



June 19, 2017

AGENDA ITEM 6 B

**REVISED FY 2016/17 – 2017/18
UNIFIED PLANNING WORK PROGRAM (UPWP)**

TYPE OF ITEM: Action

STATEMENT OF ISSUE

The Unified Planning Work Program (UPWP) serves as the CRTPA staffs' work outline and budget for the two-year period beginning July 1, 2016. For FY 2017/18, staff is proposing to revise the UPWP to be add several projects and to make the overall document more concise and streamlined. The reformatted UPWP will also address issues related to late billings and simplify administrative tasks such as timekeeping and invoice preparation.

RECOMMENDED ACTION

Option 1: Approve as presented and authorize the Chairman to execute the amended PL contract.

HISTORY AND ANALYSIS

Serving as the CRTPA staffs' work outline and budget for a two-year period, the UPWP is being proposed for revision. The following provides an overview of the changes:

Overall PL budget for the UPWP increased from \$557,525 to \$853,408. The increase is due to the inclusion of available funds not included in the original UPWP.

Task 1.0 Administration

Eliminated previous subtasks 1.1 – 1.7 and combined them into one overall task. In addition, moved activities related to the UPWP from previous Section 3 into Task 1.0

Task 2.0 Data Collection

No significant changes.

Task 3.0 Long Range Planning

Previously Section 5. Task 3.0 contains all activities related to the Regional Mobility Plan (RMP) as well as development of Intelligent Transportation Systems (ITS) strategies, regional coordination (from the previous Section 8) and performance measures.

Task 4.0 Short Range Planning

Includes activities related to the development of the TIP, annual priorities, and annual legislative activities.

Task 5.0 Mobility Planning

Previously Section 7 – Systems Planning. Task 5.0 contains activities related to bicycle/pedestrian planning and the coordination with StarMetro, the Tallahassee International Airport and the Transportation Disadvantaged Program. Also includes previously approved work on the update to the Bicycle/Pedestrian Master Plan as well the Congestion Management Program and Performance Measures. Work added for the upcoming year includes a partnership with the Tallahassee Advanced Traffic Management Systems Group to update the ITS Master Plan. The CRTPA portion of the cost is \$50,000 and will come from previously allocated funds.

Task 6.0 Public Involvement

Previously Section 6. No significant changes.

Task 7.0 Special Projects

Previously Section 9 Other Planning Projects. Includes previously approved activities for the Southwest Area Transportation Plan, Midtown Area Transportation Plan and the Wakulla Environmental (WEI) Trail Feasibility Study. Additional work for FY 2017/18 includes corridor assessments for three (3) facilities:

- Pensacola Street from Nina Road to Appleyard Drive
- Tharpe Street from Capital Circle NW to Ocala Road
- Bannerman Road from Tekesta Drive to Thomasville Road

The estimated budget for all three assessments is \$90,000.

RECOMMENDED ACTION

Option 1: Approve as presented and authorize the Chairman to execute the amended PL contract.
(Recommended)

Option 2: CRTPA Board Discretion

ATTACHMENTS

Attachment 1: UPWP document
Attachment 2: PL Contract amendment