to eligible transportation providers. The office monitors compliance with state and federal transit regulations and provides planning, procurement, and technical assistance to Central Florida transit agencies, local governments, and nonprofit organizations that deliver transportation services.

Environmental Management Activities

FDOT's environmental management activities ensure the effective implementation of state environmental policies, procedures, and practices. District Five evaluates potential environmental impacts during project development and coordinates with regulatory agencies to ensure compliance and responsible decision-making. These efforts support the efficient delivery of projects that are environmentally compliant.

Conclusion

FDOT District Five will continue to collaborate with MPOs and regional partners to advance transportation planning efforts. Through strategic analysis, stakeholder engagement, and data-driven decision-making, District Five remains committed to enhancing **connectivity, safety, resiliency, and accessibility** while addressing future transportation challenges and opportunities for residents, businesses, and visitors.

[5]



Appendix G: UPWP Comments and Responses

Agency	Comment	Volusia-Flagler TPO Response
FHWA	Critical: Please ensure the updated Federal Aid Project (FAP) number and the State Financial Management (FM) numbers are used for the final UPWP.	Updated numbers are included.
FHWA	Critical: Please include deliverable due dates (month and year) for tasks/activities. This can be the final month of the FY, or the end of the UPWP cycle, if applicable.	The month was added to the deliverable dates.
FHWA	Critical: Please identify the tasks/activities in Task 4.0 that satisfy the requirement for 2.5% PL set aside for Complete Streets planning. (The requirement might already be met with the funds used in the activities in Task 2.0)	This requirement is met by activities in Task 2.0. The footnote in Task 4.0 has been removed.
FHWA	Critical: Please ensure all funds identified are currently available for the MPO to use in this UPWP. Please verify funding levels available to the MPO prior to the final UPWP submission. If funding is overprogrammed, the UPWP will be approved only for the levels of funding available and verified from the Central Office PL fund Coordinator and the Districts' Work programs for STBG levels.	Funding levels have been verified with FDOT.
FHWA	Critical: When submitting the final UPWP for approval, please include a copy of all the reviewing agencies' comments and how the MPO addressed each comment. This can be included as an appendix in the UPWP.	Agency comments and TPO responses are provided in Appendix G.
FHWA	Editorial: Please note that any equipment purchases equal to or greater than \$10,000 (previously \$5,000) must have prior review and approval from FHWA unless the UPWP contains sufficient detailed information for this review. Currently as drafted, this UPWP does not and will require this information to be submitted to FHWA for approval.	Noted, no equipment purchases greater than \$10,000 are anticipated.
FHWA	Critical: Please include all Agreements or Certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI Nondiscrimination Policy Statement and Disadvantaged Business Enterprise (DBE) statements should be signed and dated and included in the final copy of the document.	Signed Agreements and Certifications are provided in Appendix D.

Appendix H: Central Florida MPO Alliance Interlocal Agreement

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Page : 3336



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RECORDED IN THE RECORDS OF
Tom Bexley Clerk of the Circuit Court & Comptroller
Flagler FL

APPROVED

CERTIFICATION

10/14/16

CH

STATE OF FLORIDA

§

COUNTY OF ORANGE

I HEREBY CERTIFY that the foregoing is a true and correct copy of FIRST AMENDED AND RESTATED INTERLOCAL AGREEMENT CREATING THE CENTRAL FLORIDA MPO ALLIANCE approved in a regular meeting of the Central Florida MPO Alliance on October 14, 2016. The original copy of this document is on file in the Administrative Offices of MetroPlan Orlando, 250 S. Orange Avenue, Suite 200, Orlando, Florida.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of MetroPlan Orlando on behalf of the Central Florida MPO Alliance, this 14th day of October 2016.

By:

Cathy Goldfarb

Cathy Goldfarb, Sr. Board Services Coordinator
Board Services and Recording Secretary





**FIRST AMENDED AND RESTATED
INTERLOCAL AGREEMENT
CREATING THE CENTRAL FLORIDA MPO ALLIANCE**

This Interlocal Agreement ("Agreement") is made and entered into this 14th day of October, 2016, by and between the Orlando Urban Area Metropolitan Planning Organization d/b/a MetroPlan Orlando, the River to Sea TPO, the Space Coast TPO, the Ocala/Marion County TPO, the Lake-Sumter MPO, and the Polk TPO.

RECITALS

WHEREAS, Central Florida MPO Alliance Resolution No. 2001-01 was adopted by MetroPlan Orlando, the River to Sea TPO, the Space Coast TPO, and the Lake County Board of County Commissioners (hereinafter referred to as Lake-Sumter MPO) to create and operate the Central Florida MPO Alliance;

WHEREAS, the service areas for MetroPlan Orlando, the River to Sea TPO, the Space Coast TPO, the Ocala/Marion County TPO, the Lake-Sumter MPO and the Polk TPO are as described in each respective organization's Interlocal Agreements.

WHEREAS, Resolution No. 2003-01 was adopted by the Central Florida MPO Alliance adding the Polk Transportation Planning Organization (TPO) to its membership;

WHEREAS, Resolution No. 2004-01 was adopted by the Central Florida MPO Alliance adding the Ocala/Marion County Transportation Planning Organization (TPO) to its membership;

WHEREAS, the 2005 Florida Legislature enacted Chapter 2005-290, Laws of Florida, relating to infrastructure planning and funding (the "Act");

WHEREAS, the Act provides that regional transportation plans may be developed in regional transportation areas in accordance with an Interlocal Agreement entered into pursuant to Section 163.01, Florida Statutes, by two or more contiguous Metropolitan Planning Organizations;

WHEREAS, the parties hereto established the Central Florida MPO Alliance through the Interlocal Agreement dated October 19, 2005;

WHEREAS, the Interlocal Agreement dated October 19, 2005 was amended by Resolution of each member of the Central Florida MPO Alliance in February 2007;

WHEREAS, the Interlocal Agreement dated October 19, 2005 was further amended by Resolution of each member of the Central Florida MPO Alliance in February/March 2012;

WHEREAS, the parties hereto desire to continue the Central Florida MPO Alliance through this First Amended and Restated Interlocal Agreement in order to continue the region's collaborative transportation planning process, to comply with the applicable provisions of Chapter 2005-290, Laws of Florida, with regard to development of a regional transportation plan, and to access funds that are available to encourage regional transportation planning efforts; and

WHEREAS, Section 339.2819, Florida Statutes, creates within the Florida Department of Transportation a Transportation Regional Incentive Program (TRIP) that provides funds to improve regionally significant transportation facilities in regional transportation areas created pursuant to Section 339.155(5), Florida Statutes.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representations herein, the parties desire to be legally bound and do agree as follows:

1. The Central Florida MPO Alliance (the "Alliance") is hereby formed to:
 - a. Maintain and update a regional transportation plan;
 - b. Pursue funding opportunities to advance regionally significant facilities and services which may include the establishment of regional transportation project priorities for the TRIP;
 - c. Serve as a forum for exchanging information between members, especially on projects of regional significance;
 - d. Coordinate regional transportation planning and policy development with the Florida Department of Transportation;
 - e. Identify regional transportation opportunities;
 - f. Solve regional transportation issues; and
 - g. Establish legislative priorities that will assist in addressing the region's transportation needs.
2. Each of the six organizations comprising the Alliance shall appoint three (3) voting policy Board members to serve on the Alliance. Each of the six organizations may appoint up to three (3) alternate representative who are also policy Board members. Terms of voting and alternate members shall run from the time of appointment by the member policy Board until said members no longer serve on the member MPO Board, or until replaced by the member MPO Board.
3. The Alliance will meet quarterly. Quarterly meetings shall be held at MetroPlan Orlando located at 250 S. Orange Ave, Suite 200, Orlando, FL 32801 or a location designated and approved by the Chairperson of the Alliance. Annually, at least one meeting may be held off-site, at a mutually agreed

upon location, for the purpose of holding a joint meeting with the West Central Florida Chairs Coordinating Committee/TBARTA MPOs Chairs Coordinating Committee.

4. At the last meeting in each calendar year, members of the Alliance shall select one of its members as a Chairperson, another member as Vice-Chairperson, and a third member as Secretary. The three officers shall serve a term of one year or until their successors are selected. In the event an officer is unable to complete the term of his or her office, a successor, from the same jurisdiction, shall be elected to complete the term or the Alliance may also choose the office remain vacant until the time of the next annual elections.

By mutual agreement of the Alliance members, MetroPlan Orlando staff will provide primary administrative support to the Alliance from existing staff. MetroPlan Orlando staff shall be responsible for preparing minutes, placement of advertisements and meeting notices, working with the member Directors to prepare an agenda, preparing and distributing agenda packages to all Alliance members and other interested parties, and providing orientation briefings to incoming Alliance members along with their respective members' staff. Also by mutual agreement, each member shall provide an annual contribution in the amount of five thousand dollars (\$5,000) to MetroPlan Orlando for the purpose of covering expenses included, but not limited to, support staff as noted above, off-site meeting expenses, meeting advertising costs, copying and printing costs, technology costs, cost of postage and/or delivery service, and other publications/reports as approved by the Alliance such as a compilation of member organizations' Long Range Transportation Plans and Prioritized Project Lists into a regional document and compilation and publication of a Regional Indicators report. Other small scale studies may be approved by the Alliance based on funding availability.

5. The Alliance shall utilize the Scott, Foresman *Robert's Rules of Order* Newly Revised (9th ed. 1990), as the official rules of procedure.

6. Quorum. The Alliance shall consist of eighteen (18) members. The presence of ten (10) members at a meeting shall constitute a quorum. Every effort should be made to have at least one representative present from each member organization, however in the event this is unattainable, the Executive Director may act on behalf of their respective organization. No action shall be taken by the Alliance except upon a majority vote of those present and voting. Because the Alliance operates on the basis of consensus, no substantive action shall be adopted by the Alliance on any issue if the majority of the members of any delegation (i.e. MetroPlan Orlando, the River to Sea TPO, the Space Coast TPO, the Lake-Sumter MPO, the Polk TPO, or the Ocala/Marion County TPO) present and voting shall oppose the proposed action.

7. Technical and additional administrative support for the Alliance will be provided by existing staff from the members' respective organizations. All meetings of the Alliance shall be advertised at least three (3) days prior to said meeting by posting a notice at the office of each of the six (6) member organizations comprising the Alliance, setting forth the time, place, and date of said meeting and an agenda of said meeting, to include a notice published on the website of each organization. Further, a notice including the time, place, and date of the meeting shall be advertised in a newspaper of general circulation, as defined by Chapter 50, Florida Statutes, within Central Florida and the Florida Administrative Weekly. Minutes shall be taken at all Alliance meetings, and shall be consistent with the Government-in-the-Sunshine Act, Section 286.011, Florida Statutes. All meetings and other public records shall be maintained at the offices of MetroPlan Orlando, with a true and correct copy provided to each member organization.

8. The organizations comprising the Alliance will maintain control of their respective funding and programming responsibilities, although opportunities may be identified for cooperative ventures such as through the Transportation Regional Incentive Program (TRIP) or other discretionary programs that may be established at the federal or state level.

9. The Alliance is a regional collaborative and has no regulatory power. The Alliance shall take no position, or advocate any position, on any substantive matter, except for the substantive positions advocated by Alliance member organizations. The primary purposes of the Alliance shall be to maintain and update a regional transportation plan, pursue funding opportunities to advance regionally significant facilities and services, act as a clearinghouse with regard to regional transportation issues, and serve as a cooperative forum for member organization fact-finding and advocacy of positions espoused by its member organizations.

10. The Alliance shall compare and review, at least every five (5) years, each member organization's adopted Long Range Transportation Plan for the purpose of identifying any potential planning area conflicts and/or opportunities for further regional coordination to advance projects of mutual interest. For the purposes of this review, the regional transportation area shall be all of Orange County, Seminole County, Osceola County, Volusia County, Brevard County, Lake County, Sumter County, Polk County, and Marion County. Additionally, Beverly Beach, Flagler Beach and portions of the cities of Palm Coast and Bunnell, as well as portions of unincorporated Flagler County are also included pursuant to the designated metropolitan planning area of the River to Sea TPO. This effort will be a collaborative effort involving all members of the Alliance with MetroPlan Orlando serving as the lead agency.

11. Disagreements regarding interpretation of this Agreement or disputes relating to the development or content of the regional transportation plan shall be resolved by alternate dispute resolution, either through mediation or binding arbitration, as provided in Chapter 44 and Chapter 682, Florida Statutes.

12. Amendments or modifications to this Agreement may only be made by written agreement signed by all parties hereto, with the same formalities as the original agreement.

13. This Agreement shall remain in effect until terminated by the parties to this Agreement, or as otherwise provided by law. Any party may withdraw from this Agreement after presenting in written form to the other parties of this Agreement a notice of intent to withdraw, at least ninety (90) days prior to the intended date of withdrawal. The withdrawing party and the remaining parties shall execute a memorandum reflecting the legal withdrawal of the party and the alteration of the list of parties that are signatories to this Agreement.

14. Notices. All notices, demands, and correspondence required or provided for under this Agreement shall be in writing and delivered in person or dispatched by certified mail, postage prepaid, return receipt requested. Notice required to be given shall be addressed to each respective MPO as follows:

MetroPlan Orlando: Mr. Harold W. Barley, Executive Director 250 S. Orange Avenue, Suite 200 Orlando, FL 32801	Space Coast TPO: Mr. Bob Kamm, Executive Director 2725 Judge Fran Jamieson Way Bldg. B, MS 82 Viera, FL 32940
Lake-Sumter MPO: Mr. T J Fish, Director 1616 South 14 th Street Leesburg, FL 34748	Polk TPO: Mr. Tom Deardorff, Director Drawer TS-05 P.O. Box 9005 Bartow, FL 33831-9005
River to Sea TPO: Ms. Lois Bollenback, Executive Director 2570 W. International Speedway Blvd Suite 100 Daytona Beach, FL 32114	Ocala/Marion County TPO: Executive Director 121 SE Watula Avenue Ocala, FL 34471

15. Interpretation.

a. Drafters of Agreement. The parties hereto were each represented by or afforded the opportunity for representation by legal counsel and participated in the drafting of this Agreement and in choice of wording. Consequently, no provision hereof should be more strongly construed against any party as drafter of this Agreement.

b. Severability. Invalidation of any one of the provisions of this Agreement or any part, clause, or word hereof, or the application thereof in specific circumstances, by judgment, court order, or administrative hearing or order shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect, provided that such remainder would then continue to conform to the terms and requirements of applicable law.

16. Enforcement by Parties Hereto. In the event of any judicial or administrative action to enforce or interpret this Agreement by any party hereto, each party shall bear its own attorney's fees in connection with such proceeding.

17. Agreement Execution; Use of Counterpart Signature Pages. This Agreement, and any amendments hereto, may be simultaneously executed in several counterparts, each of which is executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument.

18. Effective Date; Cost of Recordation. This Agreement shall become effective upon its filing in the Office of the Clerk of the Circuit Court of each county in which a party thereto is located. Any amendment hereto shall become effective only upon its filing in the Office of the Clerk of the Circuit Court for each county in which a party hereto is located. The cost of recording shall be at the expense of each party.

IN WITNESS WHEREOF, the undersigned parties have executed this Interlocal Agreement on behalf of the referenced entities.

Signed, sealed, and delivered in the presence of:

METROPLAN ORLANDO:

BY: [Signature]
TITLE: Chairman
ATTEST: Virginia White
TITLE: Director of Regional Partnerships

SPACE COAST TPO:

BY: [Signature]
TITLE: Chairwoman
ATTEST: Margaret McCall
TITLE: Transportation Program Manager

LAKE-SUMTER MPO:

BY: [Signature]
TITLE: Chairman
ATTEST: [Signature]
TITLE: Executive Director

POLK TPO:

BY: _____
TITLE: _____
ATTEST: _____
TITLE: _____

RIVER TO SEA TPO:

BY: [Signature]
TITLE: Council Member
ATTEST: [Signature]
TITLE: Executive Director

OCALA/MARION COUNTY TPO:

BY: _____
TITLE: _____
ATTEST: _____
TITLE: _____

IN WITNESS WHEREOF, the undersigned parties have executed this Interlocal Agreement on behalf of the referenced entities.

Signed, sealed, and delivered in the presence of:

METROPLAN ORLANDO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

SPACE COAST TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

LAKE-SUMTER MPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

POLK TPO:

BY: Donald K. Selinger

TITLE: Chairman

ATTEST: PT

TITLE: Executive Director

RIVER TO SEA TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

OCALA/MARION COUNTY TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

IN WITNESS WHEREOF, the undersigned parties have executed this Interlocal Agreement on behalf of the referenced entities.

Signed, sealed, and delivered in the presence of:

METROPLAN ORLANDO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

SPACE COAST TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

LAKE-SUMTER MPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

POLK TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

RIVER TO SEA TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

OGALA/MARION COUNTY TPO:

BY: James Hilly

TITLE: Marion County Council

ATTEST: [Signature]

TITLE: TRANSPORTATION PROVIDER

Appendix I: Consultant Scopes of Services