

February 3, 2026



COMMITTEE AGENDA ITEM 3B
FISCAL YEAR 2027–FISCAL YEAR 2028
DRAFT UNIFIED PLANNING WORK PROGRAM

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

The CRTPA's Fiscal Year (FY) 2026/27 – FY 2027/2028 Draft Unified Planning Work Program, provided as ***Attachment 1***, has been developed for transmittal to state and federal review agencies. (Florida Department of Transportation (FDOT), Federal Highway Administration (FHWA) and Federal Transit Administration (FTA)).

BACKGROUND

The UPWP is developed every two years and serves as the CRTPA's work activities and budget. The UPWP is divided into seven tasks covering items from daily administration of the CRTPA to identifying the specific planning projects to be undertaken. The initial draft is designed to focus on the tasks and upcoming studies, while the final draft will refine the tasks, task schedules and project and operating budget information. Additionally, the CRTPA - FDOT contract, required budget forms, and federal and state documents will accompany the completed UPWP. The draft budget for the two-year period is being finalized and will be added to the draft for the Board's review.

Upon approval by the Board, the draft UPWP is submitted to FDOT, FHWA and FTA for review. The final UPWP will reflect any comments made by the agencies, committees, or the public, as well as the total budget and required documents. The CRTPA Consolidated Planning Grant Agreement will accompany the final UPWP document. In May the final version will be presented to the TAC and CMAC Committees and to the Board for approval.

RECOMMENDED ACTION

Approve the transmittal of the CRTPA Draft FY 2026/27 – FY 2027/2028 UPWP to state and federal review agencies (Florida Department of Transportation, Federal Highway Administration and Federal Transit Administration) for review and comment.

ATTACHMENT

Attachment 1: Draft FY 2026/27 – FY 2027/2028 UPWP



UNIFIED PLANNING WORK PROGRAM

Effective Date: July 1, 2026—June 30, 2028

Adopted _____ **2026**

DRAFT

***Prepared by the Capital Region Transportation Planning Agency
300 South Adams Street
Tallahassee, FL 32301
(850) 891-8630
www.crtpa.org***

***Federal Aid ID Nos. _____
FDOT Financial Project Numbers: 439323-5-15-01 (PL), -02 (SU)
Code of Federal Domestic Assistance Numbers
20.205 - Highway Planning and Construction***

***This report was financed in part by the
Federal Highway Administration, Federal Transit Administration,
Florida Department of Transportation and participating local
governments.***

Public Participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans With Disabilities Act, or persons who require translation services (free of charge) should contact the CRTPA Title VI Coordinator, Suzanne Lex, four days in advance of the meeting at 850-891-8627 (Suzanne.Lex@crtpa.org) and for the hearing impaired, telephone 711 or 800-955-8771 (TDY)."

"La participación pública se solicita sin distinción de raza, color, nacionalidad, edad, sexo, religión, discapacidad o estado familiar. Las personas que requieran adaptaciones especiales en virtud de la Ley de Americanos con Discapacidades, o las personas que requieran servicios de traducción (sin cargo) deben comunicarse con Suzanne Lex, CRTPA Coordinadora del Título VI, al 850-891-8627 (Suzanne.lex@crtpa.org) y para las personas con discapacidad auditiva, teléfono 711 o 800-955-8771 (TDY) cuatro días antes de la reunión.

TABLE OF CONTENTS

Endorsing Resolution.....	i
Cost Analysis Certification	ii
Glossary	iii
Introduction.....	1
District Planning Activities	7
Organization and Management.....	8
Status of Local and Regional Planning Activities	13
Priorities for FYs 2026/27 & 2027/28.....	16
Work Program	19
Task 1.0 - Program Administration	21
Task 2.0 - Data Collection	28
Task 3.0 - Long Range Planning.....	32
Task 4.0 - Short Range Planning.....	37
Task 5.0 - Mobility Planning	41
Task 6.0 - Public Involvement	51
Task 7.0 - Special Projects	55
TABLE I: FAST Act Planning Factors.....	62
TABLE II: State Planning Emphasis Areas.....	63
TABLE III: Schedule of Selected Projects.....	64
TABLE IV: Funding by Agency Participation – FY 27/ & FY 28.....	65
TABLE V: Funding by Fund Sources – FY 27/ & FY 28.....	66
FIGURE 1: Map of CRTPA Planning Area.....	iii
FIGURE 2: UPWP Work Program Tasks.....	

APPENDIX

APPENDIX I.

Forms

Debarment and Suspension Certification
Certification of Restrictions of Lobbying
Title VI Nondiscrimination Policy Statement
Disadvantaged Business Enterprise Utilization
MPO Joint Certification Statement

APPENDIX II.

FY 2026/27 Estimated Expense Operating Budget Detail
Salary, Fringe, Administrative, Facility and Office

FY 2027/28 Estimated Expense Operating Budget Detail
Salary, Fringe, Administrative, Facility and Office

CRTPA Resolution No. 2022-10-7D Adopted Travel Policy

APPENDIX III.

Agency Comments

Resolution 2026-05-7A

A RESOLUTION APPROVING THE FISCAL YEAR (FY) 2026/2027 - FY 2027/2028 UNIFIED PLANNING WORK PROGRAM FOR THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (CRTPA); AUTHORIZING THE CHAIRMAN TO EXECUTE ALL REQUIRED FORMS AND ASSURANCES; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL SUBSEQUENT GRANT APPLICATIONS, AND INVOICES.

Whereas, the CRTPA is the designated and constituted body responsible for the urban transportation planning and programming process; and

Whereas, the CRTPA is the authorized recipient of the United States Department of Transportation's planning funds; and

Whereas, the CRTPA prepared and submitted a FY 2026/2027 and FY 2027/2028 Unified Planning Work Program; and

Whereas, comments from reviewing agencies have been received and addressed; and

Whereas, minor adjustments were made along with textual clarifications requested by the reviewing agencies; and

Whereas, a final Unified Planning Work Program reflecting agency comments has been prepared.

NOW THEREFORE BE IT RESOLVED that the CRTPA:

1. Adopts the Final Unified Planning Work Program for FY 2026/27 and FY 2027/28; and
2. Authorizes the Chairman to execute all required forms and assurances; and
3. Authorizes the CRTPA Executive Director to file and execute all related grant applications and invoices for the Unified Planning Work Program and the Consolidated Planning Grant Agreement.

DONE, ORDERED, AND ADOPTED THIS 19th DAY OF MAY 2026 by the
CAPITAL REGION TRANSPORTATION PLANNING AGENCY

Nick Maddox, Chairman

ATTEST: _____
Greg Slay, Executive Director

FDOT COST ANALYSIS CERTIFICATION

Capital Region Transportation Planning Agency (CRTPA)

Unified Planning Work Program – FY 2026/27– 2027/28

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.

Initial Adoption: May 19, 2026

Kaylor Collins
Urban Planning Manager, District 3

THIS FORM WILL BE UPDATED AFTER ADOPTION

GLOSSARY OF ABBREVIATIONS

ADA	-	Americans with Disabilities Act of 1990
ARPC	-	Apalachee Regional Planning Council
CMAC	-	Citizen's Multimodal Advisory Committee
COT	-	City of Tallahassee
CFR	-	Code of Federal Regulations
CMP	-	Congestion Management Process
CPGA	-	Consolidated Planning Grant Agreement
CTC	-	Community Transportation Coordinator
CTD	-	Commission for the Transportation Disadvantaged
CTST	-	Community Traffic Safety Team
COOP	-	Continuity of Operation Plan
DBE	-	Disadvantaged Business Enterprise
DOPA	-	Designated Official Planning Agency
DRI	-	Development of Regional Impact
ETDM	-	Efficient Transportation Decision Making
FAST Act	-	Fixing America's Surface Transportation Act
FDOT	-	Florida Department of Transportation
FHWA	-	Federal Highway Administration
FSUTMS	-	Florida Standard Urban Transportation Modeling Structure
FTA	-	Federal Transit Administration
GIS	-	Geographic Information System
GMIS	-	Grant Management Information System (FTA funds)
ITS	-	Intelligent Transportation System
JPA	-	Joint Participation Agreement
LOS	-	Level of Service

GLOSSARY OF ABBREVIATIONS

LEP	-	Limited English Proficiency
L RTP	-	Long Range Transportation Plan
MAP-21	-	Moving Ahead for Progress in the 21 st Century Act
MPA	-	Metropolitan Planning Area
MPO/TPO	-	Metropolitan/Transportation Planning Organization
MPOAC	-	Metropolitan Planning Organization Advisory Council
RMP	-	Regional Mobility Plan
ROW	-	Right of Way
PD&E	-	Project Development and Environmental Study
PEA	-	Planning Emphasis Area
PIP	-	Public Involvement Plan
RMP	-	Regional Mobility Plan
RPC	-	Regional Planning Council
SS4A	-	Safe Streets for All Grant Program
SIS	-	Strategic Intermodal System
STIP	-	State Transportation Improvement Program
TAC	-	Technical Advisory Committee
TATMS	-	Tallahassee Advanced Transportation Management System
TAZ	-	Traffic Analysis Zone
TDLCB	-	Transportation Disadvantaged Local Coordinating Board
TDP	-	Transit Development Plan
TIP	-	Transportation Improvement Program
TRIP	-	Transportation Regional Incentive Program
UPWP	-	Unified Planning Work Program
UA	-	Urbanized Area (as designated by the 2010 Census)
USC	-	United States Code of Federal Regulation

CRTPA METROPOLITAN PLANNING AREA

The Capital Region Metropolitan Planning Area (MPA) includes Gadsden, Jefferson, Leon, and Wakulla Counties, which is also consistent with Tallahassee Metropolitan Statistical Area (MSA). The CRTPA is responsible for transportation policy development, planning, and programming for the counties and municipalities in the Capital Region.

CRTPA Metropolitan Planning Area

Tallahassee Metropolitan Statistical Area (Census)



Figure 1

INTRODUCTION

The Code of Federal Regulations (CFR) defines a UPWP as “a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area.” The Unified Planning Work Program (UPWP) has been prepared to outline the tasks to be performed with funds under Title 23 Sections 134 (Metropolitan Transportation Planning), 135 (Statewide Transportation Planning) and Title 49 (Public Transportation) by the Capital Region Transportation Planning Agency (CRTPA) for the period July 1, 2026 through June 30, 2028. This document serves to define planning tasks and activities for the public as well as public officials and agencies that contribute manpower and allocate funds to the transportation planning process.

The UPWP contains seven primary tasks or elements that provide the framework for the work program. Within each element, the subtasks further define planning activities, including products, projects, and plans. Furthermore, any UPWP planning task funded in partnership with another agency or local government is identified as a “Joint Planning Task.” Joint Planning Tasks are established through an Agreement or Memorandum of Understanding between the parties. At this time the CRTPA is not proposing any tasks that will be funded by a Joint Planning Agreement.

Unified Planning Work Program Tasks

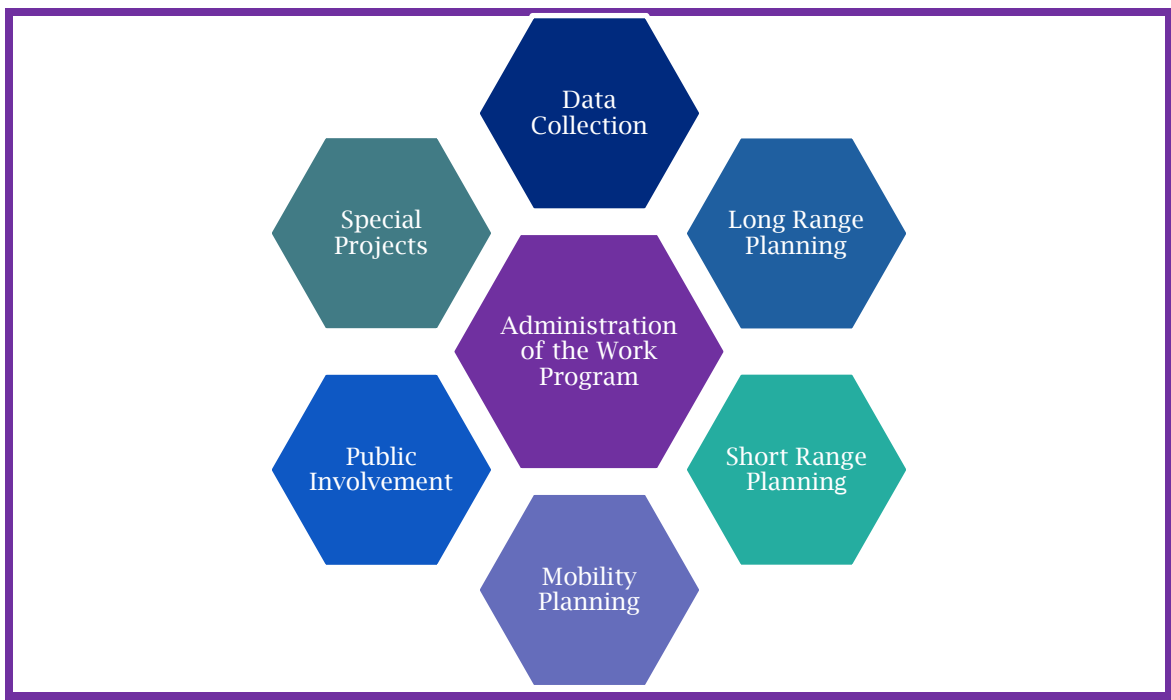


Figure 2

INTRODUCTION (Cont.)

DEVELOPMENT OF THIS UPWP

Development of this UPWP officially began on _____ 2026, as a part of the CRTPA's Joint Certification meeting. CRTPA staff met with the Florida Department of Transportation District 3 Liaison to discuss the Annual Certification Report and the overall Metropolitan Planning Process. Consistent with previous years, the UPWP was constructed by reviewing and updating tasks contained within the preceding document in coordination with CRTPA staff and respective outside agencies. Development of the UPWP also included a review of the CRTPA's top critical priorities identified at past Annual Retreats and then outlining tasks to address these priorities. The UPWP is framed considering the Federal Planning Factors and the State Planning Emphasis Areas, which are further detailed in Section I. Lastly, staff reviewed the requirements related to development of UPWPs as contained within the Florida Department of Transportation (FDOT) MPO Program Management Handbook.



CONSOLIDATED PLANNING GRANT

FHWA and FTA provide funding support through the FDOT in the form of PL, SU, SA and CMAQ funds through the FDOT Consolidated Planning Grant (CPG) agreement. Allowable costs under the grant are outlined in Federal Code, Florida Statutes and the Department of Financial Services' Reference Guide for State Expenditures (PDF). CRTPA member governments cover the cost of ineligible expenses as identified in Federal Code, 2CFR200, and state law and guidelines.

The CPG enables FDOT, in cooperation with the MPO, 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 CRTPA by FDOT utilizing formulas approved by the MPO, FDOT, FHWA and FTA in accordance with 23 CFR 420.109 and 49, U.S.C. Chapter 53. The FDOT is fulfilling the CPG's required 18.07% non-federal share (match) using Transportation Development Credits (Credits) as permitted by 23 CFR 120(i) and FTA C 8100.1D. These Credits are in essence a "soft match" provision allowing the Federal share to be increased up to 100%.

BUDGET NUMBERS FOR DRAFT ARE BEING FINALIZED

The FY 2027 budget in the initial draft UPWP reflects an estimate of SU funds from FY 2026 that were unencumbered and/or de-obligated. These monies roll-forward and are available in the first year (FY 2027) budget. Remaining unexpended funds from FY 2026 are made available in the second year of the UPWP (FY 2028). The second year SU & PL budgets are an estimate. After close-out an amendment will be processed to update the SU & PL FY 2028 budgets.

INTRODUCTION (Cont.)

CRTPA PLANNING DOCUMENTS

Transportation planning in the CRTPA Planning Area is guided by the Year 2050 Regional Mobility Plan (RMP), also referred to as a Long-Range Transportation Plan. The Year 2050 RMP, constructed with input from government officials, citizen's advisory boards, technical experts, and the public, was adopted at the November 17, 2025 CRTPA Public Hearing. Selected projects from the RMP 2050 Cost Feasible Plan are identified in the Project Priority Lists (PPLs) and implemented in the Transportation Improvement Program (TIP), both of which are adopted annually. The Congestion Management Plan (CMP), Public Involvement Plan (PIP) and Limited English Proficiency Plan (LEP) are reviewed, at a minimum, every four years. Updates to the CMP and PIP are completed in advance of developing the Long-Range Transportation Plan. Short and long-range planning tasks in the UPWP detail the activities, as well as local and regional coordination associated with the development of the CRTPA planning documents. A Community Characteristics Inventory (CCI), completed in the summer of 2025, it outlines socio-economic data for the Capital Region and informs the development of the CRTPA documents. Although the CRTPA Metropolitan Planning Area is in air quality attainment status, staff in conjunction with the Florida Department of Transportation continues to monitor the CRTPA's air quality status as well as air quality issues.

PUBLIC INVOLVEMENT

Public involvement during the development of the UPWP is accomplished through online platforms and in-person activities. A draft and final version is presented at the regularly scheduled meetings of the Technical Advisory Committee (TAC) and Citizens Multimodal Advisory Committee (CMAC), and to the CRTPA Board. Public comment and input from transportation providers and stakeholders on the draft UPWP is considered when finalizing the document for Board approval. At the same time the draft is posted, is sent to the E-Blast contact list notifying of a minimum 7-day public comment period.



Coordination with FDOT and FHWA while developing the UPWP ensures all planning activities are eligible consistent with 2CFR200 and state law. In addition to presenting the draft UPWP to the Committees and Board, a notice is posted on the CRTPA website (www.crtpa.org) 7-days prior to the scheduled adoption of the final document, consistent with the Public Involvement Plan (PIP). The draft UPWP was distributed to the CRTPA Board and Committees and the public for comment (February 2026) and approved by the CRTPA at its_____2026 meeting. The UPWP reflects compliance with the comprehensive Title VI of the Civil Rights Act of 1964.

INTRODUCTION (Cont.)

PL SET-ASIDE: CONTEXT BASED PLANNING

The Bipartisan Infrastructure Law (BIL) requires each MPO to use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. The CRTPA's annual PL funding allocation for Fiscal Year 2026/27 and for 2027/28 is \$895,798. For FY 2027 the CRTPA's required allocation set-aside for context based planning work is \$2,2395 each year.

Context based planning is the basis for a complete street that is safe, and feels safe, for all users. FHWA is focused on supporting transportation agencies to plan, develop and operate streets and networks that prioritize safety, comfort, and connectivity to destinations for all users. The CRTPA's major programs and projects support the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles. The CRTPA's multi-use trail projects, sidewalk enhancements and proposed corridor and safety studies all support the context based planning initiative.

SUMMARY

The tasks outlined in the UPWP are required by either Federal or State law and are ongoing. At the Federal level, these tasks include the development of a fiscally constrained Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP), implementation of the Congestion Management Process (CMP), setting performance targets in coordination with state and local partners for national performance measures, and engaging the public and stakeholders to establish a shared vision and goals for the community.

Components of the UPWP include a description of the planning work and resulting products; who will perform the work; time frames for completing the work; cost of the work; and sources of funding and associated set-aside requirements. Planning activities programmed within the UPWP satisfy the level of effort requirements anticipated by the CRTPA to meet local priorities, as well as the requirements of Federal Highway Administration, Federal Transit Administration and the FDOT. After adoption, the UPWP is reviewed throughout the year to ensure consistency between staff work efforts and tasks identified within the document, as well as monitoring work progress and assessing the need for any possible amendment.

FEDERAL PLANNING FACTORS

In December 2015, the **Fixing America's Surface Transportation Act** (FAST Act) was signed into law. The FAST Act serves as the primary surface transportation legislation as amended. As part of the review of projects and plans the FAST Act requires consideration of the following ten Planning Factors.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and,
10. Enhance travel and tourism.

Integral to a continuous, cooperative, and comprehensive metropolitan transportation planning process is the consideration and implementation of projects, strategies, and services that will address the federal planning factors. Additionally, these factors are considered in the development of required documents, as well as the studies and plans initiated by the CRTPA.

Table I, on page 48 illustrates the CRTPA's consideration of the ten planning factors in the transportation planning process.

Setting the course for transportation investment in highways, the FAST Act



- Improves mobility on America's highways
- Accelerates project delivery and promotes innovation
- Creates jobs and supports economic growth

FLORIDA PLANNING EMPHASIS AREAS

In coordination with the development of the UPWP, the FDOT Office of Policy Planning develops Planning Emphasis Areas (PEAs) for consideration in the transportation planning process. Safety, Equity, Resilience and emerging Mobility are the PEAs to be considered in developing and implementing the CRTPA's planning programs.

SAFETY

Safety has been a federal and state planning priority over numerous iterations of transportation legislation and policy. The FAST ACT required MPOs to adopt Safety Performance Measures, and to annually report on and monitor progress against their adopted safety targets. Planning activities included in the UPWP support the identification of safety needs and improvements. The CRTPA planning documents, stand-alone [area or corridor] safety studies and safety considerations within modal planning elements support the goal of a safer transportation system for all users. In addition, the CRTPA consults the Florida Strategic Highway Safety Plan (SHSP), which provides a framework for eliminating fatalities and serious injuries on all public roads. Public involvement is included in the development of plans and initiatives. Community engagement, along with data and analysis, better informs the identification and prioritization of safety projects in the planning process.



Florida's 2026 SHSP is a transportation safety plan for ALL of Florida with a vision of eliminating fatalities and serious injuries on Florida's roadways and will include strategies that reflect the Safe System Approach. www.fdot.gov/Safety



EQUITY

Equity is defined as the consistent and systematic fair, just, and impartial treatment of all individuals. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin in programs or activities receiving federal financial assistance. Through the Title VI Program, the CRTPA is responsible for ensuring compliance with Title VI of the 1964 Civil Rights Act and related authorities.



In 2025 the CRTPA approved an updated Title VI Plan, detailing a program aimed at equal access for all. Mobility is a fundamental need, and access to transportation to get to work, school, shopping and other places is a quality-of-life issue. Transportation equity supports and enhances access to jobs, health care, education, and other important resources. considers the impacts of transportation projects on a community, as well as the benefit to enhance opportunities for a community.

FLORIDA PLANNING EMPHASIS AREAS (Cont.)

RESILIENCE

The FAST Act introduced the requirement that states and metropolitan planning organizations consider and implement improving the resiliency and reliability of the transportation system. Resilience is defined as the ability to adapt to changing conditions and prepare for, withstand, and recover from disruptions. Disruptions are events and conditions that are often characterized as shocks (unexpected disruptions) and stressors (causes a state of strain or tension). These changing conditions can encompass a wide variety of environmental, technological, economic, or social impacts, whether the impact is immediate, such as a natural disaster, or prolonged such as the COVID-19 Pandemic. These events and trends can result in unanticipated transportation system disruptions and increasing constraints on infrastructure, impeding access to reliable mobility.



Resilience within the planning processes is a consideration within every planning document prepared by the CRTPA. Additionally, the CRTPA coordinates with agency partners responsible for natural disaster risk reduction and supports local resilience and planning initiatives. In development of the TIP and projects the CRTPA consults **FDOT 23 CFR Part 667**, reasonable alternatives to roads, highways, and bridges that have required repair and reconstruction activities on two or more occasions due to emergency events. Increased costs associated with reducing vulnerability of the existing transportation infrastructure is another factor that is evaluated. Proactive resiliency planning will help the CRTPA develop planning documents that are ultimately more realistic and cost-effective.

EMERGING MOBILITY

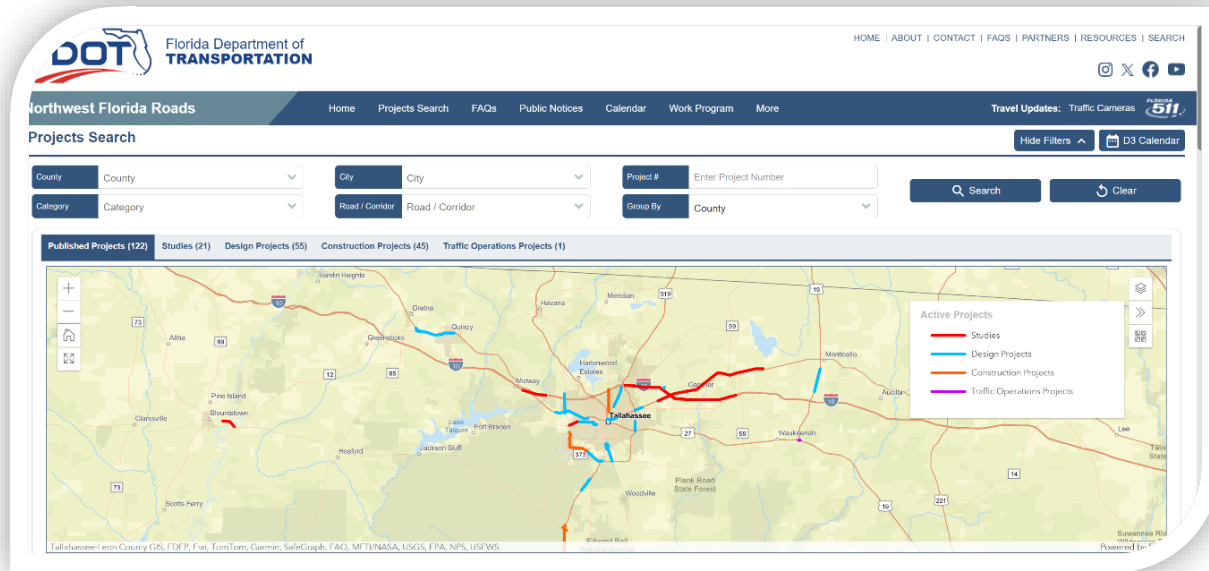
Advances in communication and automation technology result in new mobility options, ranging from automated and connected transport, electric vehicles, ridesharing, and micro-mobility. These changes may be disruptive and transformational, with impacts to safety, vehicle ownership, travel capacity, vehicle miles traveled, land-use, transportation design, future investment demands, supply chain logistics, economy, and the workforce.



The UPWP recognizes the important influence of emerging mobility on the multi-modal transportation system and includes related planning studies, collaboration efforts, research, or other activities. Adopting and supporting innovative technologies and business practices supports all seven goals of the Florida Transportation Plan and the federal planning factors found in the FAST Act.

FDOT DISTRICT THREE PLANNING ACTIVITIES

State assistance is provided primarily through the District Three Office and the FDOT District Three Liaison. The District supports the CRTPA planning activities with data collection, modeling, feasibility and corridor studies, and project development.



<https://www.nwflroads.com/search>

The following lists the FDOT District Three Planning Activities:

- ✓ GIS application Development and System Maintenance
- ✓ Interchange Reviews
- ✓ Travel Demand Model Development (FSUTMS)
- ✓ Efficient Transportation Decision Making (ETDM)
- ✓ Community Impact Assessment
- ✓ Statistics
- ✓ Federal Functional Classification
- ✓ Traffic Counts Program
- ✓ Modal Development Technical Support
- ✓ State Highway System Corridor Studies
- ✓ State Highway System Context Classification
- ✓ Growth Management Development Impact Reviews
- ✓ Safety and Access Management Studies

ORGANIZATION AND MANAGEMENT OF THE CRTPA

The CRTPA is the public agency responsible for developing policies and procedures to guide the transportation planning process for the Metropolitan Planning Area. The CRTPA strives to ensure that the recommendations are in keeping with the goals and standards of the federal and state government, as well as its member governments.

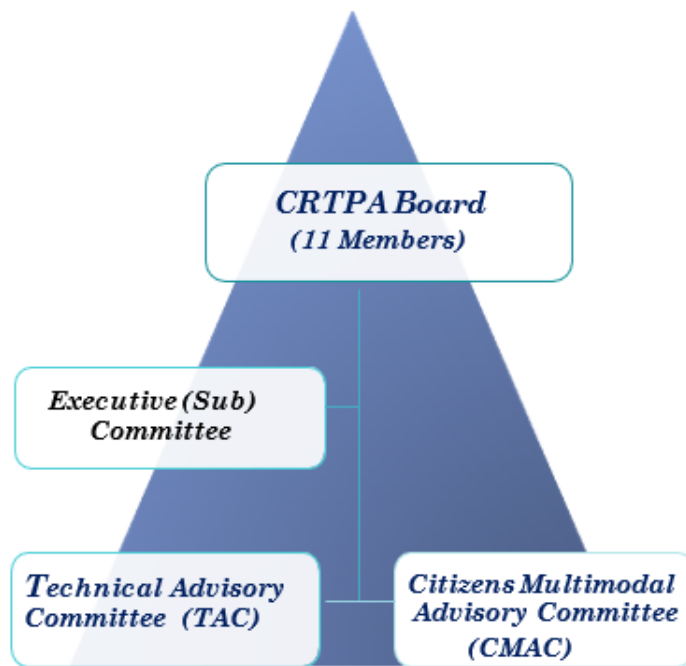
CRTPA RESPONSIBILITIES

The CRTPA's annual responsibilities are to perform the tasks of preparing transportation plans and programs as delegated by the federal and state laws. These duties include insuring adequate representation in the transportation process and assessing the compatibility of state, county, and municipal projects in the transportation multi-modal network. Consideration is given to all modes of transportation with respect to the needs of the elderly and handicapped as outlined in the Americans with Disabilities Act. The plans and programs developed by the CRTPA implement the requirements of the MPO transportation planning process.

CRTPA BOARD

The CRTPA Board is the transportation policy-making body comprised of representatives from local government and transportation agencies with authority and responsibility in urbanized areas. Local government representatives are appointed by the Gadsden, Leon, Jefferson and Wakulla County Commissions, the City of Tallahassee Commission, and the Leon County School Board. In addition, the six municipalities of Gadsden County (the

Cities of Chattahoochee, Gretna, Midway and Quincy and the Towns of Havana and Greensboro) are represented by one elected official selected by the municipalities, and then appointed by the respective Board or Council.



In September 2021 the CRTPA Board approved updates to the Bylaws, Policies and Procedures. The adopted **Bylaws, Policies and Procedures** serve to guide the proper functioning of the urban transportation planning process and contain information related to the structure, duties and funding of the CRTPA.

ORGANIZATION AND MANAGEMENT OF THE CRTPA (Cont.)

CRTPA EXECUTIVE COMMITTEE

Established in the CRTPA's Bylaws, the Executive Committee is comprised of the Chair, Vice-Chair, and immediate Past-Chair. The Executive Committee meets at a minimum annually to review the CRTPA's operating budget and to complete an annual evaluation of the Executive Director. Additional duties set forth in the Bylaws includes the establishment of CRTPA personnel policies and procedures; review of contracts and emergency approval of time-sensitive items.

CRTPA COMMITTEES

Two advisory committees, the Citizens Multimodal Advisory Committee (CMAC) and the Technical Advisory Committee (TAC), provide input as part of the public involvement process. The CMAC is composed of members of the public who represent the general welfare of the community. The TAC, composed of engineers, planners, and other related transportation professionals, reviews plans, programs, and projects and provides recommendations to the CRTPA based on technical expertise. Members from these committees also serve on advisory or steering committees during project development and implementation.

The CMAC and TAC meet approximately two weeks prior to regularly scheduled CRTPA meetings to ensure that their recommendations are incorporated into the CRTPA agenda items and provided to CRTPA members in a timely manner. Available for review on the CRTPA website, the adopted [Bylaws](#) govern the activities of the advisory committees. In addition, the Transportation Disadvantaged Local Coordinating Board (TDLCB) identifies the local needs of the transportation disadvantaged population and investigates alternatives to meet those needs. The TDLCB is staffed through the Apalachee Regional Planning Council (ARPC).

CRTPA STAFF

The CRTPA staff is responsible for collecting and disseminating all information from the transportation planning process to the public. The work effort required to support the 3-C planning process is administered by the CRTPA staff in cooperation with local governments, the FDOT, FTA and FHWA. Other agencies are consulted in various phases of the planning process including the Department of Environmental Protection, the Federal Aviation Administration, Federal Rail Administration, and the Water Management District Offices. Public input is provided through public meetings; public hearings; online surveys and interactive documents; and community meetings, consistent with the adopted Public Involvement Plan. Staff maintains the and implements CRTPA Policies and Procedures, which are reviewed and updated annually, and the Continuity of Operations Plan.

ORGANIZATION AND MANAGEMENT OF THE CRTPA (Cont.)

CRTPA AGREEMENTS

Agreements with state and local governments, and local and regional agencies promote the continuing, cooperative, and comprehensive (“3-C”) planning process.

Amended Interlocal Agreement for the Formation & Operation of the CRTPA

The agreement between the CRTPA, the FDOT; Leon, Wakulla, Gadsden and Jefferson Counties; the Cities of Chattahoochee, Gretna, Midway, Quincy and Tallahassee; the Towns of Havana and Greensboro; and the Leon County School Board was adopted and executed on March 13, 2014. This Agreement reaffirms the membership of the CRTPA Board and its responsibilities.

The Consolidated Planning Grant (CPG) Agreement

FDOT uses the [Consolidated Planning Grant \(CPG\)](#) to combine Federal Highway Administration (FHWA) PL and Federal Transit Administration (FTA) 5305(d) funds into a single grant, . The CPG agreement passes financial assistance to the CRTPA through the FDOT for the completion of transportation related planning activities set forth in the CRTPA’s Unified Planning Work Program (UPWP).

Staff Services Agreement

Approved by the CRTPA Board and the City of Tallahassee Commission in 2021, the day-to-day operations of the CRTPA are accomplished through the Staff Services Agreement with the City of Tallahassee. The agreement outlines the administrative/professional support services and financial responsibilities of each party. All costs for the COT services and staff fringe benefits are established as a direct rate in the budget and are evaluated annually in budget development.

Intergovernmental Coordination and Review and Public Transportation Coordination Joint Project Agreement (ICAR)

Updated in 2020, the ICAR establishes that the parties will cooperatively coordinate their efforts related to the transportation planning process and assure that highway facilities, mass transit, air transportation and other facilities will be properly located and developed in relation to the overall plan of community development. Parties to the ICAR are the FDOT, the CRTPA, the ARPC, the City of Tallahassee StarMetro, and the City of Tallahassee Regional Airport,

PLANNING ACTIVITIES - DOCUMENTS/PERFORMANCE MEASURES

Tasks outlined in the UPWP include the development of required planning documents in accordance with Federal and State law. The CRTPA is responsible for conducting an inclusive public participation process, and maintaining transportation models and data resources, as well as ongoing programs, such as a congestion management process, monitoring air quality and long and short range planning work and initiatives.

At the Federal law requires the development of a fiscally constrained LRTP, an annual update to the TIP adding a new fifth year and the implementation of the Congestion Management Process. Additionally, the UPWP includes the work associated with setting performance targets, in coordination with state and local partners, for national performance measures. An integral part of all planning activities is engaging the public and stakeholders in a continuing, cooperative, and comprehensive (3C) metropolitan transportation planning process to establish a shared vision and goals for the community.

PUBLIC INVOLVEMENT PLAN (PIP)

The PIP, adopted in June 2024, outlines how the CRTPA will engage the public early and continuously in transportation planning by actively involving affected and interested parties through the 3C process. It describes strategies to inform and engage the public, including virtual and interactive methods, and the update focuses on maximizing participation, social equity, and overall effectiveness in public engagement. A component of public involvement is also established in the CRTPA's Title VI Plan and Process. At the September 2025 CRTPA meeting the Board approved an update to the Title VI Plan, which provides for public notice, establishes complaint procedures, and ensures fair access for all, including individuals

TRANSPORTATION PERFORMANCE MANAGEMENT - PERFORMANCE MEASURES

The FAST Act requires the CRTPA to adopt Performance Measures and Targets. Performance measures are adopted for highway safety, bridge and pavement, system performance and freight management, transit asset management, and transit safety. Targets, developed cooperatively with our transportation planning partners, are based on the best available data and objective information. Performance Measures are important to the CRTPA's planning program because they allow us to set goals and measure the progress towards those goals over time. Annually the CRTPA reports on the progress towards achieving the Performance Measures and may adjust the goal in response to the updated data. At the February 17, 2026 the Board adopted the 2026 Performance Measures and Targets, including support for the FDOT Target Zero goal.

PLANNING ACTIVITIES - DOCUMENTS/PERFORMANCE MEASURES (Cont.)

FEDERAL QUADRENNIAL CERTIFICATION

Every four years the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) evaluate if the CRTPA conducts a comprehensive, cooperative, and continuing transportation planning process in adherence with federal statutes and regulations. A review of the metropolitan transportation planning process is required within each Transportation Management Area (TMA), which is a MPO with a population of more than 200,000. The federal agencies complete a review planning documents and studies, meet with staff, and hold a public meeting. On February 19, 2025 FHWA and FTA conducted the CRTPA's Quadrennial Certification followed by a public meeting, held in coordination with the CRTPA. In a letter dated June 30, 2025, the CRTPA was notified that the metropolitan planning process was certified for another four years. No corrective actions were identified and the CRTPA received several commendations for work which can be considered a national best practice. Several recommendations were also made to strengthen certain aspects of the CRTPA's work.

YEAR 2050 REGIONAL MOBILITY (RMP) [LONG RANGE PLAN]

The **Year 2050 RMP** is a long-range vision, strategy, and capital improvement program that guides the investment of public funds in transportation facilities. The plan is updated every five years and may be amended due to changes in available funding and/or findings from planning studies. Adopted in November 2025, the Year 2050 RMP identifies roadway, transit, bicycle, and pedestrian projects within the CRTPA Planning Area. Multi-modal projects in the plan are identified in coordination with the CRTPA's transportation planning partners and other member jurisdictions. The adopted Year 2050 RMP meets the Federal Highway Administration (FHWA) guidelines and requirements.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The development of the **TIP** is coordinated with the FDOT, FHWA, FTA and member governments. Adopted annually, with a new fifth year, the TIP is a comprehensive list of federal and state projects and local projects of regional significance. The Florida Department of Transportation's Work Program is used to produce the CRTPA's five-year TIP, which is then reflected in the State Transportation Improvement Plan (STIP). Funded transportation projects in the TIP include transit, roadways, bridges, aviation, seaport, rail and commuter rail, bicycle facilities, multi-modal improvements, and enhancement projects like landscaping and greenways. In addition, grant funding for transportation studies and projects is approved by the Board and reflected in the TIP for informational purposes and to facilitate tracking these grant awards project by FDOT. Another example of the 3-C process.

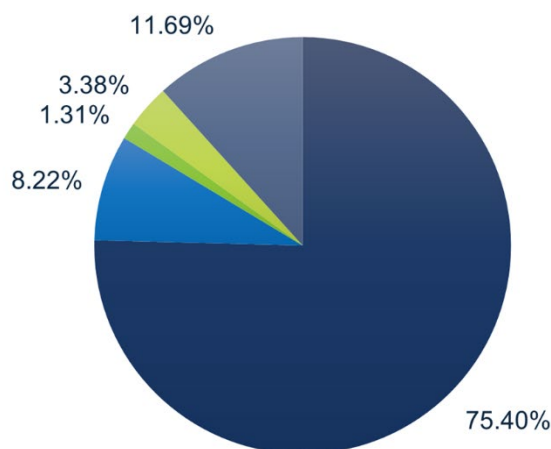
PLANNING ACTIVITIES - DOCUMENTS/PERFORMANCE MEASURES (Cont.)

CONGESTION MANAGEMENT PLAN PROCESS AND PLAN (CMP)

Adopted at the March 18, 2024 Meeting, the CMP identifies tools and strategies aimed at reducing peak hour vehicle miles of travel and congestion, while improving connectivity between employment centers and areas with concentrations of transportation disadvantaged populations. A Technical Task Force of stakeholders, transportation providers, and agency and organization representatives from the four-counties provided input. The updated [CRTPA CMP](#) was developed through a coordinated and collaborative process focused on achieving regional transportation goals and objectives. Additionally, the update refines the evaluation criteria for assessing projects to ensure that investment decisions are made with a clear focus on desired outcomes. The CMP builds upon the identified strategies to reduce congestion/delay levels, as well as consider related safety improvements. Selected projects in the adopted CMP will advance the goals developed as part of the 2050 LRTP. Information in the CMP was considered in the development of the safety action plan.

COMMUNITY CHARACTERISTICS INVENTORY

A Community Characteristics Inventory (CCI) for the Capital Region supports equitable and informed planning and transportation decisions. Developed in response to one of the federal recommendations, the CCI compiles data on social, economic, environmental, and transportation conditions across the four-county region. Organized into key categories—including people, education, employment, housing, environment, transportation, safety, health, and community—the CCI highlights the region's diversity. The document serves as a practical tool to guide planning efforts, support collaboration with stakeholders, and provide a resource for CRTPA member governments.



■ Drove Alone ■ Carpooled ■ Walked ■ Other Means ■ Worked from Home

***Commute by Type
for the
Capital Region***

2023 ACS - CRTPA CCI

STATUS OF LOCAL AND REGIONAL PLANNING ACTIVITIES

Tasks discussed in the Local and Regional Planning Activities were identified through various approved plans and studies. In the development and implementation of these priorities public engagement and stakeholders input is essential to establishing a shared vision and goals for the community.

TALLAHASSEE-HAVANA PATH MULTI USE PATH FEASIBILITY STUDY

TALLAHASSEE TO HAVANA TRAIL



Approved by the CRTPA at its November 21, 2022 meeting, the [Tallahassee to Havana Trail Feasibility Study](#) evaluated the potential to construct a 10 to 12-foot

multi-use path between the Orchard Pond Parkway in Leon County and Salem Road at SR 12 in Gadsden County. The study evaluated current conditions and included public engagement on the preferred alternatives. Subsequent to the study the CRTPA submitted two SUN Trails grant applications, both of which were awarded. The trail design phase was funded for the western segment and is underway by Gadsden County. An Environmental Impact Study (EIS) for the Leon County portion was funded and in progress by the CRTPA. [Additional information on the EIS is provided in the following section, Priorities for FY 2027 - FY 2028.](#)

SR 267 (BLOXHAM CUTOFF ROAD) PATH FEASIBILITY STUDY

Approved at the September 19, 2023 Board meeting, the [SR 267 \(Bloxham Cutoff Road\) Path Feasibility Study](#) assessed the ability to construct a shared-use path along SR 267, also known as Bloxham Cutoff, between the Edward Ball Wakulla Springs State Park and the St. Marks Trail. In FY 2024 the design phase was funded by FDOT, and concurrently the CRTPA applied for SUN Trail's funding for construction. The SUN Trail grant was awarded and construction is programmed in FY 2031 in the FY 2027 - FY 2031 Wakulla County Draft Work Program. This project is listed as the No.1 priority for regional trails.

US 90 WEST FEASIBILITY STUDY

The US 90 West corridor is included on the CRTPA's FY 2027 - FY 2031 Regional Trails Project Priority List and is identified on the Florida Greenways and Trails Regional Map. SUN Trail funding was awarded to the CRTPA to complete the feasibility study along US 90 in the western half of Gadsden County. Components of the FS include a review of existing conditions including roadway characteristics, available right of way, crash data, land use, environmental conditions, grade and elevation, historical resources, and connectivity to regional and state trail systems. [Additional information on the study is provided in the following section, Priorities for FY 2027 - FY 2028.](#)

STATUS OF LOCAL AND REGIONAL PLANNING ACTIVITIES (Cont.)

SAFE STREETS AND ROADS FOR ALL SAFETY ACTION PLAN

The Safe Streets for All Safety (SS4A) Action Plan was approved at the June 2023 Board meeting and outlines a comprehensive, data-driven set of projects and strategies informed by best practices, stakeholder input, and socio-economic considerations to address identified safety issues. Developed to meet federal requirements for the Safe Streets for All grant program, the plan enabled the CRTPA and Capital Region local governments to pursue grant funding for implementation projects and supplemental planning activities. Additional data collection and grant applications were developed to build on this work.

IMPLEMENTATION PLAN - NORTH MONROE STREET INTERSECTION AND OPERATIONAL ANALYSIS



Multiple intersections along the North Monroe Street Corridor were identified as part of the High Injury Network (HIN). The CRTPA collaborated with local partners on the development and submission of a 2024 SS4A Grant, of which they received partial funding for minor roadway improvements. To advance safety efforts on the corridor, additional data collection and analysis was completed. A traffic analysis of select intersections further examined network impacts and conflicts, refining the recommendations for improvements on the corridor. The evaluation also identified the placement of controlled pedestrian crossing locations along the road. Working with local partners, the CRTPA updated and resubmitted the SS4A application, requesting funding for the improvements developed through the study. In 2025, Leon County was awarded a SS4A grant for \$16.8 million for the safety improvements, and the Blueprint Intergovernmental Agency (BPIA) committed \$4.2 million in local funds, for a total project cost of \$21 million. The CRTPA will coordinate with Leon County as the project moves forward.

SAFETY ACTION PLAN - WEST TENNESSEE STREET (US 90)

West Tennessee Street (US 90) is a critical focus area within its regional SS4A Safety Action Plan. This corridor is part of the region's High Injury Network, where traffic deaths and serious injuries are disproportionately concentrated. After a second submission, the CRTPA was awarded a federal SS4A Planning and Demonstration Grant to fund a comprehensive safety study for the 6-mile segment of West Tennessee Street, from Aenon Church Road to Monroe Street. The proposed study will evaluate existing traffic and infrastructure conditions, engage a broad range of stakeholders, and develop recommendations and potential countermeasures to improve safety along the corridor. The goal of the plan is to include improvements using the Safe System Approach. [Additional information on the study is provided in the following section, Priorities for FY 2027 – FY 2028.](#)

STATUS OF LOCAL AND REGIONAL PLANNING ACTIVITIES (Cont.)

SAFE STREETS AND ROADS FOR ALL SAFETY ACTION PLAN (CONT.)

IMPLEMENTATION PLAN - HIGH INJURY NETWORK INTERSECTION AND CORRIDOR ANALYSIS

The SS4A Safety Action Plan identified the High Injury Networks, from which a priority list of potential safety projects within the four-county region was developed. In an effort to determine the projects within the City of Tallahassee with the most meaningful safety benefit to the traveling public the CRTPA undertook this study. Ten sites from the previously identified high-injury network were identified in consultation with the City staff. Work included updating the historical crash data and analysis, analyzing the cost-benefit associated with the improvements, and developing site-specific safety countermeasures that will be strong candidates for an SS4A implementation grant.

TAKE THE SAFE ROUTE TO SCHOOL STUDY

This data-driven initiative expanded on the 2014 Safe Routes to School (SRTS) study by evaluating existing conditions and planned improvements to identify schools in the Capital Region with the greatest need for safety enhancements. The effort highlighted common issues such as missing or discontinuous sidewalks and high traffic volumes in school zones, and recommended infrastructure improvements including sidewalk connections, crosswalks, lighting, and bicycle facilities. The final report, approved at the CRTPA meeting on April 15, 2025, identified 12 high-need schools and outlined key factors supporting SRTS program effectiveness, as well as opportunities for communities and school boards to further improve walking and biking safety for students, particularly along corridors such as Old Bainbridge Road, West Tharpe Street, and North Monroe Street.

TRANSPORTATION DATA MANAGEMENT (PERFORMANCE MEASURES & SAFETY)

Data analytics is an important tool in transportation planning. The CRTPA has employed the Urban SDK software using a GIS platform to collect, verify, analyze, safety and speeding data for the Capital Region. Information is displayed on a public-viewing dashboard that shows collisions by location and severity. For select commuter corridors in Leon County the annual average daily traffic and average [daily, am and pm peak] speed is available. Another feature is graphical depiction of the adopted performance measures and targets. Analytics support safety and performance measure reporting. Through systematic data collection and analytics the platform provides vital safety information, supports policy initiatives and facilitates efficient decision-making. For example, the platform allows law enforcement to identify high-speed corridors and allocate officers to areas where speed enforcement is critical. Regular reporting on traffic conditions and customized reports on key segments of major corridors and school zones further supports enforcement efforts.

PRIORITIES FOR FY 2026/27 & FY 2027/28

Projects and studies identified in the upcoming priorities build upon work initiated in the previous work program. These include technical studies; safety and implementation studies as part of the Safe Streets for All program; and studies that continue the development of the regional trail system. to implement the Congestion Management Plan Process. In addition, coordination, outreach and education priority efforts are detailed.

BRADFORDVILLE RD PATH CONNECTION FEASIBILITY STUDY MULTIUSE PATH (LEON COUNTY) THOMASVILLE RD TO WELAUNEE GREENWAY

This study evaluates the feasibility of connecting the Bradfordville Path from Thomasville Rd to the Welaunee Greenway. The Feasibility Study will review right-of-way availability, identifying potential trail alignments, document natural conditions and physical constraints, and assess any potential fatal flaws.

SR267/SPRINGHILL ROAD MULTI USE PATH FEASIBILITY STUDY WAKULLA SPRINGS STATE PARK TO CCSW (LEON AND WAKULLA COUNTIES)

This study evaluates the feasibility of connecting Wakulla Springs State Park to Capital Circle SW along SR 267 Bloxham Cutoff and Springhill Road. The Feasibility Study will review right-of-way availability, identifying potential trail alignments, document natural conditions and physical constraints, and assess any potential fatal flaws.

CONGESTION MANAGEMENT PLAN IMPLEMENTATION: TECHNICAL STUDIES

Following the comprehensive development of the CMP, the technical reports will focus on identifying needed improvements that support targeted corridors and intersections. The technical studies will identify short-term improvements/strategies and long-term improvements to reduce or mitigate recurring and non-recurring congestion. This effort supports the continued implementation of the Congestion Management Process Plan to provide effective management of existing and future transportation facilities and to evaluate potential strategies for managing congestion.

TRANSPORTATION DATA MANAGEMENT (PERFORMANCE MEASURES & SAFETY)

Data analytics is an important tool in transportation planning. The CRTPA will continue to employ the Urban SDK software using a GIS platform to collect, verify, analyze, safety and speeding data for the Capital Region. Annually the dashboard will be updated. Task work also includes regular reporting on traffic conditions and customized reports on key segments of major corridors and school zones further supports enforcement efforts.

PRIORITIES FOR FY 2026/27 & FY 2027/28 (Cont.)

TALLAHASSEE-HAVANA MULTI USE PATH PROJECT IMPACT STUDY (LEON CO)

In coordination with the FDOT, the study will consider the requirements of the National Environmental Policy Act in evaluating this project. Work will include data collection and analysis including social, economic, and environmental conditions. Analysis of the effects of the proposed improvement on environmental, engineering and socioeconomic conditions, safety needs as well as public input will be considered. Ongoing public engagement will be conducted and documented. The final report will include the development and analysis of alternatives, considering the need for additional right-of-way for stormwater and environmental mitigation. It is anticipated that this project will be completed in the Fall of 2026. SUN Trails funding was awarded to the CRTPA to complete the PD&E. The project and funding was amended into the CRTPA's TIP at the February 18, 2025 meeting.

SAFE STREETS FOR ALL (SS4A) SAFETY ACTION PLAN: SUPPLEMENTAL STUDIES

Complete supplemental planning activities in support of SS4A Action Plan. The study will examine crash clusters locations identified on the High Injury Network. Additional data collection and analysis will be conducted to document existing conditions and the contributing factors to the high rate of serious injury and fatalities. The study will identify challenges and opportunities for improvement, including recommendations for construction, operational and educational responses. Safety Action Plans support the previous and future application for funding through the SS4A Discretionary Grant Program.

US 90/Tennessee S.- Corridor Study (SS4A Safety Action Plan)

This project proposes development of a safety plan for the West Tennessee corridor from North Monroe St to Aeon Church Road. This corridor is identified in the Safe Streets for All (SS4A) as part of the High Injury Network (HIN). On the HIN corridors the focus is ultimately to eliminate traffic-related fatalities and severe injuries. Activities of the study includes the review of existing conditions, general roadway characteristics, existing land use and transportation systems, planned and programmed projects, and existing plans and studies. Additional work includes community engagement and an analysis to identify issues along the corridor that will provide potential short term solutions, recommend community-based enforcement strategies, and highlight potential long-term solutions. An application for an SS4A grant was awarded to fund this study.

The CRTPA is coordinating with FHWA on the grant agreement and concurrently working with procurement in the development of a solicitation for this project.

WORK PROGRAM

The specific elements of the Unified Planning Work Program are organized into the following tasks:

- 1.0 Administration: identifies the necessary functions for proper management of the transportation planning process on a continuing basis.
- 2.0 Data Collection: includes the collection and analysis of socioeconomic, land use, and other transportation related data on a continuing basis in order to document changes within the transportation study area.
- 3.0 Long Range Planning: includes work related to the development and maintenance of Year 2050 Regional Mobility Plan (Long-Range Transportation Plan) as well as the Efficient Transportation Decision Making Process (ETDM) and items related to the Census 2020.
- 4.0 Short Range Planning: Includes development of the Annual Transportation Improvement Program and Priority Project process, reviews of impacts to the transportation system from new development and Annual Enhancement Project process.
- 5.0 Multimodal Planning: Includes planning activities to improve overall mobility through transit, ITS, bicycle/pedestrian and performance measures.
- 6.0 Public Involvement: Describes the activities used to encourage public participation in the transportation planning process.
- 7.0 Special Projects: Identifies any short-term projects or studies undertaken by the CRTPA.

Section 120 of Title 23, United States Code, permits FDOT to use toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23. This credit, referred to as a soft match, is listed as state funds in the Planning Funds in Tables V and VII, and includes the total soft match provided.

WORK PROGRAM (Cont.)

Each task provides an overview and schedule of the activities to be completed, who will complete the work, the funding sources and the costs associated with those activities. Costs are provided for the following categories.

Personnel: Salaries and fringe benefits for CRTPA staff. Fringe includes retirement, FICA, health insurance, worker's compensation and executive benefits.

Travel: Costs for travel to meetings, training and project events.

Direct Expenses: Office: Supplies to support routine operations including, but not limited to copier, postage, paper, pens, paper clips, ink Telecom and IT services/ including but not limited to technology and software and office/computer equipment including but not limited to printers; lap tops and ancillary supplies. Any single equipment purchase or atypical over \$5,000 requires approval by FHWA and FDOT.

Administrative: Professional Services per Staff Services Agreement: Facilities (office space), Accounting, Procurement and Human Resources.

Professional: Training, legal, audit, etc.

Consultant: Costs for consultant services.

Any activity that does not include a schedule or completion date (i.e., Fall 2025) is considered an "Ongoing Activity".

UPWP TASK 1.0 -ADMINISTRATION

The Program Administration task includes the administrative activities necessary to carry out the transportation planning process for the CRTPA planning area.

OBJECTIVE

To guide and effectively manage the tasks identified in the Unified Planning Work Program (UPWP) and maintain an effective and efficient continuing, cooperative, and comprehensive transportation planning process.

PREVIOUS WORK

- ✓ Maintain and update FY25 - FY26 UPWP
- ✓ Coordinated closeout of contract for FDOT Contract No. G2782
- ✓ Staff support to the CRTPA, Executive, TAC & CMAC Committees
- ✓ Completed Annual Single Audit
- ✓ Coordination with FDOT & COT on budget, development
- ✓ Adopt CRTPA's annual fiscal operating budget
- ✓ Procured necessary equipment, supplies, software and support
- ✓ Standardized invoice processes with COT Grants Department
- ✓ Updated CRTPA Fiscal Policies/Procedures and Internal Controls
- ✓ Completed FDOT Joint Certification
- ✓ Completed Federal Quadrennial Certification
- ✓ Quarterly DBE Reporting
- ✓ Supported grant program requirements
- ✓ Updated the Continuity of Operations Plan (COOP) (Anticipate May 2026)
- ✓ Updated the required Title VI Program and Policy Statement
- ✓ Maintained Title VI Program following state/federal laws
- ✓ Procured Legal, Audit and Planning Consultant Contract
- ✓ Executed SUN Trails Grants Agreements

Intentionally left blank for additional updates in final document.

ADMINISTRATION: PREVIOUS WORK (CONT.)

Training (in-person and virtual), professional development, and coordination meetings attended by elected officials and staff in the following areas:

- *FHWA Peer Review Kansas City, MO (July 2024)*
- *Travel Floridians for Better Transportation (July 2024)*
- *Attended the GAP Review of Materials w/FDOT (August 2024)*
- *Participated in the FHWA MPO Billing Review Kickoff w/FHWA (Sept. 2024)*
- *Florida Safe Routes to School Grant Application Workshop (Sept. 2024)*
- *MPOAC Noteworthy Practices Showcase (Oct. 2024)*
- *MPOAC Freight & Rail Committee - Passenger Rail Priorities (Oct. 2024)*
- *Urban SDK Bi-Monthly Training (2025, 2026)*
- *SS4A Grant Agreement for FY24 Grant Recipients (Sept. 2024)*
- *Attended the Regional Domestic Security Task Force meeting (Nov. 2024)*
- *Roadway Safety for People Experiencing Homelessness (April 2025)*
- *Hosted MPOAC meeting in the COT Commission Chambers (April 2025)*
- *FHWA's Safety Series, "Making Rural Roads Safe for All" (May 2025)*
- *Public Involvement in Transportation Planning (May 2025)*
- *FDOT's Safety Data Tools Training and interactive meeting (Oct. 2025)*
- *Helmet Fitter Training (Nov. 2025)*
- *AASHTO Annual Meeting (Nov. 2025)*
- ***MPOAC Institute (2023, 2024)***
- *COT Ethics Training (Sept. 2024, Sept. 2025)*
- *FL Metropolitan Partnership (2025, 2026)*
- *Metropolitan Advisory Council (2025, 2026)*
- *ARPC Quarterly Meetings (2025, 2026)*
- *1000 Friends of Florida Webinars (2025,2026)*

Intentionally left blank for additional updates in final document.

ANTICIPATED ACTIVITIES

STAFF SUPPORT

- 1.1 Provide staff support and administration to the CRTPA and its committees by developing meeting schedules, providing technical assistance, providing minutes and other tasks as directed. Support includes travel and associated facility and office expenses (i.e. office supplies, telecom/IT expenses, utilities, etc.). (Ongoing)
- 1.2 Administrative support for travel, purchasing, invoice development, payroll processing and overall office administration. (Ongoing)
- 1.3 Grant administration (PL, SU, CM and other funds that may be utilized) through the monitoring/maintenance of the FY 2026/27- FY 2027/28 UPWP:
 - ✓ Prepare and submit invoices on a quarterly basis
 - ✓ Ensure compliance with federal and state grant requirements
 - ✓ Complete quarterly desk audits (Ongoing)
- 1.4 Continue participation in the Metropolitan Planning Organization Advisory Council (MPOAC). (Ongoing)
- 1.5 Conduct procurement and oversee contract implementation consistent with all Federal, State and local laws, as applicable, as provided for in CRTPA Policies and Procedures. (Ongoing)
- 1.6 Purchase computers and other office equipment/furnishings as needed. *Note: See 1.12 regarding Atypical expenses.* (Ongoing)
- 1.7 Coordinate with WCOT to provide live-stream and post-meeting access for CRTPA meetings. (Monthly)
- 1.8 Other administrative activities consistent with the UPWP as directed by the CRTPA Board or its subcommittees. (Ongoing)
- 1.9 Maintaining and updating the CRTPA's Continuity of Operations Plan (COOP) and CRTPA agreements, policies and procedures. (Ongoing)
- 1.10 Coordination with MPOAC on programmatic and/or legislative updates (Winter 2027, 2028)

ADMINISTRATION: ANTICIPATED ACTIVITIES (CONT.)

UNIFIED PLANNING WORK PROGRAM

- 1.11 Modify/Amend the FY 2026/27- FY 2027/28 UPWP as necessary. (Ongoing)
- 1.12 Continue to improve linkage between UPWP and City of Tallahassee financial systems. (Ongoing)
- 1.13 Amend the UPWP to include any atypical expenditures of a single item purchase greater than \$5,000, an office supply over \$1,000 and travel outside the US in accordance with 2CFR200.
- 1.14 Develop FY 2028/29- FY 2029/30 UPWP (Feb. - June 2028)
 - ✓ *Review status of current planning projects.*
 - ✓ *Coordinate with planning partners to determine new planning projects to be included in UPWP.*
 - ✓ *Review upcoming planning requirements to address in new UPWP.*
 - ✓ *Identify potential planning projects.*
 - ✓ *Develop operating budget.*
 - ✓ *Develop and execute required funding agreements for PL and as applicable for SU, CMAQ.*
 - ✓ *Update year 2 of budget to include FY2028 remaining funds.*

CERTIFICATION

- 1.15 FDOT Annual Certification (Feb. - April 2027, 2028)
 - ✓ *Compile responses to FDOT certification questions.*
 - ✓ *Meet with FDOT staff to review responses and prepare final certification documentation.*
 - ✓ *Present for Board approval.*

TRAINING

- 1.17 Continue to provide training opportunities to CRTPA Board and staff members in various policy, technical and administrative areas. (Ongoing)
 - ✓ *FDOT Workshops/MPOAC Institute (2027, 2028)*
 - ✓ *FHWA Webinars and Training Modules*
 - ✓ *Grants.gov training on funding opportunities and programs*
 - ✓ *Public Engagement and Equity*
 - ✓ *[Florida APA Annual Conference and Webinars](#)*
 - ✓ *ASSHTO, National Transportation Organizations*
 - ✓ *Florida Metropolitan Planning Partnership*
 - ✓ *Safety and Performance Measures*

ADMINISTRATION: ANTICIPATED ACTIVITIES (CONT.)

AUDIT/LEGAL PROFESSIONAL SERVICES

- 1.18 Employ a qualified auditor to perform the Annual CRTPA audit in accordance with federal requirements and state requirements of Chapter 215.97, Florida Statutes (Florida Single Audit Act). (March-June 2027, 2028) [Professional Services Contract]
- 1.19 The Auditor will perform an audit of federal funds expended that meets the audit and reporting requirements for Federal Awards.
- 1.20 Assist the City in development of the Comprehensive Annual Financial Report (CAFR) as it relates to CRTPA grants. (Annually)
- 1.21 Receive copy of all audit reports relating to revenues and expenditures. (Annually)
- 1.22 Submit Single Audit to FDOT/Federal Clearinghouse. (June 2027, 2028)
- 1.23 Retain legal counsel for the CRTPA to provide routine legal consultation to the CRTPA Board and Executive Director, including the review of agreements.
- 1.24 Legal counsel attendance at all CRTPA Board meetings, including the Board's Annual Retreat.
- 1.25 Procure general planning consultants including development of technical requirements, competitive RFSQ process, selection, award and execution of contract.

END PRODUCT

Effective and efficient management of the local 3-C planning process including active participation by public agencies and citizens. (Ongoing)

Adopted FY 2026/27 - FY 2027/28 UPWP. (May 2026)

Amendments/Modifications FY 2026/27 - FY 2027/28 UPWP. (Ongoing)

FDOT Joint Certification of the Metropolitan Planning Process. (May 2027, 2028)

Timely submittal of invoices to FDOT for PL SU, and CM funds. (Quarterly)

DBE tracking and reports submitted to FDOT. (Quarterly)

Continuing services contracts for attorney and auditor. (Ongoing)

ADMINISTRATION: ANTICIPATED ACTIVITIES [END PRODUCT] (CONT.)

Additional training in mission critical areas. (Public Involvement, Data Collection, Social Equity). (Ongoing)

Annual audit. (June 2027, 2028)

RFSQ for General Planning Consultant(s)

Executed contract with General Planning Consultant(s)

RESPONSIBLE AGENCIES

CRTPA

FDOT – Certification Report

DRAFT ESTIMATED TASK BUDGET & FUNDING SOURCES TASK 1.0 - FISCAL YEAR 2027

DRAFT ESTIMATED TASK BUDGET & FUNDING SOURCES TASK 1.0 - FISCAL YEAR 2028

UWP TASK 2.0 - DATA ANALYTICS

The Data Analytics task focuses on monitoring transportation characteristics and the factors that influence travel behavior, operations, and network safety. Socioeconomic conditions, land use patterns, transportation system data, and environmental factors are also considered. Integrating this with crash data, roadway and contextual factors, emerging location and vehicle data proactively assesses risk across networks and supports data-driven transportation planning. Reporting of Federal Transportation Performance Measures is another component of this task. Annually data is collected and analyzed to evaluate how the transportation network is operating and performing over time.

OBJECTIVE

The purpose is to monitor changes in traffic characteristics, compare existing conditions with future projections to anticipate planning needs and activities, provide data to relevant agencies and support overall transportation system safety and reduction in fatalities and serious injuries.

PREVIOUS WORK

- ✓ Coordination with the City of Tallahassee and FDOT District 3 Traffic Operations relative to Intelligent Transportation Systems (ITS) funding and deployments.
- ✓ Continuous review, collection, and analysis of crash data for the Capital Region.
- ✓ Coordination with TLC GIS on mapping data.
- ✓ Extensive analysis of safety data related to serious and fatal injuries including contributing factors, cluster locations, and trends.
- ✓ Adoption of Safe Streets for All Safety Action Plan including identification of High Injury Network.
- ✓ Development of SS4A Safety Implementation Plan for N. Monroe Street Corridor.
- ✓ Grant application developed and submitted to USDOT for funding N. Monroe Street Corridor Safety Improvements.
- ✓ Adopted updated Congestion Management Plan.
- ✓ Coordination with District 3 Design and Safety Office to identify potential safety improvements associated with candidate resurfacing projects.
- ✓ Adopted Highway Transportation Performance Measures
- ✓ Adopted Transportation Performance Measures for Bridge and Pavement; System Performance and Freight Movement
- ✓ Adopted FTA Transit Asset Management performance targets.
- ✓ Participation on Gadsden, Jefferson, Leon, and Wakulla Counties' Community Traffic Safety Teams.
- ✓ Annual Helmet Fitter Training Leon County
- ✓ Increased agency participation in the Leon County CTST meetings.

ANTICIPATED ACTIVITIES

DATA COLLECTION

- 2.1 Coordinate collection and dissemination of GIS data with Tallahassee-Leon County GIS (TLCGIS). (Ongoing)
- 2.2 Monitor Congestion Management System for implementation.(CMS) (Ongoing)
- 2.3 Work with TATMS staff on travel-time and utilization reports. (Ongoing)
- 2.4 Monitor and review traffic operation needs through collection and analysis of peak hour traffic data. (Ongoing)
- 2.5 Employ software using a GIS platform to collect, verify, analyze, report and map information. Analytics will support safety and performance measure reporting. (Ongoing)
- 2.6 Integrate data into CRTPA Planning Programs and Plans. Utilize data to inform project evaluation and decision-making. (Ongoing)
- 2.7 Employ Urban SDK Transportation Management GIS based software to track and report on safety statistics, speed data, and crash locations.
- 2.8 Develop in consultation with Urban SDK a dashboard for reporting to the public with interactive features.

SAFETY/PERFORMANCE MEASURES

- 2.9 Analyze crash trends and statistics to identify high-hazard locations and prioritize potential improvements. (Ongoing)
- 2.10 Develop, adopt, report and monitor Performance Measures and Targets. Performance measures are adopted for highway safety, bridge and pavement, system performance and freight management, transit asset management, and transit safety. (Feb 2027, 2028)
- 2.11 Monitor data related to safety performance measures. (Ongoing)
- 2.12 Identify corridors or locations for further analysis in consultation and coordination with FDOT District 3 Safety Department. (Ongoing)
- 2.13 Coordination meetings with District Three Safety Office. (Quarterly)
- 2.14 Review resurfacing projects for recommended safety improvements. (Summer 2026, 2027)

DATA ANALYTICS - ANTICIPATED ACTIVITIES (Cont.)

COMMUNITY TRAFFIC SAFETY TEAMS, SAFE ROUTES TO SCHOOL, FDOT D3 SAFETY

- 2.15 Continue participation on the Community Traffic Safety Teams (CTST) within the CRTPA planning area coordination with local governments, and community stakeholders. (Quarterly or as Scheduled)
- 2.16 Push-button project and safety coordination meetings with the FDOT Safety Office. (Ongoing)
- 2.17 Review the FDOT candidate resurfacing projects' list and provide comments on safety enhancements. (Annually)
- 2.18 Coordinate with local governments on Safe Routes to School applications. (Ongoing)
- 2.19 Quarterly meetings with Leon County and City of Tallahassee engineering staff and District Three Safety Engineer.
- 2.20 Coordinated Helmet Fitting Training with the FL Traffic & Bicycle Safety Education Program in Leon and Wakulla Counties. (March 2027, 2028)

END PRODUCT

Coordination of data needs with local partners. (Ongoing)
Development of travel time reports to monitor system performance. (Ongoing)
Continued coordination with CTST partners in the CRTPA planning area. (Ongoing)
Coordination with FDOT District Office on safety initiatives and projects. (Ongoing)
D3 Safety Improvements (E.g. Nims Middle School and SR20 W of Capital Circle SW).
Updated MAP-21/FAST ACT FHWA and FTA Performance Measures. (Feb 2025, 2026)
Annual reporting on FHWA and FTA Safety Performance Measures. (Feb 2026, 2026)
Transportation reports and visualizations of analytics. (Ongoing)

RESPONSIBLE AGENCIES

CRTPA

CTSTs - CRTPA and Local Government

FDOT - Safety Implementation Projects

ESTIMATED TASK BUDGET & FUNDING SOURCES TASK 2.0 - FISCAL YEAR 2027

ESTIMATED TASK BUDGET & FUNDING SOURCES TASK 2.0 - FISCAL YEAR 2028

UPWP TASK 3.0 – LONG-RANGE PLANNING

The CTRPA's current Long-Range Transportation Plan (LRTP) is the Year 2050 Regional Mobility Plan (RMP), adopted in November 2025. Developing and maintaining this foundational document is the primary goal of this task. The RMP outlines long and short range strategies aligned with state, regional, and local goals; sets the framework for the CTRPA's planning documents; and, guides the development of an integrated multimodal transportation system. Long range planning facilitates the safe and efficient movement of people and goods in addressing current and future transportation demand. Task activities also includes coordination efforts with our regional partners to address all modes of transportation on a regional level.

OBJECTIVES

- Maintain and update the Year 2050 Regional Mobility Plan.
- Evaluate alternative transportation modes and systems.
- Advance traffic operations using ITS technologies.
- Coordinate planning efforts with regional partners.
- Expand local and regional trails network.

PREVIOUS WORK

2050 REGIONAL MOBILITY PLAN

Adopted The Year 2050 RMP

- ✓ Conducted public involvement process.
- ✓ Developed alternatives considering agency and stakeholder input
- ✓ Developed financial resources plan.
- ✓ Develop Needs and Cost Feasible Plans.
- ✓ Conducted public meetings (virtual and in-person) and Public Hearing
- ✓ Adopted final plan

ON-GOING ACTIVITIES

Continued participation in the development of various transportation projects.

Ongoing involvement in the development of state and regional transportation plans.

LONG RANGE PLANNING – PREVIOUS WORK (Cont.)

REGIONAL TRAILS

Coordinated with Wakulla County on the development of the regional trail network. (Capital City to the Sea Trail, Coastal Trail and Wakulla Springs Trail)

Collaborated with Leon County, Gadsden County and BPIA on the development of the regional trail network. (Tallahassee to Havana Trail, US 90 West Trail)

Worked with Blueprint Intergovernmental Agency (IA) and Leon County on potential local trail projects.

Continued work with various agency partners (FDEP, FDOT, SUN Trails and the Greenways and Trails Foundation) on the development of various trail projects.

REGIONAL COORDINATION

Coordination with ARPC and Regional Transportation Planning organizations.

Participation in MPOAC Advisory Committees.

Quarterly meetings with District 3 Administration and Planning staff.

PLANNING SUPPORT WORK

Data collection and planning activities consistent with listed tasks. (Consultant)

2020 DECENNIAL CENSUS

Monitored American Community Survey data updates to the 2020 Census.

ANTICIPATED ACTIVITIES

PLANNING SUPPORT WORK

- 3.0 Data collection and planning activities consistent with listed tasks.
(Consultant)

2020 CENSUS

- 3.1 Incorporate Census data into planning documents and studies.
(Ongoing)

REGIONAL MOBILITY PLAN (RMP)

- 3.2 Maintain and amend the Year 2050 Regional Mobility Plan. (Ongoing)
- 3.3 Develop updated socio economic data. (Consultant)
- 3.4 Assist local governments with incorporating relevant portions of the 2050 RMP into their respective comprehensive plans.

REGIONAL TRAILS

- 3.5 Continue work with local partners and state agencies to implement regional trails identified in the Regional Trails Project Priority List
- 3.6 Continue development of the Capital City to the Sea Trails and other regional trails.
- 3.7 Continue work with local partners to implement trails identified in the Bicycle/Pedestrian Project Priority List and develop projects to expand localized trail networks.

AIR CONFORMITY

- 3.8 Monitor Environmental Protection Agency (EPA) Air Conformity standards.
- 3.9 Monitor attainment status and Leon County air quality data provided by DEH at [Tallahassee Community College ozone tracking station](#).

LONG RANGE PLANNING – PREVIOUS WORK (Cont.)

REGIONAL AND LOCAL COORDINATION

- 3.10 Continue participation in Florida Metropolitan Partnership coordination meetings.
- 3.11 Participation at ARPC meetings and coordination on various land use and transportation issues.
- 3.12 Improve overall coordination on transportation and land use issues with local governments, state agencies, local universities, and other groups.
- 3.13 Continue participation in District 3 coordination meetings.
- 3.14 Continue ongoing coordination on transportation and land use issues with local governments, state agencies, local universities and other stakeholder groups.
- 3.15 Assist local governments, as needed, to implement locally-identified transportation projects.

TRAILS

- 3.16 Continue work with local partners and state agencies to implement regional trails identified in the Regional Trails Project Priority List.
- 3.17 Continue development of the Capital City to the Sea Trails and other regional trails.
 - Bloxham Cutoff Path Feasibility Study
 - Tallahassee-Havana Path Feasibility Study
 - US 90 East and West Regional Connections
- 3.18 Continue work with local partners to implement trails identified in the Bicycle/Pedestrian Project Priority List and develop projects to expand localized trail networks.

END PRODUCT

Amended Year 2050 RMP (As Needed)
Updated and validated Transportation Demand Model (November 2026)
Analysis of FHWA and FTA Performance Measures Data (February 2027, 2028)
Regionally Coordinated Transportation Planning Process (Ongoing)
Regional Trail Network Updates and Studies (See Task 5 for Trail Project Information)

RESPONSIBLE AGENCY

CRTPA - FDOT Validated Model

Subtask 3.3: Year 2050 Regional Mobility Plan Update (Long-Range Transportation Plan)

Budget \$75,000

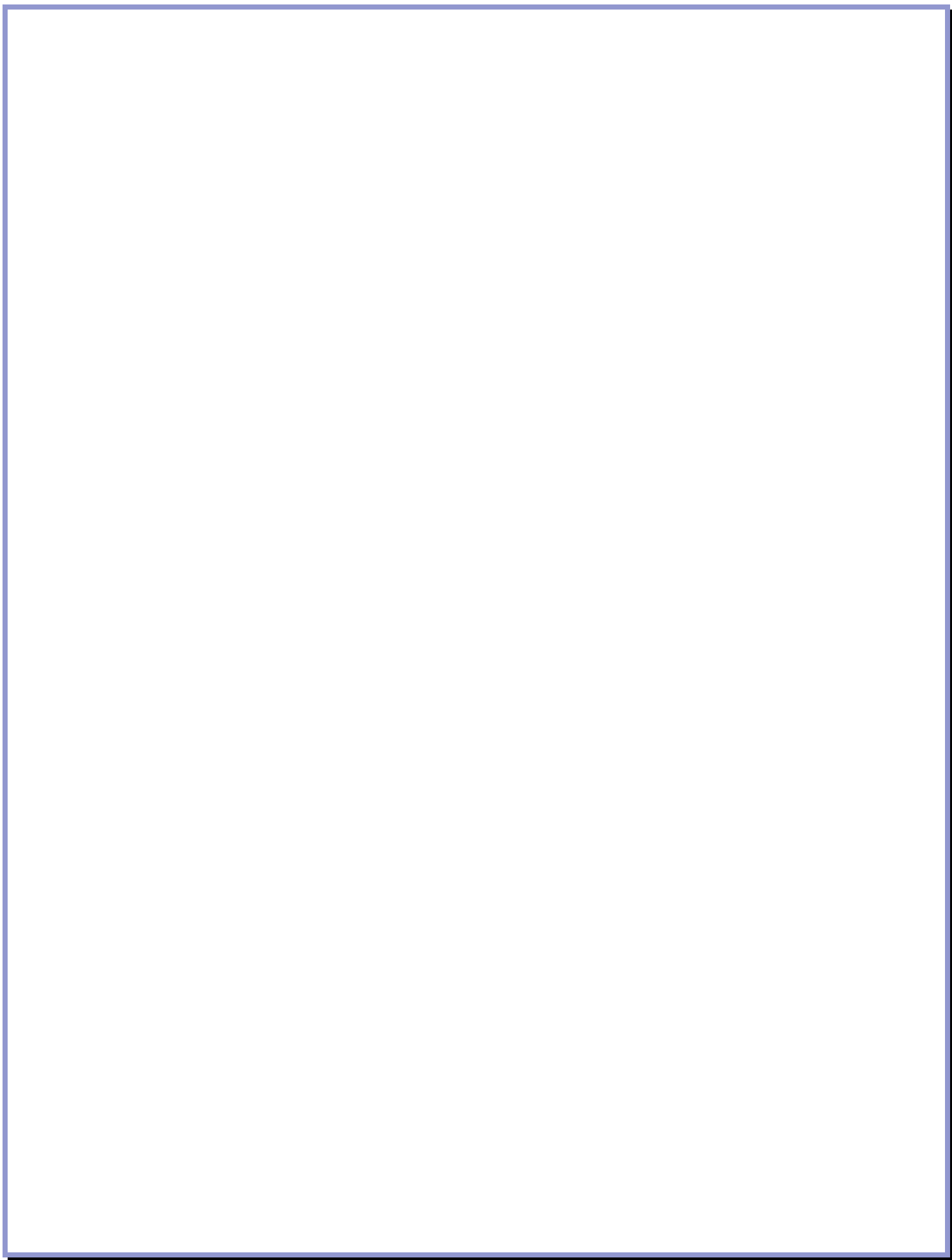
Responsible Agency: CRTPA (Consultant support) and FDOT (Model and Revenue Projections)

Purpose: Update population, socio-economic and transportation data for inputs to the Regional Transportation Travel Demand Model. Update, calibrate and validate Model.

Required Activity	End Products	Date
Develop updated model	Validated Travel Demand Model	Spring - Summer 2026
Update demographic, socio-economic, and transportation input data	Updated Regional Data and Network Characteristics	Spring 2026
Input updated model parameters and assumptions into the model.	Assessment of growth scenario, calibrate and validate the Travel Demand Model against observed conditions	Spring 2026
Coordinate with FDOT	Calibrated and validated Regional Travel Demand Model	Summer 2026

ESTIMATED TASK BUDGET & FUNDING SOURCES TASK 3.0 - FISCAL YEAR 2027

ESTIMATED TASK BUDGET & FUNDING SOURCES TASK 3.0 - FISCAL YEAR 2028



UPWP TASK 4.0 – SHORT RANGE PLANNING

Short range transportation planning, centered on the Transportation Improvement Program (TIP) and supported by Priority Project Lists (PPLs), serves as the link between the long-term 2050 Regional Mobility Plan and near-term, funded project implementation. This task focuses on implementing transportation projects identified in the RMP and other CRTPA plans, with key activities including development of an annual PPLs and the five-year TIP. Activities include coordinating with state and federal partners in the development of the work program and with local governments to assess the transportation impacts of significant new development.

OBJECTIVE

To identify and address short term transportation needs through the adoption and maintenance of the TIP and PPLs. Review development activity to monitor its effect on the local transportation system.

PREVIOUS WORK

- Completion of annual development project process.
- Conduct public involvement for PPLs and TIP.
- Ongoing coordination with Place Vision on TIP and Interactive Mapping Tool.
- Coordinated with FDOT District 3 on Administrative TIP Amendments.
- Adopted TIPs and amendments as necessary for Planning Consistency.
- Coordinated with StarMetro on federal grant awards, amend into the TIP.
- Adopted annual List of Priority Projects.
- Published Annual listing of Obligated Federal Projects.
- Solicitation of Transportation Alternatives Projects.
- Worked with local governments on various planning issues.
- Assisted local governments with funding applications for submittal to FDOT.

Intentionally left blank for additional updates in final document.

ANTICIPATED ACTIVITIES

PLANNING SUPPORT WORK

- 4.0 Data collection and planning activities consistent with listed tasks. (Consultant)
- 4.1 Administrative support for planning activities and public engagement associated with listed tasks.

PROJECT PRIORITY LISTS

- 4.2 Develop Annual Project Priority Lists (PPLs). (June 2027, 2028)
 - ✓ 2050 RMP Major Capacity Projects
 - ✓ Transportation System and Safety Management
 - Operations-level projects
 - Intersections
 - Pedestrian Improvements
 - ✓ Transportation Alternatives
 - ✓ Regional Trails
 - ✓ Bicycle and Pedestrian
 - ✓ Transportation Regional Incentive Program (TRIP)
 - ✓ Intelligent Transportation Systems
 - ✓ StarMetro
 - ✓ Tallahassee International Airport
- 4.3 Conduct public outreach for the PPLs consistent with the requirements of the latest Public Involvement Plan. (Spring 2027, 2028) [Current PPLs](#) can be viewed here.
- 4.4 Board adoption of PPLs.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

- 4.5 Develop and adopt the Annual TIP. (June 2027, 2028)
- 4.6 Coordinate the development of the TIP with FDOT D3 as well as local governments and agencies. (Spring 2027, 2028)
- 4.7 Conduct public involvement for the adoption of the TIP consistent with the requirements of the latest Public Involvement Plan. (Spring 2027, 2028)
- 4.8 Review local government comprehensive plans for consistency with CRTPA TIP and RMP as necessary. (Spring 2027, 2028)

SHORT RANGE PLANNING – [TIP] ANTICIPATED ACTIVITIES (Cont.)

- 4.9 Publish Annual listing of federally funded obligated projects. (December 2026, 2027)
- 4.10 Continue refinement of Interactive TIP system. (Ongoing)
- 4.11 Modify/Amend TIP as necessary. (Ongoing)
- 4.12 Continue coordination with FDOT in the development and adoption of the Five-Year Work Program. (Ongoing)

MONITOR TRANSPORTATION SYSTEM IMPACTS

- 4.13 Monitor and review project, major developments and other site-specific impacts as necessary. (Ongoing)
- 4.14 Conduct site impact analysis for new development projects as requested by local governments. (Ongoing)
- 4.15 Advise local governments and boards on decisions which may impact corridors identified for improvement or identified as physically or policy constrained. (Ongoing)
- 4.16 Coordinate CRTPA actions with local government comprehensive plan development efforts to encourage alternative modes of transportation. (Ongoing)
- 4.17 Assist local governments as necessary in the development of transportation projects and potential funding mechanisms. (Ongoing)

FAST ACT TRANSPORTATION ALTERNATIVES (TA) PROGRAM

- 4.18 Assist local governments in the CRTPA's 2027 – 2028 FAST Act TA application process. (Dec 2027 - Feb 2028)
- 4.19 Conduct an TA Evaluation Committee meeting with TAC/CMAC representatives and local government representative. (Feb 2028)
- 4.20 Monitor progress of programmed TA projects and assist in their implementation when necessary. (Ongoing)
- 4.21 Ranking of TA projects by Evaluation Committee and adoption of

LEGISLATIVE ACTIVITIES

- 4.22 Monitor legislative activities on both the federal and state level to determine impact on transportation issues. (Annually 2027, 2028)

SHORT RANGE PLANNING (Cont.)

END PRODUCT

Annual Priority Project Lists. (June 2027, 2028)
Transportation Alternatives Solicitations (2028)
Annual Transportation Improvement Plan. (June 2027, 2028)
Amendments to the Transportation Improvement Plan (TIP). (Ongoing)

RESPONSIBLE AGENCY

CRTPA

ESTIMATED TASK BUDGET & FUNDING SOURCES TASK 4.0 - FISCAL YEAR 27

ESTIMATED TASK BUDGET & FUNDING SOURCES TASK 4.0 - FISCAL YEARS 2028

UPWP TASK 5.0 – MOBILITY PLANNING

The Multimodal Planning task reflects the planning activities related to the various transportation modes including highways, transit, bicycle/pedestrian, and aviation.

OBJECTIVE

To guide and to ensure the efficient and effective provision of multimodal transportation system.

PREVIOUS WORK

BICYCLE/PEDESTRIAN PLANNING

Coordination with Bicycle Work Group in Leon County, Leon County Schools, Community Traffic Safety Teams and FDOT District 3 on outreach opportunities to promote safety and mobility options.

Coordination with Blueprint IA, the local governments on pedestrian and bicycle safety improvements and implementation of transportation plans.

Coordination with Florida DEP and FDOT regarding Regional Trails programmed and proposed through the CRTPA and/or SUNTrail.

Coordination with Florida DEP Office of Greenways and Trails on updates to the opportunities map.

Coordinated Helmet Fitting Training with the FL Traffic and Bicycle Safety Education Program. Annual Helmet Fitters Training in Capital Region.

Tallahassee to Havana Multi-Use Trail Public Involvement and Feasibility Study Orchard Pond Rd. to SR12 at Salem Road in Havana. (Leon/Gadsden Counties)

SR267 Multi-Use Path Public Involvement and Feasibility Study. (Wakulla County)

Continued coordination on US 90 East Multi-Use Path. (Leon/Jefferson Counties)

SUN Trails Applications for SR267, Tallahassee to Havana (2) and US90 West.

Coordination with Bicycle Work Group in Leon County, Leon County Schools, Community Traffic Safety Teams.

Developed FY 2026-30 & 2027-31 Priority Project Lists for Bicycle and Pedestrian and Transportation Alternatives projects

Disseminate bicycle and pedestrian safety materials and supported safety initiatives.

MOBILITY PLANNING - PREVIOUS WORK (Cont.)

TRANSIT – STARMETRO

Coordinate update to the Annual Transit PPL with StarMetro.
Partnered with StarMetro in implementation of the Transit Development Plan.
Work with StarMetro in the development of Transit performance measures.
Adopted StarMetro's Transit Asset Management Plan. (June 2021)

AVIATION

Worked with TIA to update the Aviation PPL.
Ongoing coordination on roadway improvements.

CONGESTION MANAGEMENT PLAN

Evaluate Congestion Management Plan for updates and studies.

INTELLIGENT TRANSPORTATION SYSTEMS

Worked with local TATMS and FDOT on ITS-related improvements and priorities.
Coordinated with FDOT and TATMS for test Bike-Ped Counter Camera Counters.

ANTICIPATED ACTIVITIES

PLANNING SUPPORT WORK

- 5.0 Data collection and planning activities consistent with and in support of listed tasks. (Consultant)

TRANSIT (STARMETRO)

- 5.1 Assist StarMetro as necessary to improve transit service. (Ongoing)
- 5.2 Coordinate with StarMetro on the development of the annual Project Priority List for transit. (Spring 2027, 2028)
- 5.3 Continue coordination on implementation of Transit Development Plan. (Ongoing)
- 5.4 Adopt FAST Act FTA Performance Measures/Targets. Transit Asset Target and Transit Asset Management Performance Measures. (Nov 2025)

MOBILITY PLANNING – ANTICIPATED ACTIVITIES (CONT.)

AVIATION

- 5.5 Assist Tallahassee International Airport (TIA), as necessary, in the update of their Airport Master Plan. (Ongoing)
- 5.6 Coordinate with TIA on transportation projects that have a direct impact on airport operations. (Ongoing)
- 5.7 Assist TIA, as necessary, with the development of the Joint Aviation Capital Improvement Program (JAICP). (Ongoing)
- 5.8 Coordinate with TIA on the development of the Annual Project Priority List for aviation. (Spring 2027, 2028)

CONGESTION MANAGEMENT PLAN/PERFORMANCE MEASURES

- 5.9 Monitor Congestion Management Plan Implementation
- 5.10 Establish, collect, and review data for the various performance measures to determine progress on adopted targets. (Ongoing)
- 5.11 Congestion Management Plan Implementation: Technical Studies
(See following page for project details.)

INTELLIGENT TRANSPORTATION SYSTEMS (ITS)

- 5.12 Continue work with Tallahassee Advanced Traffic Management System (TATMS) to identify ITS deployments. (Ongoing)
- 5.13 Review potential ITS applications/deployments for StarMetro. (Ongoing)

MOBILITY PLANNING –ANTICIPATED ACTIVITES (CONT.)

BICYCLE/PEDESTRIAN

- 5.14 Develop/adopt FY 2028 & 2029 Priority Project Lists (June 25, 26)
- 5.15 Continue participation in the Bicycle Work Group. (Ongoing)
- 5.16 Coordination with the CMAC to identify and program key bicycle and pedestrian projects and programs for the region. (Ongoing)
- 5.17 Disseminate bicycle and pedestrian safety materials throughout the year at key events, such as the Leon County Safety Fair, that target a wide range of the population of the CRTPA area. (As Scheduled)
- 5.18 Coordinate with the CTST's to promote responsible transportation behavior for all users of the network. (Quarterly 2027, 2028)
- 5.19 Continued coordination with technical/citizen's groups to identify roadway improvements as opportunities arise to improve the system.
- 5.20 Implement Tallahassee/Leon County Bicycle/Pedestrian Master Plan. (Ongoing)
- 5.21 SR267/Springhill Road Multi-Use Path Feasibility Study [Consultant] - Wakulla/Leon Counties (Spring 2027)
- 5.22 Bradfordville Path from Thomasville Road to Welaunee Greenway Path Connection [Consultant] (Spring 2027)
- 5.23 US90 West Multi-Use Path Feasibility Study [Consultant] Quincy to Chattahoochee (Spring 2027)
- 5.24 Tallahassee to Havana Multi-Use Path Environmental Impact Study [Consultant] (Winter 2027)

ADDITIONAL PLANNING TASKS

- 5.25 Continue to monitor Telecommute trends and coordination with Commuter Services.
- 5.25 Context Based Multi-Modal Planning - Future projects to be determined.
- 5.26 Continue development of Wayfinding Signage for the Capital City to the Seas Trail network.

MOBILITY PLANNING – BIKE/PED ANTICIPATED ACTIVITIES (CONT.)

END PRODUCT

Effective and efficient coordinated multi-modal transportation system. (Ongoing)
Congestion Management Plan Implementation: Technical Studies (Ongoing)
SR267/Springhill Road Multi-Use Path FS (Winter 2028)
Thomasville Road to Welaunee Greenway Multi-Use Trail FS (Winter 2028)
US 90 West Multi-Use Path FS (Winter 2027)
Tallahassee to Havana Multi-Use Path Environmental Impact Study (Winter 2027)
Wayfinding Signage for the Capital City to the Seas Trail network (Summer 2025)
Trail Feasibility Studies and Mobility Studies as updated in the UPWP

RESPONSIBLE AGENCY

CRTPA

Subtask 5.11: Congestion Management Plan Implementation Technical Studies (Updated as projects are identified.)

Responsible Agency: C RTPA (Consultant support will be used to complete this task.)

Purpose: Implement project recommendations identified in the Congestion Management Process (CMP). Conduct further data collection and technical analysis of congested facilities identified in the CMP to include traffic volumes, travel times, transit and park and ride usage, truck volumes, demographic information, environmental justice/transportation justice concerns, activity center locations, historic and projected trends, employment, and crash data (as applicable). Identify short-term improvements/strategies and long-term improvements to reduce or mitigate recurring and non-recurring congestion.

Required Activity	End Products	Schedule/ Completion Date
Collect traffic data on congested corridors and intersections to include existing/future conditions; crash data and multi-modal facilities. As applicable additional demographic, zoning, land use and Complete Street Classification will be considered.	Data Collection	
Complete analysis of corridor and/or intersection conditions and develop profiles reports based on roadway characteristics and functional type.	Data Analysis and Corridor/ Intersection Profile Reports	
Evaluate identified congestion management strategies and short-term and long-term improvements. Identify system management (ITS) and operational/capacity improvements to reduce or mitigate conditions.	Corridor and Intersection Technical Project Reports	
Implement short-term strategies. Incorporate short and long-term projects/improvements into applicable planning documents [Priority Project Lists, Transportation Improvement Plan and Regional Mobility Plan (RMP)].	Implementation of Strategies/Priority Project(s) RMP Short & Long-Term Projects	

5.21 Bradfordville Road Connector: Thomasville Road to Welaunee Greenway Trail Connection Feasibility Study**Budget:** \$200,000**Responsible Agency:** CRTPA (Consultant support will be used to complete this task.)**Purpose:** Complete Feasibility Study for connection from Thomasville Road to Welaunee Greenway in Leon County.

Required Activity	End Products	Completion Date
Conduct Multi-Use Trail FS	Completed Feasibility Study	Summer 2026
Data collection and analysis including social, economic, and environmental information.	Analysis of effects of the proposed improvement on environmental, engineering and socioeconomic conditions, safety needs and public input.	Fall 2025
Identification of safety and conflict points.	Development and analysis of alternatives, considers need for additional right-of-way for stormwater and environmental mitigation.	Winter 2026
Ongoing Public Engagement	Documentation of public comments and responses as appropriate.	Spring 2026
Finalize Draft Project Documents	Development and analysis of alternatives, considers need for additional right-of-way for stormwater and environmental mitigation	Spring 2026
Feasibility Study for Board Action	Document presented for approved	Summer 2026

5.21 SR267/Springhill Road Multi-Use Path Feasibility Study (FS)**Cost:** Budget \$200,000**Responsible Agency:** CRTPA (Consultant support will be used to complete this task.)**Purpose:** Complete Feasibility Study for connection from Wakulla Springs State Park in Wakulla County to Capital Circle SW in Leon County.

Required Activity	End Products	Completion Date
Conducted Multi-Use Path FS	Completed Feasibility Study	
Data collection and analysis including social, economic and environmental	Analysis of effects of the proposed improvement on environmental, engineering and socioeconomic conditions, safety needs and public input.	
Identification of safety and conflict points.	Development and analysis of alternatives, considers need for additional right-of-way for stormwater and environmental mitigation.	
Ongoing Public Engagement	Documentation of public comments and responses as appropriate.	
Finalize Draft Project Documents	Development and analysis of alternatives, considers need for additional right-of-way for stormwater and environmental mitigation	
Feasibility Study for Board Action	Document presented for action	

5.23 US 90 West Shared Use Path Feasibility Study (FS)**Budget** \$221,180 GRTR**Responsible Agency:** CRTPA (Consultant support will be used to complete this task.)**Purpose:** Complete Feasibility Study for connection from Quincy to Chattahoochee in Gadsden County.

Required Activity	End Products	Completion Date
Conduct Multi-Use Path Feasibility Study	Completed Feasibility Study	Fall 2026
Data collection and analysis including social, economic and environmental	Analysis of effects of the proposed improvement on environmental, engineering and socioeconomic conditions, safety needs and public input.	Spring/Summer 2025
Identification of safety and conflict points.	Development and analysis of alternatives, considers need for additional right-of-way for stormwater and environmental mitigation.	Fall 2025 /Winter 2026
Ongoing Public Engagement	Documentation of public comments and responses as appropriate.	Ongoing
Finalize Draft Project Documents	Development and analysis of alternatives, considers need for additional right-of-way for stormwater and environmental mitigation	Spring/Summer 2026
Feasibility Study for Board Action	Document presented for action	Fall 2026/Winter 2027

5.24.2 Tallahassee to Havana Project Impact Study

Budget \$ 976,480 GRTR/SU\$25,000

Responsible Agency: CRTPA (Consultant support will be used to complete this task.)

Purpose: Complete Project Impact Study considering the requirements of a Project, Development and Environment study for the segment in Leon County from Orchard Pond Greenway Trailhead to the Ochlockonee River at the Gadsden/Leon County line.

Required Activity	End Products	Completion Date
Conduct Project Impact Study	Completed Feasibility Study	Fall 2026
Data collection and analysis including social, economic and environmental	Analysis of effects of the proposed improvement on environmental, engineering and socioeconomic conditions, safety needs and public input.	Summer 2025
Identification of safety and conflict points.	Development and analysis of alternatives, considers need for additional right-of-way for stormwater and environmental mitigation.	Fall 2025/Winter 2026
Ongoing Public Engagement	Documentation of public comments and responses as appropriate.	Ongoing
Finalize Draft Project Documents	Development and analysis of alternatives, considers need for additional right-of-way for stormwater and environmental mitigation	Spring/Summer 2026
Feasibility Study for Board Action	Document presented for action	Fall 2026/Winter 2027

ESTIMATED TASK BUDGET & FUNDING SOURCES TASK 5.0 - FISCAL YEAR 2027

ESTIMATED TASK BUDGET & FUNDING SOURCES TASK 5.0 - FISCAL YEAR 2028

UPWP TASK 6.0 – PUBLIC INVOLVEMENT

The Public Involvement task identifies the activities that encourage and facilitate public participation in the transportation planning process. Public engagement activities are carried out in accordance with the adopted Public Involvement Plan and Limited English Proficiency Plan. Activities to engage and inform include, virtual and in-person public meetings; interactive project and program material; written notice via postcard, web and social media platforms. Presentations to engage various civic groups, project stakeholders and local agencies is ongoing.

OBJECTIVE

To ensure adequate opportunity for public input on the transportation planning process as well as specific projects.

PREVIOUS WORK

CRTPA

Updated CRTPA website and evaluated for ADA compliance. – www.crtpa.org.

Conducted public outreach seeking comments on the CRTPA's plans and programs including the TIP, UPWP, Project Priorities, and SS4A Safety Plan.

Email notices to contacts list and Facebook updates on projects and events.

Updated Public Involvement Plan Title VI

Strategic public engagement for the SR267, Tallahassee to Havana, US90 studies.

SS4A Project and safety information.

Improvements to CRTPA website project pages to improve access to information related to CRTPA activities and projects.

Increased efforts to seek input from the region's traditionally underserved population through targeted locations in public events.

Community Characteristics Inventory

Updated Limited English Proficiency Plan.

ONGOING ACTIVITIES

CRTPA PLANNING SUPPORT WORK

- 6.0 Support work on public involvement and planning activities consistent with listed tasks. (Consultant)
- 6.1 Develop and disseminate public information, as necessary, to inform the public of transportation planning activities. Conduct presentations on transportation related topics to civic and governmental agencies as requested. (Ongoing)
- 6.2 Continue to conduct public outreach related to the CRTPA's plans and programs (including TIP, RMP, UPWP and Project Priority Lists) within the CRTPA region. (Ongoing)
- 6.3 Provide a clearinghouse for transportation related activities for all levels of government and public involved in improving the local transportation system. (Ongoing)
- 6.4 Provide CRTPA information and public involvement items at public events including community festivals and institutions of education. (Ongoing)
- 6.5 Complete regular updates to the CRTPA webpage - www.ctpa.org. (Ongoing)
- 6.6 Continue to monitor and track all public information requests. (Ongoing)
- 6.7 Continue efforts related to increasing input from the region's traditionally underserved population. (Ongoing)
- 6.8 Continue televising CRTPA meetings live on WCOT and provide post-meeting access to the video via the CRTPA website and YouTube Channel. (Monthly)
- 6.9 Periodically review and update Public Involvement Plan (PIP) to comply with the FAST Act, Title VI and other applicable requirements. (Ongoing)

ONGOING ACTIVITIES (CONT.)

- 6.10 Monitor Public Involvement Process Plan for measures of effectiveness. (Ongoing)
- 6.11 Monitor for updates to the Limited English Proficiency Plan for the CRTPA planning area to include a Community Characteristics Inventory using 2020 Census data. (Ongoing)
- 6.12 Conduct safety programs at public schools, as requested, in Gadsden, Leon, Jefferson, and Wakulla counties. (Ongoing)
- 6.13 Continue to coordinate with FDOT on the Annual Work Program Hearing. (Fall 2026, 2027) Initiate public education campaign in coordination with the local colleges. (Ongoing)

END PRODUCT

Effective program to provide the public information regarding the transportation planning process and specific projects. (Ongoing)

Minor updates to Public Involvement Process Plan. (Ongoing)

Updates of CRTPA website. (Ongoing)

RESPONSIBLE AGENCY

CRTPA

ESTIMATED TASK BUDGET & FUNDING SOURCES TASK 6.0 - FISCAL YEAR 2027

ESTIMATED TASK BUDGET & FUNDING SOURCES TASK 6.0 - FISCAL YEAR 2028

UPWP TASK 7.0 – SPECIAL PROJECTS

The Special Projects task identifies the activities that are non-recurring studies or implementation studies dealing with various transportation and safety issues.

OBJECTIVE

Conduct identified studies and surveys to improve the overall operations and safety of the transportation system.

PREVIOUS WORK

CRTPA

Take the Safe Route – Safe Access to School Study
[Safe Streets and Roads for All (SS4A) Safety Action Plan Adopted in 2023]
North Monroe Street SS4A Implementation Plan
North Monroe Street SS4A Implementation Grant for Submission
North Monroe Street Intersection and Operational Analysis
Update North Monroe Street SS4A Grant for Submission
SS4A High Injury Network Tallahassee City Corridors Safety Analysis
West Tennessee Street/US90 SS4A Safety Action Plan Grant Submittal
West Tennessee Street/US90 SS4A Safety Action Plan Grant Resubmittal

ANTICIPATED ACTIVITIES

7.1 SUPPLEMENTAL STUDY TO SAFE STREETS FOR ALL SAFETY ACTION PLAN

- 7.1.1: Continue coordination with Leon County, FDOT, BPIA and stakeholders on implementation of North Monroe Street safety improvements.
- 7.1.2: West Tennessee Street/US90 SS4A Safety Action Plan (January 2028)
[Consultant]
- 7.1.3: High Injury Network (HIN) Supplemental Corridor Implementation Plan(s)
[Consultant]

Subtask 7.1: Supplemental Study to Safe Streets for All Safety Action Plan

Responsible Agency: CRTPA (Consultant support will be used to complete this task.)

Purpose: Complete supplemental planning activities in support of SS4A Action Plan through additional data collection and analysis of corridors and intersection identified on the High Injury Network. The study will drill down to understand the existing conditions and the contributing factors, evaluate crash cluster locations, and identify challenges and opportunities for improvement, including recommendations for construction, operational and educational responses.

Required Activity	End Products	Completion Date
Engage SS4A Task Force and stakeholders. Compile additional/supplemental data (crash and speed data, field review, environmental justice, community surveys and site geometry).	SS4A Task Force and of stakeholders list. Meeting schedules, materials, and summaries. Data collected by location.	Identified with project scope.
Analyze and summarize data collected. Identify any supplemental information to be collected.	Analysis of data collected by location and supplemental data if identified.	
Solicit input from the public and stakeholders to create transportation compatibility with community context.	Documentation and summary of public involvement and stakeholder meetings.	
Draft and Final Report to include short, medium, and long-term recommendations for project implementation.	Draft and Final Report that connects to, and enhances, an Action Plan Study	

As a supplemental study and/or implementation plan is initiated the UPWP will be updated to include the schedule and specific area on the High Injury

Subtask 7.1.2: Safe Streets for All Safety Action Plan US90 West Tennessee Street **Budget:** \$750,000

Responsible Agency: CRTPA (Consultant support will be used to complete this task.)

Schedule and scope under development in consultation with FHWA.

Project corridors are on the SS4A High Injury Network identified in the CRTPA's Safety Action Plan approved by the Board on June 19, 2023 meeting.



END PRODUCT

[SS4A] High Injury Network Safety Analysis
High Injury Network Corridor Implementation Plan
West Tennessee St/US90 SS4A Safety Action Plan (Winter 2027)
Corridor and Operational Studies as Identified (Ongoing)

RESPONSIBLE AGENCY

CRTPA

ESTIMATED TASK BUDGET AND FUNDING SOURCES TASK 7.0 - FISCAL YEAR 2027

ESTIMATED TASK BUDGET AND FUNDING SOURCES TASK 7.0 - FISCAL YEAR 2028

Table I
FAST ACT PLANNING FACTORS

UPWP Tasks							
FAST ACT Planning Factors	Admin	Data Collection	LRP	SRP	Mobility Planning	Public Involvement	Special Projects
Support Economic Vitality	X		X	X	X	X	X
Increase Safety	X	X	X	X	X	X	X
Increase Security		X	X	X	X	X	X
Increase Accessibility	X	X	X	X	X	X	X
Protect Environment		X	X	X	X	X	
Enhance Connectivity		X	X	X	X	X	X
Promote Efficient Operation		X	X	X	X	X	X
Emphasize System Preservation		X	X	X	X	X	X
Improve Resiliency/Reliability	X	X	X	X	X	X	X
Enhance Travel and Tourism	X	X	X	X	X	X	X

Table II
STATE PLANNING EMPHASIS AREAS

UPWP Tasks							
FAST ACT Planning Factors	Admin	Data Collection	LRP	SRP	Mobility Planning	Public Involvement	Special Projects
Safety	X	X	X	X	X	X	X
Equity	X	X	X	X	X	X	X
Resilience		X	X	X	X	X	X
Emerging Mobility		X	X	X	X	X	X

Table III: Schedule of Selected Projects FY 2027/FY2028

TABLE IV
FY 2026/27 and FY 27/28 Funding Sources by Agency

TABLE V
Funding by Agency FY 2026/27 & FY 2027/28

APPENDIX

APPENDIX I.

Forms

Debarment and Suspension Certification
Certification of Restrictions of Lobbying
Title VI Nondiscrimination Policy Statement
Disadvantaged Business Enterprise Utilization
MPO Joint Certification Statement

APPENDIX II.

FY 2026/27 Estimated Expense Operating Budget Detail
Salary, Fringe, Administrative, Facility and Office

FY 2027/28 Estimated Expense Operating Budget Detail
Salary, Fringe, Administrative, Facility and Office

CRTPA Resolution No. 2022-10-7D Adopted Travel Policy

APPENDIX III.

Agency Comments

APPENDIX I

Required Forms

APPENDIX II

***Operating Budgets
CRTPA Adopted Travel Resolution***

FY 2026/27 Estimated Expense Budget Detail Salary, Fringe, Administrative, Facility and Office

FY 2027 Draft Budget CRTPA Board Agenda	FY 27 Draft
511000 - Salaries	\$ 575,000
511300 - Salary Enhancements	\$ 21,877
512400 - Other Salary Items	\$ 1,560
515000 - Pension- Current	\$ 89,000
515100 - Pension- MAP	\$ 32,168
515600 - Mandatory Medicare	\$ 8,270
516000 - Health Benefits	\$ 66,891
516100 - Flex Benefits	\$ 11,052
Personnel Services	\$ 805,818
521005 - Accounting/Audit Services	\$ 32,000
521010 - Advertising	\$ 5,000
521030 - Reproduction	\$ 507
521100 - Equipment Repairs	\$ 819
521160 - Legal Services	\$ 55,000
521180 - ¹ Unclassified Contractual Services	\$ -
521190 - IT Consulting Service (Software/Web/WCOT)	\$ 117,000
522080 - Telephone	\$ 1,803
523020 - Food	\$ 3,500
523050 - Postage	\$ 250
523060 - Office Supplies	\$ 3,000
523065 - Computer Equipment (< \$5,000)	\$ 5,000
523080 - Unclassified Supplies	\$ 1,500
524010 - Travel & Training	\$ 15,225
524020 - Journals & Books	\$ 609
524040 - Membership/Certificates/License	\$ 2,750
524050 - Rent Expense- Building & Office	\$ 36,000
541040 - Insurance	\$ 25,233
Operating Expenditures	\$ 305,196
560010 - Human Resource Expense	\$ 7,580
560020 - Accounting Expense	\$ 14,603
560030 - Purchasing Expense	\$ 1,040
560040 - Information Systems Expense	\$ 43,900
560070 - Revenue Collection	\$ 127
560082 - Facilities and Environmental	\$ 14,010
560090 - Vehicle Garage Expense	\$ 2
611300 - Facility	\$ -
Internal Service Funds	\$ 81,262
Total Operating Expenditures	\$ 1,192,276

Unclassified Contractual Services (Project Budgets) will be updated and included with the adoption of the FY 2027 operating budget in September 2026.

**FY 2027/28 Estimated Expense Budget Detail
Salary, Fringe, Administrative, Facility and Office**

*Unclassified Contractual Services (Project Budgets) will be updated and
included with the adoption of the FY 2028 operating budget in September 2027.*

APPENDIX III

FDOT, FTA and FHWA Comments