



CRTPA BOARD

MEETING OF MONDAY, JANUARY 31, 2022 AT 5:30 PM

CITY OF TALLAHASSEE COMMISSION CHAMBERS
300 S. ADAMS STREET
TALLAHASSEE, FL 32301

MISSION STATEMENT

"The mission of the CRTPA is to act as the principal forum for collective transportation policy discussions that results in the development of a long range transportation plan which creates an integrated regional multimodal transportation network that supports sustainable development patterns and promotes economic growth."

FINAL AGENDA

Citizens wishing to provide input at the CRTPA meeting may:

- (1) Provide comments in person at the meeting. Speakers are requested to limit their comments to three (3) minutes; or
- (2) Submit written comments prior to the meeting at <http://crtpa.org/contact-us/> by providing comments in the "Email Us" portion of the page before 5:00 p.m. on January 30. This will allow time for comments to be provided to CRTPA members in advance of the meeting. Comments submitted after this time (up to the time of the meeting) will be accepted and included in the official record of the meeting; or
- (3) Provide live comments during the meeting virtually by registering before 5:00 p.m. on January 30 at <http://crtpa.org/contact-us/> and noting your desire to provide comments via video in the "Email Us" portion of the page along with the agenda item or issue you wish to discuss. You will be contacted by CRTPA staff and provided with a link to virtually access the meeting and provide your comment during the meeting. Speakers are requested to limit their comments to three (3) minutes.

The public is invited to view the meeting's live broadcast on <https://www.talgov.com/cotnews/wcot.aspx> or Comcast Channel 13 (WCOT-13).

If you have a disability requiring accommodations, please contact the Capital Region Transportation Planning Agency at (850) 891-8630. The telephone number of the Florida Relay TDD Service is # 711.

1. CALL TO ORDER AND ROLL CALL**2. AGENDA MODIFICATIONS****3. PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA**

This portion of the agenda is provided to allow for public input on general CRTPA issues that are not included on the meeting's agenda. Speakers are requested to limit their comments to three (3) minutes. See the above for ways to provide public comment at this meeting.

4. CONSENT AGENDA

- A. Minutes of the November 16 CRTPA Meeting**
- B. Citizens Multimodal Advisory Committee (CMAC) Appointment**
- C. General Planning Consultant (GPC) Contracts**
- D. Executive Director's Quarterly Timesheet Approval**

5. CONSENT ITEMS PULLED FOR DISCUSSION**6. CRTPA ACTION**

The public is welcome to comment on any discussion item after a motion has been made and seconded. Each member of the public is provided three (3) minutes to address the CRTPA.

A. Thomasville Road Multi-Use Path Feasibility Study

The Thomasville Road Multi-Use Path Feasibility Study has been developed for Board approval.

7. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT**8. EXECUTIVE DIRECTOR'S REPORT**

"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.

A status report on CRTPA activities will be provided including a discussion on CRTPA Executive Committee appointments including information related to the agency's federal certification.

9. CRTPA INFORMATION

A. Future Meeting Dates

B. Committee Actions (Citizen's Multimodal Advisory Committee & Technical Advisory Committee)

C. Quarterly Budget Reports

10. ITEMS FROM CRTPA BOARD MEMBERS

This portion of the agenda is provided to allow members an opportunity to discuss and request action on items and issues relevant to the CRTPA, as appropriate.

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January 31, 2022

AGENDA ITEM 1

CALL TO ORDER AND ROLL CALL



January 31, 2022

AGENDA ITEM 2

AGENDA MODIFICATIONS



January 31, 2022

AGENDA ITEM 3

PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA

Comments may be provided in the following manner:

- (1) Provide comments in person at the meeting. Speakers are requested to limit their comments to three (3) minutes; or
- (2) Submit written comments prior to the meeting at <http://crtpa.org/contact-us/> by providing comments in the "Email Us" portion of the page before 5:00 p.m. on January 30. This will allow time for comments to be provided to CRTPA members in advance of the meeting. Comments submitted after this time (up to the time of the meeting) will be accepted and included in the official record of the meeting; or
- (3) Provide live comments during the meeting virtually by registering before 5:00 p.m. on January 30 at <http://crtpa.org/contact-us/> and noting your desire to provide comments via video in the "Email Us" portion of the page along with the agenda item or issue you wish to discuss. You will be contacted by CRTPA staff and provided with a link to virtually access the meeting and provide your comment during the meeting. Speakers are requested to limit their comments to three (3) minutes.



January 31, 2022

AGENDA ITEM 4 A

MINUTES

TYPE OF ITEM: Consent

The minutes from the November 16, 2021 CRTPA Meeting are provided as ***Attachment 1***.

RECOMMENDED ACTION

Option 1: Approve the minutes of the November 16, 2021 CRTPA Meeting.

ATTACHMENT

Attachment 1: Minutes of the November 16, 2021 CRTPA Meeting



CRTPA BOARD

MEETING OF TUESDAY, NOVEMBER 16, 2021 AT 1:30 PM

CITY OF TALLAHASSEE COMMISSION CHAMBERS
300 S. ADAMS STREET
TALLAHASSEE, FL 32301

Members Present:

Commissioner Jeremy Matlow, Chair, City of Tallahassee
Commissioner Kristin Dozier, Vice Chair, Leon County
Commissioner Anthony Viegbesie, Gadsden County
Commissioner Decorkus Allen, Gadsden Municipalities
Commissioner Betsy Barfield, Jefferson County
Commissioner Nick Maddox, Leon County
Commissioner Rick Minor, Leon County
Commissioner Curtis Richardson, City of Tallahassee
Commissioner Dianne Williams-Cox, City of Tallahassee
Commissioner Randy Merritt, Wakulla County

Staff Present: Greg Slay, CRTPA; Jack Kostrzewa, CRTPA; Greg Burke, CRTPA; Suzanne Lex, CRTPA; Yulonda Mitchell, CRTPA; Thornton Williams, CRTPA Attorney; Andrea Rosser, StarMetro; Bryant Paulk, FDOT

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order with a roll call and a quorum present.

2. AGENDA MODIFICATIONS

3. PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA

Jonette Sawyer, 2012 Winthrop Way, spoke on the Thomasville Road Multiuse Path. She stated the CRTPA would be presenting the recommendations for the preferred alternatives for the segments of the Thomasville Multiuse Path. The McCord Park Preservation Group will be sending the CRTPA a list of reasons outlining the opposition of the path going through McCord Park. Ms. Sawyer stated there was a petition of 325+ signatures opposing the path entering the park. She stated the process for gaining signatures was to talk to citizens while they were in the park. Ms. Sawyer briefly provided some of the comments from the citizens she spoke with while obtaining signatures for the petition and noted that the majority of the park activity takes place in the area of the proposed path. She encouraged the Board to not allow the path to enter the park.

Paul Brock, 2666 Noble Drive, Tallahassee Nurseries, Mr. Brock stated he felt the path was part of Tallahassee's future and didn't oppose the path. He noted with the use of e-scooters and e-bikes could possibly reduce emissions and felt this path should happen but expressed concerns regarding the path. He requested information on the safety study for the corridor. Mr. Brock provided some information on the number of vehicle trips associated with Tallahassee Nurseries and stated the information was based on the sales from the business. Mr. Brock noted the numbers included entry and exit at Tallahassee Nurseries (customers, employees and deliveries from vendors). He stated on a busy day the number was about 700-2000 vehicles pass the entrance and on a slower month 400-1000 vehicles pass the entrance. Mr. Brock also discussed the intersections that the path will be required to cross and strongly suggested the addition of a traffic signal at the Tallahassee Nursery entrance. He stated traffic needed to be slowed down on Thomasville Road to make this multi-use path safer to use and also expressed concerns with sight distance when exiting the business.

4. CONSENT AGENDA

- A. Minutes of the September 13 CRTPA Meeting and October 19 CRTPA Retreat**
- B. CRTPA 2022 Calendar**
- C. Citizens Multimodal Advisory Committee (CMAC) Appointment**

Board Action: Commissioner Merritt made a motion to accept the consent agenda. Commissioner Viegbesie seconded the motion. The motion was unanimously passed.

5. CONSENT ITEMS PULLED FOR DISCUSSION

6. ROLL CALL VOTE AGENDA ITEMS

A. Fiscal Year (FY) 2022– FY 2026 Transportation Improvement Program (TIP) Amendments

The CRTPA FY 2022 – FY 2026 TIP is proposed to be amended to reflect the addition of the following rail safety projects:

- Cleveland Street R/R Crossing #625589H (Project #450042-1): Provide funding to upgrade signals (Leon County).
- Adams Street R/R Crossing #625587U (Project #450042-1): Provide funding to upgrade signals (Leon County).

Mr. Slay stated there was a request from FDOT to add two Railroad crossings to the TIP. This would include maintenance to the crossings on Cleveland Street and Adams Street. He added this item requires a roll call vote.

Board Action: Commissioner Merritt made a motion to approve the CRTPA FY 2022-2026 TIP amendment as present by staff. Commissioner Barfield seconded the motion. A roll call vote was conducted, and the motion was unanimously passed.

7. CRTPA ACTION

A. Fiscal Year (FY) 2023 – FY 2027 Draft Tentative Work Program

This item provides information related to the FY 2023 – FY 2027 Draft Tentative Work Program.

Bryant Paulk, FDOT presented the FY 2023 – FY 2027 Draft Tentative Work Program identifying transportation projects that have received state and federal funding within the next five (5) years. Mr. Paulk outlined the identified projects within each of the 4 counties within the region.

Leon County

Resurfacing Projects

- Crawfordville Rd from S of Wakulla Springs Rd to Arden Rd
- Pensacola St from R/R Overpass to Stadium Dr
- Thomasville Rd from Monroe St to 9th Ave
- Capital Cir NW from Tennessee St to I-10
- I-10 from W of Old Bainbridge Rd to W of Olson Rd
- I-10 from W of Olson Rd to Mahan Dr
- Tennessee St from Monroe St to Magnolia Dr
- Monroe St from Perkins St to Jefferson St
- Stadium Dr from Pensacola St to Gaines St

Capacity Projects

- Capital Circle from Crawfordville Rd to Springhill Rd
- Blountstown Hwy/Pensacola St from Capital Cr to Appleyard Dr
- Crawfordville Rd from LL Wallace Rd to S of Wakulla Springs Intersection
- SIB Loan to BP2K for NE Gateway Project

ITS Support Projects

- Leon County Computer Based ATMS Implementation/Operations

Intersection/Interchange Improvements Projects

- I-10 Interchange at Capital Circle and Thomasville Rd
- Pensacola St from Appleyard Dr to Stadium Dr

Bridge Replacement Projects

- Springhill Rd over Munson Slough Br # 550054

Sidewalk Projects

- Woodville Pre K – 8 Canyon Creek Sidewalk

Gadsden County

Resurfacing Projects

- Pat Thomas Pkwy/Lake Talquin Hwy from Liberty County Line to S of I-10
- Jefferson St (US 90) from W of 4 lane to Madison St
- Fairbanks Rd from Concord Rd to Leon County Line – Ph II

Intersection Improvement Projects

- US 90 at Dover Rd

Jefferson County

Resurfacing Projects

- Waukeenah Hwy from US 27 W Capps Hwy to US 19 S Jefferson St
- South Water St from Bowman St to US 90

Wakulla County

Resurfacing Projects

- Crawfordville Hwy from Shadeville Rd to S of East Ivan
- Wakulla Springs Rd from Bloxham Cutoff to Leon County Line
- Park Ave from end of existing pavement to Sheldon St

Commissioner Dozier noted the Capital Circle project and asked questions regarding available funds with the upcoming federal infrastructure funding. With the projects being included in the Work Program, allows for them to be positioned to qualify for federal infrastructure funding, if the opportunity becomes available. Mr. Paulk stated in the upcoming Work Program cycle, there would be an anticipated revenue increase and these projects would qualify because they are ready and could receive funding. He noted the funding could be used for construction of projects and could also be used to address right-of-way needs that may be holding a project from moving forward. These federal infrastructure funds provide an opportunity to move several projects forward. Commissioner Dozier further noted the board should be entering to discussions with staff to discuss the projects on the list to ensure the region was in the best position for any anticipated federal infrastructure funding. Mr. Slay noted currently the two projects that would be “construction ready/shovel ready” would be Capital Circle and Woodville Highway and noted there should be some discussions on moving several projects into the design phase in order to better position the projects to qualify for any anticipated funding from the federal government. Commissioner Barfield questioned the cost for the projects within the region. Mr. Paulk stated he would provide the information to the board, as soon as possible. Commissioner Williams-Cox asked if there were any plans to make the pedestrians areas more visible in the area of Pensacola/Appleyard Drive area. Mr. Paulk noted there would be high visibility markings in the area including additional lighting. She also stated that when available funding

becomes available, consideration should be made to include rail projects. Mr. Slay noted the infrastructure bill was recently signed by the President and no details have been released to date, therefore, discussions will be limited because of the lack of details on the federal infrastructure bill and that he anticipated details in the next few weeks.

Board Action: This was an informational item, therefore, no action was taken.

B. Rail Discussion

A discussion of rail will be provided by Rickey Fitzgerald, Florida Department of Transportation Freight and Multimodal Operations Office.

Mr. Slay introduced the item for the Rail discussion. He noted that Mr. Rickey Fitzgerald, Florida Department of Transportation Freight and Multimodal Operations Office would present the information.

Mr. Fitzgerald provided background information on the rail service for the Gulf Coast and the Panhandle noting that after Hurricane Katrina the Amtrack services was suspended. In mid-2015 the Southern Rail Commission asked Amtrack to evaluate the potential restoration options. In December 2015 the Fixing America's Surface Transportation (FAST) Act mandated the creation of the Gulf Coast Working Group (GCWG) to complete a report for Congress on the Gulf Coast passenger rail restoration. In 2016 CSX and GCWG completed separate feasibility and cost estimate studies. Mr. Fitzgerald discussed the Gulf Coast Route: New Orleans to Orlando and discussed the partnerships involved with the Gulf Coast Route. He noted the FDOT currently owned 133 track miles in Florida and the remainder is owned by private rail roads. He discussed the infrastructure and operational characteristics of the area from Flomanton, AL to Jacksonville, FL and noted there was about 7-8 freight trains per day and 8 local freight trains per day. Mr. Fitzgerald noted that in order to add passenger rail to this area there would need to be a shared use agreement between the freight operations and the passenger operations, outlining the split of earned revenue. Mr. Fitzgerald discussed the constraint of moveable bridges and noted there was 17 movable bridges along the corridor and that marine traffic has priority to open and close independent of freight traffic. As a result, he stated that this could create delays for freight and passenger rail arrival times or the on-time performances. Mr. Fitzgerald noted the factors that could impact cost stating on-time performance (OTP), Average speed (mph) and delays all effect the cost of rail operations. Mr. Fitzgerald discussed the cost of adding Gulf Coast passenger rail. Mr. Fitzgerald noted it would involve a significant investment. He stated the estimated cost to reinstate and sustain Amtrack could cost up to \$2.254B. This would also require high passenger OTP while maintaining freight level of services. Operational challenges include congested terminal areas, trains holding on mainline to serve customers and yards, sparce sidings and movable bridges and lastly limited access and marshy terrain which could make construction costly.

Commissioner Minor asked if the \$2.254 billion was a one-time upgrade cost. Mr. Fitzgerald stated that would be a one-time cost for upgrading the system. Commissioner Minor stated that many of the members were advocates of bringing rail back to the Gulf Coast, through Tallahassee and noted in the past the route was one of the least profitable routes. Commissioner Minor asked what could be some drawbacks or challenges to ridership? Mr. Fitzgerald stated that a small study was conducted by Florida State University that suggested it would take multiple communities along the route to generate improvement to the ridership rate. Mr. Fitzgerald noted Amtrak states the route was currently suspended, as of today's date and noted Amtrak leadership would make the decision and that ridership will be key. Commissioner Minor noted members could reach out to the Florida Association of Counties/League of Cities along the Panhandle to help gather support throughout the route. Commissioner Williams-Cox questioned if it could really be accomplished. Mr. Fitzgerald didn't feel he should state a definite answer at the meeting due to additional studies to operations and revenues and should be completed prior to making a definite answer. Commissioner Williams-Cox next discussed moving citizens from vehicles and suggested studies be completed to take advantage of the once in a lifetime funding availability and requested the messaging show the route was trying to be reestablished.

Board Action: Commissioner made a motion to work with the Regional Planning Councils to get collaborative work to look at data for freight and passenger rail services strategies moving forward. Commissioner Merritt seconded the motion. Commissioner Minor stated it was important to look at the Regional Planning Councils to build a bipartisan coalition to gather support at the state level. The motion was unanimously passed.

Mr. Fitzgerald outlined the steps the FDOT was taking to move the rail discussion forward and seek solutions. He stated there was internal and external outreach and noted there was a working group that meets to discuss freight and passenger rail. Mr. Fitzgerald stated the objectives of the working were to define the role in passenger rail. He stated the vision and policy position, organizational structure and resources needs, projects and opportunities, and partnership approaches and funding strategies and noted that partnerships are vital when dealing with private stakeholders. He stated reasons why the rail routes should be increased and that this would create a robust multimodal transportation system vision as rail can address the needs of a growing state, can be a safer and cleaner mode of travel, can assist with economic development as well as equity and accessibility. He noted lessons learned from other states: Clearly define the role that passenger rail should play in state mobility; political support is critical to success; dedicate a source of ongoing, sustainable funding for passenger rail; connections strengthen transportation systems; existing freight corridors are not guaranteed use of available alignment or track capacity. Mr. Fitzgerald discussed funding and noted there would be a needs assessment and then an opportunity cost of current obligations. Mr. Fitzgerald discussed partnerships, stating developing a shared vision with early coordination being critical and noted the need to partner with other states. Mr. Fitzgerald stated the next steps would include a passenger rail strategy; stakeholder interviews; research and development of a white paper; visual summary report; and executive presentation.

Commissioner Dozier discussed long-term planning at FDOT and noted it was good to know that the DOT secretary has a focus on multimodal transportation. She briefly discussed quiet zones and noted the cost for quiet zones is very expensive. Mr. Fitzgerald stated when establishing a quiet zone, there are supplemental safety measures that must be met. For example, gates, additional horns, additional lighting and has to extend from ½ mile to 1 mile and not just cover the area at the crossing.

Board Action: Commissioner Maddox made a motion to move agenda item 6H Interlocal agreement up on the agenda while a quorum was still present. Commissioner Viegbesie seconded the motion. The motion was unanimously passed.

7 H. CRTPA Interlocal Agreement

This item seeks direction related to the CRTPA's Interlocal Agreement.

Mr. Slay stated this item was brought to the Board when Commissioner Desloge was appointed to the board. At that time, the Board asked to have an agenda item to discuss removing the weighted voting. He stated that the Interlocal Agreement was on the Agenda at the Leon County Board of County Commission in November and the Leon Commission requested that the be discussed at the CRTPA Board Meeting with the full board.

Board Action: Commissioner Merritt made a motion to proceed with 1 to 1 voting. Commissioner Barfield seconded the motion. Commissioner Merritt withdrew his motion.

Attorney Williams noted there was a previous vote to have a 1 to 1 vote. He stated there should be a discussion on the weighted vote vs. 1 to 1 vote and noted if everyone does not vote on the voting structure, the current voting structure would remain the same.

Commissioner Minor noted there have been two votes on weighted voting. He stated initially most members were fine with the 1 to 1 vote but noted if there was different make up of members on the Board if this was in the best interest of the citizens that are represented. He noted currently Leon County, City of Tallahassee and School Board has 75% of the weighted vote based on population and stated that he felt this 1 to 1 voting was not in the best interest of the constituents that he represents. Commissioner Dozier clarified if no agreement was reached the previous structure stands.

Attorney Williams noted two acts that have to happen: 1. Vote of Board direction and 2. Respective Commissions then would have to ratify those actions. Commissioner Dozier stated the Leon County Commission would review and vote in January. She addressed if membership was to increase Leon County's membership, they will only split the total percentage for Leon County among the Leon County members. Mr. Slay clarified Leon County could increase the membership but it would split the Leon County total and it would be corrected in the January agenda item for Leon County. Commissioner Barfield stated she didn't see a big difference in the 75% vs 60% for Leon County. She stated all of the outlying counties all come into Leon County and noted there are just as many bridge and roadway

issues in Jefferson County but less population in the rural counties and asked all members to consider the rural counties when voting. She requested the Board move forward with the 1 to 1 vote. Commissioner Williams-Cox requested information on the history of weighted voting. Mr. Slay stated before Wakulla, Jefferson and Gadsden representation was added it was a straight vote between City of Tallahassee and Leon County. With the addition of the other counties, the City of Tallahassee and Leon County wanted to retain the larger share of voting power. Mr. Slay noted in 2018, there was a bill in the legislature to not allow the weighted voting but during that time there was discussion to move to the 1 to 1 vote.

Commissioner Maddox stated he wanted to give the small counties an opportunity to discuss prior to voting as the Leon County Commission. He discussed the various differences between the two options regarding the percentages. Commissioner Maddox stated he would not be in support of changing but would consider changing if small counties voiced concerns of inequity, he would be willing to reconsider. Commissioner Viegbesie agreed with other members representing the small counties. Commissioner Dozier stated there are other governments that have already approved the interlocal and would not necessarily support the motion. Mr. Slay noted the other issue related to the proposed removal of the Leon County School Board as a member of the Board at the request of Commissioner Woods of the Leon County School Board.

Board Action: Commissioner Maddox made a motion to retain current voting structure of the weighted vote and recommended the Leon County School Board discuss its interest to remain a voting member. Commissioner Minor seconded the motion. A roll call vote was conducted and the motion passed with Commissioner Dozier voting in opposition. Commissioners Barfield and Merritt were not present at this point in the meeting.

Board Action: Commissioner Maddox made a motion to modify the agenda to forward Agenda Item 7E up on the agenda, while a quorum was still present to vote on the item. Commissioner Minor seconded the motion. The motion was unanimously passed.

A. 7E. Election of Chair/Vice Chair

Annually, CRTPA member elect a new Chair and Vice Chair to serve for the upcoming calendar year. Currently, Commissioner Jeremy Matlow and Commissioner Kristin Dozier hold the CRTPA Chair and Vice Chair positions, respectively.

Board Action: Chair: Commissioner Maddox made a motion to nominate Commissioner Dozier. Commissioner Richardson seconded the motion. The motion was unanimously passed.

Board Action: Vice-Chair: Commissioner Maddox made a motion to nominate Commissioner Barfield. Commissioner Minor seconded the motion. The motion was unanimously passed.

Board Action: Commissioner Maddox made a motion to modify the agenda to move items 7D CRTPA Urban Attributable (SU) Funding and 7F Transportation Alternatives (TA) Program up on the agenda

while a quorum was still present. Commissioner Matlow seconded the motion. The motion was unanimously passed.

7D. C RTPA Urban Attributable (SU) Funding

A discussion related to the design funding currently placed on the Monticello Trail Extension project will be provided.

Mr. Slay stated the Board approved the design funding on the Monticello Trail Extension project. The project recently entered the PD&E phase and, because the the project is eligible for SUNTrails funding, staff was suggesting moving the funds for the design phase to a PD&E to US 90 Trail. He stated this would allow for the FDOT to allocate the \$750,000 in funding to the US 90 Trail project. Mr. Slay noted that was with the anticipation of the US 90 Feasibility Study being approved by the Board in March.

Board Action: Commissioner Maddox made a motion to accept staff recommendation moving \$750,000 in Urban Attributable (SU) funds, currently programmed on the design phase of the Monticello Trail Extension, to the next phase of the US 90 Multi-Use Trail Feasibility Study, contingent upon Board approval of the project's feasibility study. Commissioner Dozier seconded the motion. The motion was unanimously passed.

7F. Transportation Alternatives (TA) Program

This item provides a discussion related to capping the amount of TA funding sought by applicants associated with C RTPA TA Program.

Mr. Slay stated currently there was not a cap on the number of projects submitted through the TA program. He noted C RTPA only receive about \$325,000 annually. He stated staff was recommending there be a cap of \$650,000, roughly two years of allocation.

Board Action: Commissioner Minor made a motion to approve the Transportation Alternatives Program. Commissioner Dozier seconded the motion. The motion was unanimously passed.

C. Strategic Intermodal System (SIS) Policy Plan Update

An update to the SIS Policy Plan currently under development will be presented by the Florida Department of Transportation.

Mr. Slay stated the SIS consisted of I-10 and Highway 319.

Mr. Olen Pettis, FDOT, provided information on the SIS Policy Plan Update. Mr. Pettis stated the SIS Policy Plan was a five-year plan and noted the objectives for the SIS Policy Plan were Interregional Connectivity, Intermodal Connectivity and Economic Development. He also noted the focus areas were Safety, Resilience, Technology and Innovation, Urban

Mobility and Connectivity and lastly, Rural Mobility and Connectivity. Mr. Pettis stated this update was in the early phase and currently undergoing public outreach noting how members could provide input. He stated the final of the draft update to the plan should be completed in the early year 2022 and that comments can be provided via email or submitted via the SIS Virtual Room. Commissioner Dozier expressed concerns with congestion and stating usually governments are playing catch up. She expressed the need to strategically and planning for the future. She questioned if additional funds or “our fair share” to come into the Region. Mr. Pettis stated the board can request additional funding through the district, however, it would be evaluated and the decision could go either way.

Board Action: This was an informational item, therefore, no action was taken.

B. US 90 Multi-Use Trail Project Update

A project update will be provided including upcoming public involvement opportunities.

Mr. Burke introduced Kate Widness, KHA and she provided an update to the US 90 Multiuse Trail.

Ms. Widness stated the purpose of the study was to connect the City of Tallahassee to the City of Monticello via 10-12 ft. paved shared-use path. The project limits were from Pedrick Road (western limit) to the existing Monticello Bike Trail (eastern limit).

Phase I

Ms. Widness stated the project goals were to provide a safe, continuous multimodal facility between Tallahassee and Monticello. This would expand on the growing SUNTrails Regional Trail Network and provide a new alternative transportation opportunity for residents, businesses and visitors along the US 90 Corridor and spur economic development and activity along the corridor. Ms. Widness outlined the existing conditions on US 90. She stated the roadway was 4-lane bidirectional with median from Pedrick Road to East of Summit Lake Drive, 2-lane bidirectional with paved shoulder from Summit Lake Drive to Monticello Courthouse with on street parking east of entering the Monticello City limit and speed limits varied from 25-55 mph. Ms. Widness stated existing bicycle and pedestrian facilities included sidewalks from Pedrick Road to 1-10 Interchange, sidewalks begin again at Crooked Creek Lane in Monticello and noted a designated on-street bicycle lane from Pedrick Road to east of Summit Lake Drive. Ms. Widness noted there were several field visits to the corridor to evaluate the existing conditions to determine how to accommodate a trail within the area.

Phase II

In 2020, Phase II, Public Engagement, began on the project. Ms. Widness stated there were meetings with businesses and neighborhood associations (Lafayette Oaks and The Vineyards); a Virtual Meeting Room (open from April 6-May 7, 2021); Live Questions and

Answer Sessions (April 8 and April 12, 2021) and a Pop-Up Meeting (March 6, 2021). Ms. Widness outlined the options for the trail alignments.

Next Steps

Upcoming Public Engagement Meetings

Leon County-January 20, 2022 (Leon County Public Library-Eastside Branch) and Jefferson County-January 27, 2022 (Jefferson County Commission Annex) with both meetings from 5pm-7:30 pm.

Live Question and Answer Sessions are scheduled on January 13, 2022 (6:00 PM) and February 1, 2022 (6:00 PM). Subsequently, the Feasibility Report will be finalized.

Commissioner Richardson asked would the proposed alignment accommodate the crepe myrtles. Ms. Widness noted that coordination has occurred with the different counties and guidance sought for the crepe myrtles. She stated that although they're not registered as historic, they are a significant part of the community. She stated in the areas, near downtown Monticello, the path would likely be 8 foot to minimize the impact to the crepe myrtle trees, because of their importance. Commissioner Dozier discussed the impacts of the new Amazon Fulfillment Center on Mahan Drive and that it could affect traffic in that area. She suggested this project should be reviewed when those considerations were made, as the traffic in the area could affect the trail's route. Ms. Widness stated the interchange causes many unique issues and was very complex. Mr. Slay noted this project would not have a recommended alternative as a part of this project. Due to the length of the corridor and the environmental impacts along the corridor, this project would have to have a Project Development and Environment (PD&E) Study. When conducting a PD&E, there cannot have a predetermined outcome. This information will be considered as a part of the PD&E Study.

Board Action: This was an informational item, therefore, no action was taken.

8. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

9. EXECUTIVE DIRECTOR'S REPORT

A status report on CRTPA activities will be provided including a discussion on CRTPA Executive Committee appointments.

Mr. Slay provided an update on CRTPA activities. He stated the Thomasville Multiuse Path presentation was scheduled for the January meeting. Due to Legislative Session, staff was looking for an alternative date and location. He noted a key component was the location must have the capability to provide the citizens a virtual option to attend the meeting. Mr. Slay stated the recommendations for the Thomasville Multiuse Path was scheduled were scheduled to be released on December 1, 2020, allowing about a month for review and comments before

the Committee and Board meetings in January. Mr. Kostrzewa quickly provided information on the recommendations. He provided the recommendations in segments Betton to Armistead-path on east side of the road from Betton to Armistead. The Post Road option relies on the covered ditch which would be under construction in beginning of the year. That option could be incorporated later.

Armistead to Woodgate Way-path would continue on the east side of the road. Many citizens discussed having a sidewalk on the west side of the road to connect Wavery Road to Woodgate Way with the opportunity to connect to the path.

The path would cross Thomasville Road at Woodgate Way to the west side of the project. The path would be on the west side from Woodgate Way to Metropolitan Boulevard. Mr. Kostrzewa stated there was a signal at Metropolitan Boulevard. He stated this would be safer for crossing back to the east side of the project to continue north on the sidewalk or on the bike path under I-10 to get north of the interchange.

Market District Connector-This area serves as a tie-in to the Blueprint park (north side of McClay Commerce Drive). The corridor would be on the south side of Live Oak Plantation Road to Timberlane School Road then on the east side to the utility easement, to the west side Gilchrest Elementary School to Timberlane Road then to south side to Martin Hurst ties into the Timberlane Road. There are areas in this area that are yet to be determined due to current and planned development on the west side. Another option was to use the FDOT right-of-way for the interstate. Going around to the southwest side then tie into Timberlane School Road, as a secondary alternative. Commissioner Dozier discussed the option to have a traffic light at the Tallahassee Nurseries and if a traffic light would help and stated we should explore the option. Mr. Slay discussed the evaluation process for traffic lights and noted that would be a 60-day process and who (City/County/State) pays for the traffic light will be an issue.

Board Action: Commissioner Dozier made a motion to recommend staff explore options and feasibility of a traffic light at the Tallahassee Nurseries location. Commissioner Minor seconded the motion. The motion was unanimously passed.

Commissioner Richardson requested an update on the Orange Avenue Crosswalk. Mr. Burke stated CRTPA/FDOT staff had met with the Nims Middle School Principal and Mr. Lewis, FDOT, proposed options for a cross walk at the school. He stated staff was currently waiting for input back to CRTPA/DOT staff from the Principal at Nims Middle School.

10. CRTPA INFORMATION

- A. Future Meeting Dates**
- B. Committee Actions (Citizen's Multimodal Advisory Committee & Technical Advisory Committee)**
- C. CRTPA Budget Utilization**

11. ITEMS FROM CRTPA BOARD MEMBERS

12. ADJOURNMENT

The meeting was adjourned at 3:52pm.

.



January 31, 2022

AGENDA ITEM 4 B

CITIZENS MULTIMODAL ADVISORY COMMITTEE APPOINTMENT

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

This item seeks board approval of the appointment of Amie Longstreet to serve on the CRTPA's Citizens Multimodal Advisory Committee (CMAC). The application of Ms. Longstreet is provided as ***Attachment 1***.

RECOMMENDED ACTION

Option 1: Approve the appointment of Ms. Amie Longstreet to the CRTPA's Citizens Multimodal Advisory Committee


BACKGROUND

The CMAC is an advisory committee to the CRTPA composed of volunteers who dedicate their time and advice to the CRTPA on issues pertaining to transportation planning within the region. Pursuant to Article III, Section 2 of the CMAC Bylaws, the CMAC may consist of a maximum of fifteen (15) voting representatives from the four (4) county region. Currently, the CMAC is comprised of ten (10) members. In addition to the CMAC, the CRTPA is advised by the Technical Advisory Committee (TAC), which is composed of local and state planners and engineers with expertise in the area of transportation.

ATTACHMENT

Attachment 1: Application of Ms. Amie Longstreet

Capital Region Transportation Planning Agency (CRTPA) CITIZEN'S MULTIMODAL ADVISORY COMMITTEE (CMAC) APPLICATION

Please return in person to: Capital Region Transportation Planning Agency 300 S. Adams St., 3rd Floor Tallahassee, Florida 32301 Or mail to: CRTPA 300 S. Adams St, Box A-19 Tallahassee, FL 32301		This application will remain in active files for two years. Please contact the CRTPA to advise of any changes regarding the information on this application. Email: yulonda.mitchell@crtpa.com PHONE: 850-891-8628
Name: Ann Marie (Amie) Longstreet		Date: 5-20-21
Work Phone: 863-944-7162	Home Phone: 863-944-7162	Email: longstreet35@hotmail.com
Please list your specific employer/occupation if employed by a State, Federal, or local government:		
Employer: Longstreet and Leonard - Principal Transportation Planner		
Please provide your home and work address (if applicable). Please check that box of your preferred mailing address.		
<input checked="" type="checkbox"/> Home Address: 324 Gathering Oaks Dr. Tallahassee, FL 32308 City/State/Zip:		
<input type="checkbox"/> Work Address: 324 Gathering Oaks Dr. Tallahassee, FL 32308 City/State/Zip:		
The Capital Region Transportation Planning Agency strives to ensure that its citizens multimodal advisory committee is representative of the community's demographic makeup. To assist in this endeavor, please provide the following information (voluntary). Please also note if you are physically challenged. <input type="checkbox"/> Yes <input type="checkbox"/> No Race: <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Black <input type="checkbox"/> Other <input type="checkbox"/> Asian or Pacific Islander <input type="checkbox"/> Hispanic <input type="checkbox"/> White Gender: <input checked="" type="checkbox"/> Female <input type="checkbox"/> Male		
Identify any potential conflicts of interest that might occur were you to be appointed: Although I am a transportation planner, it is unlikely the type of projects I would be involved in would originate from or involve this committee.		
Do you ride the bus? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Do you drive a car? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please circle your age bracket 18 - 25 / 26 - 35 / 36 - 49 / <u>50 and over</u>		Do you bicycle to work/shopping? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Do you bicycle for recreation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Do you walk to work/shopping? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Do you walk for recreation? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Can you serve a multi-year term? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Can you regularly attend meetings? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Conflicts:
Please circle any special population interests you may represent:		
Minorities, Road Cyclists, Off-Road Cyclists,	Transit Riders	Transportation Disadvantaged
Child, Youth, or Senior Pedestrian Advocates	Students	Persons with Disabilities, Seniors

CITIZEN'S MULTIMODAL ADVISORY COMMITTEE APPLICATION

Please tell us something about yourself! This information will help us create an advisory board that is reflective of a broad spectrum of the community. If you have any interests, hobbies, community activities, previous experience on committees, or anything else you would like us to know in consideration of your application please write it here. You may also attach this information.

What brings me to volunteer for the CRTPA Citizen Multimodal Advisory Committee is my background as a Transportation Project Manager and Transportation Planner. I've worked on access management for Complete Streets projects, as well as working as a Public Involvement Coordinator and Transit Planner. Additionally, I have a strong interest in policy and sociocultural issues-both of which intersect multimodal issues.

In my free time, I enjoy painting, DIY projects, hiking and cooking. Community activities I've been involved in include Adopt-a-highway with multiple employers. Additionally, my previous committee experience includes being on the scholarship committee for the local chapter of the Women's Transportation Seminar and being the Sargent-at-Arms for the Tallahassee Toastmasters Executive Committee.

How did you hear about us?

I was reviewing the CRTPA website and saw a great opportunity to give back to the local community and region in a meaningful way.

All statements and information provided in this application are true to the best of my knowledge.

Signature: Ann Marie Longstreet

If you have a disability requiring accommodations, or need assistance filling out this application, please contact the Capital Region Transportation Planning Agency at 850-891-8630.

The telephone number for the Florida Relay TDD Service is 711 or 1-800-955-8771.

January 31, 2022



AGENDA ITEM 4C

GENERAL PLANNING CONSULTANT (GPC) CONTRACTS

TYPE OF ITEM: CONSENT

STATEMENT OF ISSUE

At the December 16, 2021 Executive Committee meeting the members authorized the Executive Director to begin contract negotiations with the three top-ranking GPC firms, Kimley-Horn & Associates, Inc. (KHA), Reynolds, Smith and Hill (RS&H) and Halff Associates. The CRTPA staff is requesting that the Board approve the GPC contracts.

RECOMMENDED ACTION

Option 1: Authorize the CRTPA Chairman to execute and the Executive Director to administer the contracts with the KHA, RS&H and Halff for the CRTPA General Planning Consulting activities based on the scope-of-services and budget limitations.
(RECOMMENDED)

HISTORY AND ANALYSIS

In October 2021 the CRTPA solicited Requests for Qualifications (RFQ) for GPC services. Seven firms responded to the RFQ. The Selection Committee scored and ranked the consultants' proposals and requested the top three firms participate in oral presentations/interviews. After scoring the consultant presentations, the Selection Committee unanimously recommended all three firms be awarded consultant services contracts.

The Executive Committee, at the December 2021 meeting, authorized the Executive Director to begin contract negotiations. With negotiations concluded, the CRTPA staff is seeking approval for the CRTPA Chairman to execute the contracts with the three firms. The contract term is three years with the option for two one-year renewals. All work will be completed through a Task Work Order detailing the scope of services and cost. Task Work Orders will be presented to the Board for approval.

RECOMMENDED OPTIONS

Option 1: Authorize the CRTPA Chairman to execute and the Executive Director to administer the contracts with the KHA, RS&H and Halff for the CRTPA General Planning Consulting activities based on the scope-of-services and budget limitations.
(RECOMMENDED)

Option 2: Provide other direction.

ATTACHMENTS

Attachment 1: CRTPA - GPC Contract

GPC Agreement #: XXX

**GENERAL PLANNING CONSULTANT AGREEMENT
BETWEEN
THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY
AND (Name of the selected Firm).**

This Agreement entered into this ____ day of _____, 2022, by and between the Capital Region Transportation Planning Agency, (“CRTPA”) and the General Planning Consultant firm of (Name of the selected Firm) (“GPC”), collectively referred to as the “parties”.

WITNESSETH

WHEREAS, the CRTPA is the designated metropolitan planning organization for Florida’s capital region, and in support of its mission, the CRTPA desires to contract with the GPC on tasks in support of the Adopted Unified Planning Work Program (UPWP). The work involves, among other things, performing a variety of technical, graphical, public involvement, and product review activities on a Task Work Order basis, to be assigned as needed; and

WHEREAS, the CRTPA will provide payment to the GPC in the form of a lump sum fee based on the specific Task Work Order. Compensation, payments and task scopes will be incorporated into each Task Order assignment; and

WHEREAS, The Executive Committee is authorized to approve time-sensitive documents pursuant to Section IV. CRTPA Bylaws, Subsection D.4.c., Duties of the Executive Committee; and

WHEREAS, CRTPA Executive Committee on December 16, 2021, authorized the Executive Director to proceed with contract negotiations; and

WHEREAS, by a vote of the CRTPA Board on January 31, 2022 the board has authorized its Chairman to enter into this agreement; and

WHEREAS, the GPC desires to perform the services outlined in this agreement;

NOW THEREFORE, in consideration of the mutual benefits to be derived by the terms of this Agreement, the parties agree as follows:

1. INCORPORATION OF RECITALS.

The parties agree that the above recitals are a material part of this agreement, are true and correct and are incorporated herein by reference.

2. SERVICES AND PERFORMANCE.

- A. The CRTPA does hereby retain the GPC to furnish certain services as described in Attachment A. The GPC will be required to perform policy, planning and engineering analyses and to develop specific recommendations and products and provide assistance to the CRTPA staff in completion of some or all of the Task Work Orders identified by the CRTPA. The GPC shall also assist the CRTPA by providing additional resources to accomplish the

assigned task as authorized by the CRTPA Board and directed by the Executive Director or his staff.

- B.** The GPC shall provide all facets of contract administration necessary to complete the project.
- C.** The GPC agrees to undertake the Project in accordance with all applicable federal, state and local statutes, rules and regulations, and standards.
- D.** The services outlined by the CRTPA will be accomplished using separate Task Work Orders as approved by the CRTPA Board. A separate, detailed scope of services (SOS) will be developed by the GPC for each Task Work Order in coordination with and approval of the CRTPA's Executive Director.
- E.** Details of the GPC's specific responsibilities, the work to be done, and the products to be delivered will be defined in the Task Work Order SOS along with the approved negotiated fee. Should there be a dispute between the parties regarding the meaning or interpretation of the Task Work Order SOS, the meaning or interpretation of the CRTPA shall be controlling. No work will begin until the GPC receives a written "*Notice to Proceed*" (NTP) letter signed by the CRTPA's Executive Director. The CRTPA will have the sole discretion for assigning any specific service(s) to any of the GPC.
- F.** The CRTPA will be entitled at all times to be advised, at its request, as to the status of work being done by the GPC and of the details thereof. Coordination shall be maintained by GPC with the CRTPA, and the GPC shall provide the CRTPA with progress/status reports. The CRTPA will have the right to review all work of the GPC at any time, in its sole discretion.
- G.** The GPC shall not sublet, assign, or transfer any work under this Agreement without prior written consent and approval of the CRTPA.
- H.** All tracings, plans, specifications, maps and/or reports prepared or obtained under this Agreement shall be considered works made for hire and shall become the property of the CRTPA without restriction or limitation on the CRTPA's use. Any reuse of the documents by the CRTPA without the prior written approval of the GPC shall be at the CRTPA's sole risk and liability.
- I.** All notices require by this Agreement shall be directed, in writing, to the following parties:

For the CRTPA:
Executive Director
Capital Region Transportation Planning Agency
300 South Adams Street
Box A-19
Tallahassee, FL 32301

For the GPC:

Firm Name:

Name Representative:

Title Representative:

Address:

Tallahassee, FL

3. TERM AND EXTENSION OF AGREEMENT.

- A. All services performed under this Agreement will be specified through Task Work Orders as provided by the CRTPA's Executive Director. The project services to be rendered by the GPC for each Task Work Order will commence, upon a written NTP from the CRTPA's Executive Director, and will be completed within the time period specified in each Task Work Order.
- B. This Agreement shall remain in effect for three years from the date of execution with a possible extension for an additional two years; in one-year increments, or a two-year increment, as agreed to by the parties herein. Any extensions shall be in writing and executed by both parties and shall be subject to the same terms and conditions set forth in this Agreement.
- C. In the event it becomes impracticable or impossible for the GPC to complete the expected services within the term of this Agreement due to delays on the part of the CRTPA or circumstances beyond the control of the GPC, the Agreement may be extended, in the sole discretion of the CRTPA. Any extension of the Agreement must be in writing. Should the CRTPA decide not to extend this agreement pursuant to this section, the parties agree that the decision by the CRTPA pursuant to this paragraph does not create a cause of action for the GPC.

4. COMPENSATION AND PAYMENT.

- A. The CRTPA will provide payment to the GPC in the form of a lump sum fee based on the specific Task Work Order assigned by the CRTPA. Compensation, payments, and task scopes will be incorporated into each Task Work Order.
- B. Invoices shall be submitted by the GPC on a monthly basis, in detail sufficient for a proper pre-audit and post audit thereof, based on the quantifiable, measurable, and verifiable deliverables or as a percent complete for specific tasks depending on the type of work as established in the Task Work Order.
- C. Supporting documentation for final payment must establish that all deliverables were received and accepted in writing by the CRTPA and must also establish that the required minimum level of service to be performed was met, and that the criteria for evaluating successful completion was met.
- D. Payment shall be made by the CRTPA within 30-days of receipt of the GPC's monthly invoice, if there are no discrepancies determined by the CRTPA upon review of the invoice.

If the CRTPA determines that the invoice has discrepancies, or is incomplete, whether in form or substance, the CRTPA shall not process the invoice but inform the GPC of the deficiency. Upon the GPC resolving the deficiency, the CRTPA shall make payment as outline in this paragraph.

- E. The CRTPA's obligation to pay under this Agreement is contingent upon the CRTPA's annual appropriation and fiscal year budget. The CRTPA, during any fiscal year, will not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditures of money in excess of the amounts budgeted as available for expenditure during such fiscal year. If, during the performance of one or more Task Work Orders, the CRTPA notifies the GPC that the funding for said Task Work Orders has been canceled or exceeded, this notice shall serve as a termination of the Task Work Order and the GPC shall be paid for only those services completed up to the date of the notification. The GPC shall not be entitled to any future monies under the terminated Task Work Orders. The parties agree that any actions by the CRTPA pursuant to this paragraph does not create a cause of action for the GPC.

5. INSURANCE AND INDEMNITY.

- A. **INDEMNIFICATION BY THE GPC.** The GPC will indemnify and hold harmless the City of Tallahassee ("City") and the CRTPA, its board, officers and employees and independent contractors from all losses, damages, costs, expenses, liability, claims, actions, and judgments of any kind whatsoever brought or assessed against, or incurred by, the City and the CRTPA, including without limitation attorney's fees and costs of litigation, to the extent that the same arise out of or are caused by any negligence, recklessness, or intentionally wrongful conduct; or negligent act or omission of the GPC, its sub-consultants or subcontractors, or by the employees, officers, directors, or agents of the consultant, or its subcontractors in the performance of the contract.
- B. **LIABILITY OF THE GPC.** Neither the GPC nor any of its officers, agents, or employees will be liable under this section for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of the City or the CRTPA or any of its officers, agents, or employees.
- C. **LIABILITY INSURANCE.** Prior to commencing work, the GPC shall procure and maintain at the GPC's own cost and expense for the duration of the agreement liability insurance as specifically outlined in the RFQual, which includes a professional liability policy or policies with a company or companies authorized to do business in Florida, affording professional liability insurance coverage for the professional services to be rendered in accordance with this Agreement. The liability insurance procured must also cover against claims for injuries to person or damages to property which may arise from or in connection with the performance of the work or services hereunder by the GPC, its agents, representatives, employees, or subcontractors. The GPC shall maintain limits no less than *Commercial General/Umbrella Liability Insurance*-\$500,000 limit per occurrence for property damage and bodily injury; *Business Automobile/Umbrella Liability Insurance*- \$500,000 limit per accident for property damage and personal injury; *Professional Liability Insurance*-\$1,000,000 or as per project (ultimate loss value per occurrence).

D. WORKERS' COMPENSATION. The GPC shall also carry and keep in force *Workers' Compensation and Employers' Umbrella Liability Insurance* for \$1,000,000 per accident. Worker's Compensation coverage is required as a condition of performing work or services for the City whether or not the Contractor or Vendor is otherwise required by law to provide such coverage. The insurer shall agree to waive all rights of subrogation against the CRTPA, members of its Board, committees, officers, agents, employees and volunteers for losses arising from activities and operations of the GPC in performance of services under this Agreement.

E. As outlined specifically in the RFQual, the CRTPA, members of its Board, committees, officers, agents, employees, independent contractors, and volunteers are to be covered as additional insured as respects to: liability arising out of activities performed by or on behalf of the GPC; products and completed operations of the GPC; premises owned, leased or used by the GPC or premises on which the GPC is performing services on behalf of the CRTPA. The coverage shall contain no special limitations on the scope of protection afforded to the outlined representatives of the CRTPA Board and committees, officers, agents, employees, independent contractors and volunteers.

6. COMPLIANCE WITH LAWS.

A. The GPC shall comply with all federal, state, and local laws and ordinances applicable to the work or payment for work thereof, and shall not discriminate on the grounds of race, color, religion, sex, or national origin in the performance of work under this Agreement.

B. The CRTPA and the GPC agree that the GPC, its employees and subcontractors are not agents of the CRTPA as a result of this Agreement.

C. Upon approval by the CRTPA, the GPC shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the GPC in conjunction with this Agreement. Failure by the GPC to grant such public access, after the CRTPA's approval, shall be grounds for immediate unilateral cancellation of this Agreement by the CRTPA, in the CRTPA's sole discretion.

D. The GPC agrees that it will make no statements, press releases or publicity releases concerning this Agreement or its subject matter or otherwise disclose or permit to be disclosed any of the data or other information obtained or furnished in compliance with this Agreement, or any particulars thereof, during the period of the Agreement, without first notifying the CRTPA and securing its consent in writing. The GPC also agrees that it will not publish, copyright or patent any of the data developed under this Agreement, it being understood that such data or information is the property of the CRTPA.

E. The GPC covenants and agrees that it and its employees will be bound by the standards of conduct provided in applicable Florida Statutes and applicable rules of the Department of Business and Professional Regulation as they relate to work performed under this Agreement.

F. The GPC shall utilize the U.S. department of Homeland Security's E-Verify system, in

accordance with the terms governing the use of the system, to confirm the employment eligibility of:

- (1) All persons employed by the GPC during the term of the Agreement to perform employment duties within Florida; and
- (2) All persons, including subcontractors, assigned by the GPC to perform work pursuant to the Agreement with the CRTPA.

7. TERMINATION AND DEFAULT.

A. The CRTPA may terminate this Agreement in whole or in part at any time the interest of the CRTPA requires such termination, as follows:

- (1) If the CRTPA determines that the performance of the GPC is not satisfactory, the CRTPA will notify the GPC in writing of the deficiency with the requirement that the deficiency be corrected within a specified time. If the GPC has not addressed the concerns of the CRTPA within the specified time, the CRTPA shall terminate the Agreement at the end of such time, in its sole discretion. The parties agree that any actions by the CRTPA pursuant to this paragraph does not create a cause of action for the GPC.
- (2) If the CRTPA requires termination of the Agreement for reasons other than unsatisfactory performance of the GPC, the CRTPA will notify the GPC of such termination, with instructions as to the effective date of work stoppage or specify the stage of work at which the Agreement is to be terminated. The parties agree that any actions by the CRTPA pursuant to this paragraph does not create a cause of action for the GPC.
- (3) If the Agreement is terminated before performance is completed, the GPC will be paid for the work satisfactorily performed. Payment is to be on the basis of substantiated costs, not to exceed an amount which is the same percentage of the contract price as the amount of work satisfactorily completed is a percentage of the total work called for by the Agreement. The parties agree that any actions by the CRTPA pursuant to this paragraph does not create a cause of action for the GPC.

B. The CRTPA reserves the right to cancel and terminate this Agreement in the event the GPC or any employee or agent of the GPC is convicted for any crime arising out of or in conjunction with any Work Order being performed by the consultant for or on behalf of the Department, without penalty. It is understood and agreed that in the event of such termination, all tracings, plans specifications, computer files, maps, and data prepared or obtained under this Agreement will immediately be turned over to the CRTPA. The parties agree that any actions by the CRTPA pursuant to this paragraph does not create a cause of action for the GPC.

8. ASSIGNMENT AND SUBCONTRACTORS.

The GPC will maintain an adequate and competent professional staff so as to enable the GPC to timely perform under this Agreement and must be authorized to do business within the State of

Florida and may associate with it such sub-consultants, for the purpose of its services hereunder, without additional cost to the CRTPA, other than those costs negotiated within the limits and terms of this Agreement. The GPC is fully responsible for satisfactory completion of all subcontracted work. The GPC, however, will not sublet, assign or transfer any work under this Agreement to other than sub-consultants specified in the Agreement without the prior written consent of the CRTPA.

9. ADDITIONAL COMPLIANCE REQUIREMENTS (FEDERAL).

- A. The GPC agrees that the GPC shall not discriminate on the basis of race, color, religion, national origin, age or sex in the performance of this contract. The GPC shall carry out applicable requirements of 49 CFR part 26 in the award and administration of United States Department of Transportation (USDOT) – assisted contracts. Failure by the GPC to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate which may include, but is not limited to:
- (1) Withholding monthly progress payments;
 - (2) Assessing sanctions;
 - (3) Liquidated damages; and/or
 - (4) Disqualifying the contractor from future bidding as non-responsible.

The GPC shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of this Agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this contract. Upon notification to the recipient of the failure to carry out its approved program, the FDOT may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C.3801 et seq.).

- B. Under 49CFR 26.21, the MPO is required to follow the statewide triennial DBE goal. Currently this goal is 10.65% and is entirely race neutral. Race neutral means that the MPO can likely achieve it the overall DBE % through ordinary procurement methods. Therefore, no specific no specific contract goal is applied to this project. The CRTPA is committed to supporting the identification and use of DBEs and other small businesses and encourages the GPC to make all reasonable efforts to do so. Assistance with locating DBEs and other special services is available at no cost through FDOT's Equal Opportunity Office DBE Supportive Services suppliers. More information is available by contacting the FDOT Equal Opportunity Office at 850-414-4750 or by visiting the supportive service website at <https://www.fdot.gov/equalopportunity/serviceproviders.shtm>.
- C. Compliance with Regulations: The GPC shall comply with the Regulations relative to nondiscrimination in Federally assisted programs of the U.S. Department of Transportation Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.

- D. Nondiscrimination: The GPC, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The GPC shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- E. Solicitations for Subcontractors, including Procurements of Materials and Equipment: In all solicitations made by the GPC, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the GPC of the GPC's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- F. Information and Reports: The GPC shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *CRTPA, Florida Department of Transportation, Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of the GPC is in the exclusive possession of another who fails or refuses to furnish this information, the GPC shall so certify to the *CRTPA, Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration*, as appropriate and shall set forth what efforts it has made to obtain the information.
- G. Sanctions for Noncompliance: In the event of the GPC's noncompliance with the nondiscrimination provisions of this contract, the CRTPA shall impose such contract sanctions as it or the *Florida Department of Transportation, Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
- Withholding of payments to the GPC under the contract until the GPC complies, and/or
 - Cancellation, termination or suspension of the contract, in whole or in part.
- H. Incorporation of Provisions: The GPC shall include the provisions of paragraphs (C) through (I), above, in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The GPC shall take such action with respect to any subcontract or procurement as the *CRTPA, Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event the GPC becomes involved in, or is threatened

with, litigation with a sub-contractor or supplier as a result of such direction, the GPC may request the CRTPA to enter into such litigation to protect the interests of the CRTPA and the *Florida Department of Transportation* to protect the interest of the *Florida Department of Transportation*, and, in addition, the GPC may request the United States to enter into such litigation to protect the interests of the United States.

- I. Compliance with Nondiscrimination Statutes and Authorities: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

10. MISCELLANEOUS PROVISIONS.

- A. All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.

- B.** The GPC shall not be obligated or liable hereunder to any party other than the CRTPA. This agreement is solely for the benefit of the formal parties hereto and no right or cause of action shall accrue by reason hereof to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement, expressed or implied, is intended or shall be construed to confer upon or give any person or entity any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof, other than the parties hereto.
- C.** In no event shall the making by the CRTPA of any payment to the GPC constitute or be construed as a waiver by the CRTPA of any breach of covenant or any default which may then exist, on the part of the GPC, and the making of such payment by the CRTPA while any such breach or default exists shall in no way impair or prejudice any right or remedy available to the CRTPA with respect to such breach or default. Additionally, the failure of either party to insist on one or more occasions on the strict performance or compliance with any term or provision of this Agreement shall not be deemed as a waiver or relinquishment in the future of the enforcement thereof, and such term or provision shall continue in full force and effect unless waived or relinquished in writing by the party seeking to enforce the same.
- D.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained herein, and the parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representation or agreements whether oral or written. It is further agreed that no modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.
- E.** If any part of this Agreement shall be determined to be invalid or unenforceable by a court of competent jurisdiction or by any other legally constituted body having the jurisdiction to make such determination, the remainder of this Agreement shall remain in full force and effect provided that the part of this Agreement thus invalidated or declared unenforceable is not material to the intended operation of this Agreement.
- F.** This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue of any judicial proceedings arising out of this Agreement shall be in Leon County, Florida.
- G.** This Agreement shall be effective upon the signing by both parties (execution) and shall continue in effect and be binding on the parties until all Work Orders are completed and accepted and payment made by the CRTPA or terminated as provided in this Agreement.
- H.** An entity or affiliate which has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity. By signing this agreement,

the GPC affirms that the GPC is not in violation of this section.

- I. Each party represents to the other that the individual signing below on its behalf is fully authorized to execute this Agreement, and no further action by any board, council, employee or officer is required for the due execution and effectiveness of this Agreement.
- J. No term or provision of this Agreement shall be interpreted for or against any party because that party or that party's legal representative drafted the provision.
- K. The parties hereto shall have all equitable and legal remedies available under Florida law to enforce the terms and conditions of this Agreement, subject to the modifications herein, and the terms of this Agreement shall be specifically enforceable in Circuit Court.
- L. In the event of any dispute hereunder or any action to interpret or enforce this Agreement, any provision hereof, or any matter arising here from, the prevailing party shall be paid by the non-prevailing party the reasonable attorneys' fees and costs incurred in enforcing its rights and remedies, whether incurred at the pretrial, trial, or appellate levels.

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the CRTPA has caused this General Planning Consultant Agreement to be executed in its behalf this _____ day of _____, 2022, by its Chairman authorized to enter into and execute same by a vote of the CRTPA Board on the _____ day of January, 2022 and the GPC has caused this Agreement to be executed in its behalf through its Representative, on the date set forth below.

CRTPA

FIRM Name

Kristin Dozier
CRTPA Chair

(print name)
Title

Date: _____

Date: _____

APPROVED AS TO FORM:

LEGAL REVIEW:

Thornton Williams
CRTPA GENERAL COUNSEL

(print name)
GENERAL COUNSEL

January 31, 2022



AGENDA ITEM 4 D

EXECUTIVE DIRECTOR'S QUARTERLY TIMESHEETS APPROVAL

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

This item seeks Board approval of the Executive Director's timesheets for the most recent fiscal quarter (October 1, 2021 to December 31, 2021).

RECOMMENDED ACTION

Option 1: Approve Executive Director's timesheets for the period of October 1, 2021 to December 31, 2021.

BACKGROUND

The Florida Department of Transportation (FDOT) annually evaluates and certifies the CRTPA program activities. A component of the certification review is monitoring fiscal records and procedures. One monitoring item requested is documentation that the Board or the Executive Committee has approved the Executive Director's timesheets.

As a result, staff is seeking Board approval of Greg Slay's timesheets for the most recent fiscal quarter (October 1, 2021 to December 31, 2021).


OPTIONS

Option 1: Approve Executive Director's timesheets for the period of October 1, 2021 to December 31, 2021.
(Recommended)

Option 2: CRTPA Board Discretion.

ATTACHMENTS

Attachment 1: Greg Slay Timesheets for 10/1/21 – 12/31/21 (Pay period dates 10/11/21 – 12/31/21)

EMP NAME: Greg Slay		PAYROLL DATE: 10/29/21		
EMP #	DATE RANGE: 10/11/21		10/22/21	
DEPT: 460101				
CRTPA EMPLOYEE TIME SHEET				
DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	10/11/21	8		
Tues	10/12/21	8		
Wed	10/13/21			
Thurs	10/14/21			
Fri	10/15/21			
Mon	10/18/21			
Tues	10/19/21			
Wed	10/20/21			
Thurs	10/21/21			
Fri	10/22/21			
Comments:				
<p>By signing below the employee indicates that the foregoing are the hours of leave taken during the payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;">  <div style="text-align: right;"> <p>October 22, 2021</p> </div> </div>				
EMPLOYEE SIGNATURE		DATE		
APPROVED BY		DATE		
PAYROLL CLERKS SIGNATURE		DATE		
<p>For Payroll Clerks Use Only:</p> <p>Paid Holiday _____</p> <p>Personal Leave _____</p> <p>Sick Leave _____</p> <p>Administrative Leave _____</p> <p>Catastrophic Leave _____</p> <p>Wellness Leave _____</p> <p>Floating Holiday _____</p> <p>Personal Day _____</p> <p>TOTAL _____</p> <p>This record is maintained for administrative purposes only and does not in any way impact the employees wages or exempt status.</p>				

CRTPA TASK SHEET FY 2017/18


Employee Name *Greg Slay*
Employee Number *14156*
Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
Payroll Date *10/29/21*
Payroll Range *10/11/21* *thru* *10/22/21*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	10/11/21	8						
Tues	10/12/21	8						
Wed	10/13/21	3		1	1	2		1
Thurs	10/14/21	2	1			3		2
Fri	10/15/21	3			1	1	1	2
Mon	10/18/21	3		1		2		2
Tues	10/19/21	6				2		
Wed	10/20/21	3		1		2	2	
Thurs	10/21/21	2			1	5		
Fri	10/22/21	2	2			2		2

Hours

8 Personal leave
8 Personal leave
8 Admin, RMP, PPLs, Thomasville Rd, US 90
8 Admin, Thomasville Rd, Stadium/LB
8 Staff meeting, ILA, PPLs, Thomasville Rd, US 90

8 Admin, retreat prep, Thomasville Rd, US 90
8 Retreat, Thomasville Rd Path
8 Admin, Thomasville Rd, Democrat interview,
8 Admin, TPM webinar, Thomasville Rd Q&A session
8 Admin, traffic data, Thomasville Rd, US 90

EMP NAME: Greg Slay		PAYROLL DATE: 11/12/21																			
EMP #	DATE RANGE: 10/25/21		11/5/21																		
DEPT: 460101																					
CRTPA EMPLOYEE TIME SHEET																					
DAY	DATE	VACATION HOURS	SICK HOURS																		
Mon	10/25/21																				
Tues	10/26/21																				
Wed	10/27/21																				
Thurs	10/28/21																				
Fri	10/29/21																				
Mon	11/1/21																				
Tues	11/2/21																				
Wed	11/3/21																				
Thurs	11/4/21																				
Fri	11/5/21																				
Comments:																					
<p>By signing below the employee indicates that the foregoing are the hours of leave taken during the payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  </div> <div style="text-align: right;"> November 4, 2021 </div> </div>																					
EMPLOYEE SIGNATURE		DATE																			
APPROVED BY		DATE																			
PAYROLL CLERKS SIGNATURE		DATE																			
<p>For Payroll Clerks Use Only:</p> <table style="width: 100%;"> <tr> <td>Paid Holiday</td> <td>_____</td> </tr> <tr> <td>Personal Leave</td> <td>_____</td> </tr> <tr> <td>Sick Leave</td> <td>_____</td> </tr> <tr> <td>Administrative Leave</td> <td>_____</td> </tr> <tr> <td>Catastrophic Leave</td> <td>_____</td> </tr> <tr> <td>Wellness Leave</td> <td>_____</td> </tr> <tr> <td>Floating Holiday</td> <td>_____</td> </tr> <tr> <td>Personal Day</td> <td>_____</td> </tr> <tr> <td> TOTAL</td> <td>_____</td> </tr> </table> <p>This record is maintained for administrative purposes only and does not in any way impact the employees wages or exempt status.</p>				Paid Holiday	_____	Personal Leave	_____	Sick Leave	_____	Administrative Leave	_____	Catastrophic Leave	_____	Wellness Leave	_____	Floating Holiday	_____	Personal Day	_____	 TOTAL	_____
Paid Holiday	_____																				
Personal Leave	_____																				
Sick Leave	_____																				
Administrative Leave	_____																				
Catastrophic Leave	_____																				
Wellness Leave	_____																				
Floating Holiday	_____																				
Personal Day	_____																				
 TOTAL	_____																				

CRTPA TASK SHEET FY 2017/18


Employee Name *Greg Slay*
 Employee Number *14156*
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
 Payroll Date *11/12/21*
 Payroll Range *10/25/21 thru 11/05/21*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	10/25/21	2		2		3		1
Tues	10/26/21	2				3	1	2
Wed	10/27/21	2		2	2	1		1
Thurs	10/28/21	8						
Fri	10/29/21	8						
Mon	11/01/21	2	1		1	3	1	
Tues	11/02/21	6		1		1		
Wed	11/03/21	1			1	4		2
Thurs	11/04/21		1		2	2		3
Fri	11/05/21	6				2		

Hours

8 Interlocal, RMP, Thomasville Rd Path, US 90
8 Interlocal - Quincy, TPM, Thomasville Rd Path, website, US 90
8 Admin, FDOT, TIP/PPLs, Thomasville Rd Path, US 90
8 MPOAC
8 MPOAC

8 Admin, traffic data, TIP, Thomasville Rd Path, website
8 Admin, committees, legislative issues
8 Admin, TIP, Thomasville Rd Path, ITS, Stadium/LB
8 Safety data, RMP, TIP/PPLs, Stadium/LB, US 90
8 Interlocal agreement, Thomasville Rd Path

EMP NAME: Greg Slay		PAYROLL DATE: 11/26/21																	
EMP #	DATE RANGE: 11/8/21		11/19/21																
DEPT: 460101																			
CRTPA EMPLOYEE TIME SHEET																			
DAY	DATE	VACATION HOURS	SICK HOURS																
			OTHER LEAVE																
Mon	11/8/21																		
Tues	11/9/21																		
Wed	11/10/21																		
Thurs	11/11/21		8 - Holiday																
Fri	11/12/21	4																	
Mon	11/15/21																		
Tues	11/16/21																		
Wed	11/17/21																		
Thurs	11/18/21																		
Fri	11/19/21																		
Comments:																			
<p>By signing below the employee indicates that the foregoing are the hours of leave taken during the payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  </div> <div style="text-align: right;"> November 19, 2021 </div> </div>																			
EMPLOYEE SIGNATURE			DATE																
APPROVED BY			DATE																
PAYROLL CLERKS SIGNATURE			DATE																
<p>For Payroll Clerks Use Only:</p> <table style="width: 100%;"> <tr><td>Paid Holiday</td><td>_____</td></tr> <tr><td>Personal Leave</td><td>_____</td></tr> <tr><td>Sick Leave</td><td>_____</td></tr> <tr><td>Administrative Leave</td><td>_____</td></tr> <tr><td>Catastrophic Leave</td><td>_____</td></tr> <tr><td>Wellness Leave</td><td>_____</td></tr> <tr><td>Floating Holiday</td><td>_____</td></tr> <tr><td>Personal Day</td><td>_____</td></tr> </table> <p>TOTAL _____</p> <p>This record is maintained for administrative purposes only and does not in any way impact the employees wages or exempt status.</p>				Paid Holiday	_____	Personal Leave	_____	Sick Leave	_____	Administrative Leave	_____	Catastrophic Leave	_____	Wellness Leave	_____	Floating Holiday	_____	Personal Day	_____
Paid Holiday	_____																		
Personal Leave	_____																		
Sick Leave	_____																		
Administrative Leave	_____																		
Catastrophic Leave	_____																		
Wellness Leave	_____																		
Floating Holiday	_____																		
Personal Day	_____																		


**CRTPA TASK SHEET
FY 2017/18**

Employee Name *Greg Slay*
Employee Number *14156*
Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
Payroll Date *11/26/21*
Payroll Range *11/08/21 thru 11/19/21*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	11/08/21	3				2	1	2
Tues	11/09/21	4				2		2
Wed	11/10/21	4	2					2
Thurs	11/11/21	8						
Fri	11/12/21	4			2	2		
Mon	11/15/21	8						
Tues	11/16/21	8						
Wed	11/17/21	1		2	1	2		2
Thurs	11/18/21		2			3	2	1
Fri	11/19/21	2				3		3

Hours

8 Admin, interlocal, Thomasville Rd Path, Stadium/LB, US 90 Trail
8 Interlocal, Thomasville Rd Path, Stadium/LB
8 Webinar - Local Preemption, Interlocal, bylaws, crash data, Stadium/LB
8 Veterans Day
8 Admin, Pesonal leave, TRIP/TA, Thomasville Rd
8 Admin, briefings (Williams-Cox, Minor, Dozier) agenda review, interlocal
8 Admin, Board meeting, staff meeting
8 Office design, Revenue Forecast committee, ITS, Stadium/LB
8 Crash data, Thomasville Rd, website, Stadium/LB
8 Bylaws/Interlocal, ITS,Thomasville Rd, US 90, Stadium/LB

EMP NAME: Greg Slay		PAYROLL DATE: 12/10/21		
EMP #		DATE RANGE: 11/22/21 12/3/21		
DEPT: 460101				
CRTPA EMPLOYEE TIME SHEET				
DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	11/22/21	4		
Tues	11/23/21	4		
Wed	11/24/21	4		
Thurs	11/25/21			8-Holiday
Fri	11/26/21			8-Holiday
Mon	11/29/21			
Tues	11/30/21			
Wed	12/1/21			
Thurs	12/2/21			
Fri	12/3/21			
Comments:				
<p>By signing below the employee indicates that the foregoing are the hours of leave taken during the payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  </div> <div style="text-align: right;"> December 3, 2021 </div> </div>				
EMPLOYEE SIGNATURE			DATE	
APPROVED BY			DATE	
PAYROLL CLERKS SIGNATURE			DATE	
<p>For Payroll Clerks Use Only:</p> <p>Paid Holiday _____</p> <p>Personal Leave _____</p> <p>Sick Leave _____</p> <p>Administrative Leave _____</p> <p>Catastrophic Leave _____</p> <p>Wellness Leave _____</p> <p>Floating Holiday _____</p> <p>Personal Day _____</p> <p>TOTAL _____</p> <p>This record is maintained for administrative purposes only and does not in any way impact the employees wages or exempt status.</p>				


**CRTPA TASK SHEET
FY 2017/18**

Employee Name *Greg Slay*
 Employee Number *14156*
 Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
 Payroll Date *12/10/21*
 Payroll Range *11/22/21 thru 12/03/21*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	11/22/21	6			2			
Tues	11/23/21	4				2		2
Wed	11/24/21	4				2		2
Thurs	11/25/21	8						
Fri	11/26/21	8						
Mon	11/29/21	2	1			3	1	1
Tues	11/30/21	2		1	1	3		1
Wed	12/01/21	2		1	1	2	2	
Thurs	12/02/21	4			1	2		1
Fri	12/03/21	4		2				2

Hours

8 Personal leave, admin, TIP/PPLs, Thomasville Rd Path
 8 Personal leave, Thomasville Rd Path, Stadium/LB
 8 Personal leave, Thomasville Rd Path, US 90
 8 Thanksgiving
 8 Thanksgiving
 8 Admin, safety data, Thomasville Rd Path, US 90 Trail
 8 Admin, RFQ, Thomasville Rd Path, ITS, US 90 Trail
 8 Admin, legislative issues, Thomasville Rd Path, website
 8 RFQ, TA, Thomasville Rd Path, US 90 Trail
 8 Staff meeting, RFQ, RMP, Stadium/LB

EMP NAME: Greg Slay		PAYROLL DATE: 12/24/21		
EMP #		DATE RANGE: 12/6/21		12/17/21
DEPT: 460101				
C RTPA EMPLOYEE TIME SHEET				
DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	12/6/21			
Tues	12/7/21		4	
Wed	12/8/21			
Thurs	12/9/21			
Fri	12/10/21			
Mon	12/13/21			
Tues	12/14/21			
Wed	12/15/21			
Thurs	12/16/21			
Fri	12/17/21			
Comments:				
<p>By signing below the employee indicates that the foregoing are the hours of leave taken during the payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  </div> <div style="text-align: right;"> December 15, 2021 </div> </div>				
EMPLOYEE SIGNATURE			DATE	
APPROVED BY			DATE	
PAYROLL CLERKS SIGNATURE			DATE	
<p>For Payroll Clerks Use Only:</p> <div style="display: flex;"> <div style="flex: 1;"> <p>Paid Holiday</p> <p>Personal Leave</p> <p>Sick Leave</p> <p>Administrative Leave</p> <p>Catastrophic Leave</p> <p>Wellness Leave</p> <p>Floating Holiday</p> <p>Personal Day</p> </div> <div style="flex: 2;"> <hr/><hr/><hr/><hr/><hr/><hr/><hr/><hr/> </div> </div> <div style="margin-top: 20px;"> <p>TOTAL</p> <hr/> </div> <p>This record is maintained for administrative purposes only and does not in any way impact the employees wages or exempt status.</p>				


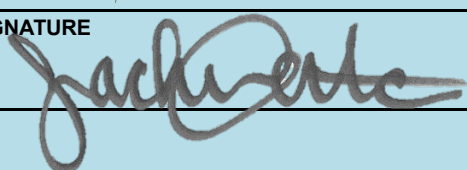
**CRTPA TASK SHEET
FY 2017/18**

Employee Name *Greg Slay*
Employee Number *14156*
Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
Payroll Date *12/24/21*
Payroll Range *12/06/21 thru 12/17/21*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	12/06/21	4		2	2			
Tues	12/07/21	6						2
Wed	12/08/21	2			2	2		2
Thurs	12/09/21	2		2		2		2
Fri	12/10/21	2	2	2			2	
Mon	12/13/21	5		1	1	1		
Tues	12/14/21	2	2			3		1
Wed	12/15/21	2		2		2		2
Thurs	12/16/21	2		2		2		2
Fri	12/17/21	2			2	2	2	

Hours

8 RFQ, RMP,
8 Admin, RFQ, sick leave, US 90
8 Admin, PPLs/TIP, Thomasville Rd Path, US 90
8 Admin, BPIA, Thomasville Rd path, US 90
8 RFQ, staff meeting, RMP, website
8 Admin, RFQ, Legislative review, Thomasville Rd Path
8 Admin, Baum Rd crash review, CMP, Thomasville Rd Path, US 90
8 Briefing - R, Minor, MPO Revenue Group, PM, US 90
8 Exec Committee, MPO Revenue Working Group, CMP, Stadium/LB
8 Admin, TIP, COA, website,

EMP NAME: Greg Slay		PAYROLL DATE: 1/7/22																	
EMP #	DATE RANGE: 12/20/21		12/31/21																
DEPT: 460101																			
CRTPA EMPLOYEE TIME SHEET																			
DAY	DATE	VACATION HOURS	SICK HOURS																
			OTHER LEAVE																
Mon	12/20/21																		
Tues	12/21/21	4																	
Wed	12/22/21	4																	
Thurs	12/23/21	4																	
Fri	12/24/21		8-Holiday																
Mon	12/27/21																		
Tues	12/28/21	4																	
Wed	12/29/21																		
Thurs	12/30/21	4																	
Fri	12/31/21		8 Holiday																
Comments:																			
<p>By signing below the employee indicates that the foregoing are the hours of leave taken during the payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  EMPLOYEE SIGNATURE </div> <div style="text-align: right;"> December 30, 2021 DATE </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="text-align: center;">  APPROVED BY </div> <div style="text-align: right;"> January 3 2022 DATE </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div>PAYROLL CLERKS SIGNATURE</div> <div style="text-align: right;">DATE</div> </div>																			
<p>For Payroll Clerks Use Only:</p> <table style="width: 100%;"> <tr><td>Paid Holiday</td><td>_____</td></tr> <tr><td>Personal Leave</td><td>_____</td></tr> <tr><td>Sick Leave</td><td>_____</td></tr> <tr><td>Administrative Leave</td><td>_____</td></tr> <tr><td>Catastrophic Leave</td><td>_____</td></tr> <tr><td>Wellness Leave</td><td>_____</td></tr> <tr><td>Floating Holiday</td><td>_____</td></tr> <tr><td>Personal Day</td><td>_____</td></tr> </table> <p>TOTAL _____</p> <p>This record is maintained for administrative purposes only and does not in any way impact the employees wages or exempt status.</p>				Paid Holiday	_____	Personal Leave	_____	Sick Leave	_____	Administrative Leave	_____	Catastrophic Leave	_____	Wellness Leave	_____	Floating Holiday	_____	Personal Day	_____
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Wellness Leave	_____																		
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Personal Day	_____																		

**CRTPA TASK SHEET
FY 2017/18**

Employee Name *Greg Slay*
Employee Number *14156*
Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
Payroll Date *01/07/22*
Payroll Range *12/20/21* *thru* *12/31/21*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	12/20/21	2	1	1		2	1	1
Tues	12/21/21	4	1		1			2
Wed	12/22/21	6	1					1
Thurs	12/23/21	6		1		1		
Fri	12/24/21	8						
Mon	12/27/21	2		2	1	2		1
Tues	12/28/21	4		1	1	2		
Wed	12/29/21	2	1	2			1	2
Thurs	12/30/21	6		1	1			
Fri	12/31/21	8						

Hours

8 Admin, safety data - SR 12, Thomasville Rd Path, website, US 90
8 Personal leave, safety data, US 90, Stadium/LB
8 Personal leave, GPC contract, safety data, Stadium/LB
8 Personal leave, admin, RMP, Thomasville Rd Path
8 Christmas
8 Admin, N. Monroe Corridor, CMP, US 90
8 Personal leave, N. Monroe Corridor, COA, Thomasville Rd Path
8 UPWP, Signal4 - Baum Rd, FTP update, website, Stadium/LB, US 90
8 Personal leave, invoices, legislative review
8 New Years Day



January 31, 2021

AGENDA ITEM 5

CONSENT ITEMS PULLED FOR DISCUSSION



January 31, 2022

AGENDA ITEM 6 A

THOMASVILLE ROAD MULTI-USE PATH FEASIBILITY STUDY

TYPE OF ITEM: Action

STATEMENT OF ISSUE

Capital Region Transportation Planning Agency (CRTPA) staff and Kimley-Horn and Associates (the Project Team) will be making a presentation regarding the Thomasville Road Multi-Use Path.

CRTPA COMMITTEE ACTIONS

The CRTPA's two (2) committees, Citizen's Multimodal Advisory Committee (CMAC) and Technical Advisory Committee (TAC), met on January 4, 2022 and recommended approval of the Thomasville Road Multi-Use Path Feasibility Study.

RECOMMENDED ACTION

Option 1: Recommend the CRTPA approve the Thomasville Road Multi-Use Path Feasibility Study.

INTRODUCTION

After the September 13, 2021 CRTPA Board meeting the Project Team began the two different tasks for the multi-use path. The first task was to initiate the second round of Public Engagement and the second task was to begin the development of the "alternatives" for the Feasibility Report. Both of these efforts are detailed below.

OUTREACH AND ENGAGEMENT (ROUND 2)

The second round of Outreach and Engagement continued to provide opportunities to receive feedback from citizens and organizations within Leon County. Below is a summary of the outreach. A description of the Outreach and Engagement can be found in the [Draft Thomasville Road Multi-Use Path Feasibility Study Report](#).

Stakeholders

The following are the Stakeholders that the Project Team met with to discuss project opportunities and receive input:

City of Tallahassee Parks and Recreation
City of Tallahassee Underground Utilities
Leon County Public Works
Blueprint Intergovernmental Agency

Neighborhood Associations and Homeowner Associations

Like the first round of Public Engagement, the second round provided the opportunity for stakeholder, neighborhood association (NA) and homeowner association (HOA) meetings (virtually and in-person) with the project team to answer questions or for citizens to provide comments. The email offering to meet with the NA's and HOA's went out on September 28, 2021 with those that accepted listed below:

Woodgate NA – October 4, 2021
Waverly Hills HOA – October 7, 2021
Thomasville Trace HOA – November 1, 2021
Waverly Hills HOA – November 9, 2021

Citizen Committees/Advisory Boards

In addition to the stakeholders, NA's and HOA's, the Project Team meet with two citizen advisory committee/advisory groups which included:

Joint City-County Bicycle Working Group
City of Tallahassee Parks and Recreation Advisory Board

Public Engagement

A variety of opportunities were provided to engage The Project Team above and beyond emails and phone calls. These scheduled events included both virtual and in-person events including:

StoryMap – This opportunity offered the public a more engaging way to interact with the project materials through interactive maps and graphics. This provided all relevant project background information and presented the evaluated alternatives to the public. The StoryMap offered opportunities to comment and contact the project team and continues to be active during the duration of the Feasibility Study. Since the StoryMap went online there have been over 1,555 views (as of November 11, 2021).

Live Question and Answer Sessions – These sessions allowed the public to access a virtual meeting with the project team and ask questions or provide input regarding the project. Live question and answer sessions typically had no time limit, and the project team answered questions and took comments until all participants were completed with their input. These events were held on:

- October 14, 2021 – 11 participants
- October 21, 2021 – 9 participants

- October 25, 2021 – 13 participants

Pop-Up Events – The pop-up events were intended to be informal and allow people with some interest and little knowledge on the project to interact with the project team. These were held at two locations within the project area, Waverly Pond (October 4, 2021) and Market District (October 19, 2021), to solicit public feedback and allow for an in-person opportunity. Attendance at the Pop-Up events included 34 citizens at Waverly Pond and 20 citizens at the Market District event.

Open House – The open house was intended to present the evaluated and preferred alternatives for each of the identified segments and allowed an additional in-person opportunity for the public to interact with the Project Team and give feedback. This meeting was held at the School of Arts and Sciences on Thomasville Road and had 72 citizens in attendance.

Contact Methods

The Project Team advertised public engagement opportunities through a variety of methods throughout the Feasibility Study. These methods included postcards, newsletters, virtual MailChimp newsletters, social media and website posts, and email. Several postcards were sent out at different times throughout the Feasibility Study. At CRTPA Board direction (September 13, 2101), the mailout area was expanded to 1,000 feet on both sides of Thomasville from the centerline for the Fall 2021 postcard mailout. This was then exceeded to ensure that postcards were sent out to any interested parties in the general vicinity. In total, there were 4,459 mail-out to property owners ([map of mail-out area](#)). The postcard that was sent out can be seen on page 45 of the [Draft Feasibility Study Report](#).

In addition to mailouts, the Project Team updated the CRTPA Facebook page, website, and responded to comments received via email and the website regularly throughout the Study. Emails were also sent to members of the CRTPA Thomasville Road Multi-Use Path mailing list (contains 122 unique email contacts) on several occasions to notify interested members of the public of upcoming engagement events, committee meetings, or board meetings. Lastly, the project was also noticed in the [Leon County Link](#) in October 2021.

Feedback

A considerable amount of feedback was received during public engagement opportunities as well as during stakeholder meetings.

Comments that were received via email, Facebook, StoryMap, or Website have been included in the [Comment Log](#) (the Comment Log also had “Attachments” submitted concurrent with the comment) and was categorized into the following themes:

- Support of the Project
- Support of the Project but in Opposition to the McCord Park Alternative
- Opposition of the Project because of the McCord Park Alternative
- Opposition of the Project
- General Inquiry or Question

These attachments can be found using the following links:

[Attachment A – F](#)

[Attachment G Part 1](#)

[Attachments G Part 2 and H](#)

[Attachments I through K](#)

[Attachments L through P](#)

[Attachments Q through T](#)

In addition to the Comment Log, the Project Team received [written comments from the Pop-Up and Open House Events](#) as well as [electronic comments from the Open House](#). These comments are above and beyond those submitted and included in the Comment Log.

ALTERNATIVE ANALYSIS

Following the existing conditions analysis, and further outreach and engagement, several alternatives were identified for the potential location of the multi-use path. As noted previously, the corridor was divided into three segments to streamline data collection, and the segments were carried forward into the alternatives analysis. An additional fourth area was also evaluated as the Market District Connection. This section will outline the evaluated alternatives and the data collected for each alternative.

All alternatives were evaluated with the assumption that existing gore areas and on-street bicycle lanes will be removed, and existing curb and cutter will be relocated and reconstructed to gain additional space for a wider path and buffer. To ensure a wide, safe path with adequate separation from vehicular traffic, this adjustment to the roadway will be necessary. Information regarding the additional right-of-way gained by retrofitting the road can be found in the tables associated with each alternative in the upcoming subsections.

Segment 1 – Betton Road to Armistead Road

This segment of Thomasville Road is heavily characterized by commercial uses on the southern end of the segment. Several curb cuts associated with businesses are located on both the east and west sides of the corridor. Guyte P. McCord Park and some residential communities are also located directly long Thomasville Road closer to Armistead Road. In addition to alternatives along the east and west side of Thomasville Road, the project team evaluated potential opportunities including:

- Trescott Drive in the Betton Hills Neighborhood.
- The Betton Hills Nature Center Trail along the McCord Ditch.
- Post Road to the covered McCord Ditch to Betton Road (added at the September 16, 2021 CRTPA Board meeting).
- Post Road “Loop” Option.

All six evaluated alternatives are shown in **Figure 1**.

Each of the options, including the preferred alternative, have varying degrees of challenges, however, were not outright “unfeasible.” The information below summarizes the challenges for each of the evaluated alternatives:

- Thomasville Road West is characterized by limited right-of-way to accommodate a multi-use path and buffer, and several curb cuts in quick succession. Even with the addition of gore areas and relocation and reconstruction of curb and gutter along this segment, the path would likely need to be narrowed to 8 feet with a minimal buffer, which is not considered safe along a corridor characterized by high speeds.
- Thomasville Road East has similar characteristics to Thomasville Road West, with several curb cuts in quick succession, as well as large oak trees within the right-of-way. However, Thomasville Road East has slightly more right-of-way, that in conjunction with the removal of the gore areas and relocation and reconstruction of curb and gutter, could support an adequate multi-use path and buffer.
- McCord Park/McCord Ditch presents challenges in that the feasibility of constructing a multi-use path on top of the future structure is still unknown. Additionally, the structure will only cover a portion of the existing drainage ditch and will not provide connectivity to McCord Park. This connectivity is also lacking on the southern terminus of the ditch where it intersects with Betton Road between pedestrian crossing locations at the intersection with Thomasville Road, and the rectangular rapid flashing beacon (RRFB) located on the east side of Trescott Drive connecting to Winthrop Park. Additionally, there was significant public opposition to the McCord Park/McCord Ditch option.
- Trescott Drive was omitted from consideration early in the alternatives analysis due to a high number of residential driveways along a short segment, which could contribute to path user and motorist conflict, negatively impacting safety. Additionally, there was significant public opposition to the Trescott Drive option.
- Post Road/McCord Ditch (covered portion) was added at the September 13, 2021 CRTPA Board meeting. The Project Team received and reviewed the plans for the construction of a box culvert along the McCord Ditch from Betton Road moving north approximately 1,500 feet, of which 1,200 feet would potentially be used for the connection from Post Road to Betton Road.
- Post Road “Loop” Option was proposed by the Betton Hills Neighborhood Association as an opportunity to avoid the McCord Ditch and McCord Park, both of which are highly opposed by the neighborhood association and many members of the public. This option includes limited available right-of-way behind existing businesses along Thomasville Road, and concerns were voiced by the owners of these businesses for locating a path along the access road.

The preferred alternative for Segment 1 is **Thomasville Road East**, as shown in **Figure 2** due to:

- Available right-of-way for a multi-use path and buffer with the removal of the existing gore areas and relocation and reconstruction of curb and gutter to gain additional space.
- Provides connectivity to recommendations from the Midtown Area Transportation Plan, which included a multi-use path on the east side of Thomasville Road from 7th Avenue to Betton Road.

Figure 1 – Segment 1 Evaluated Alternatives

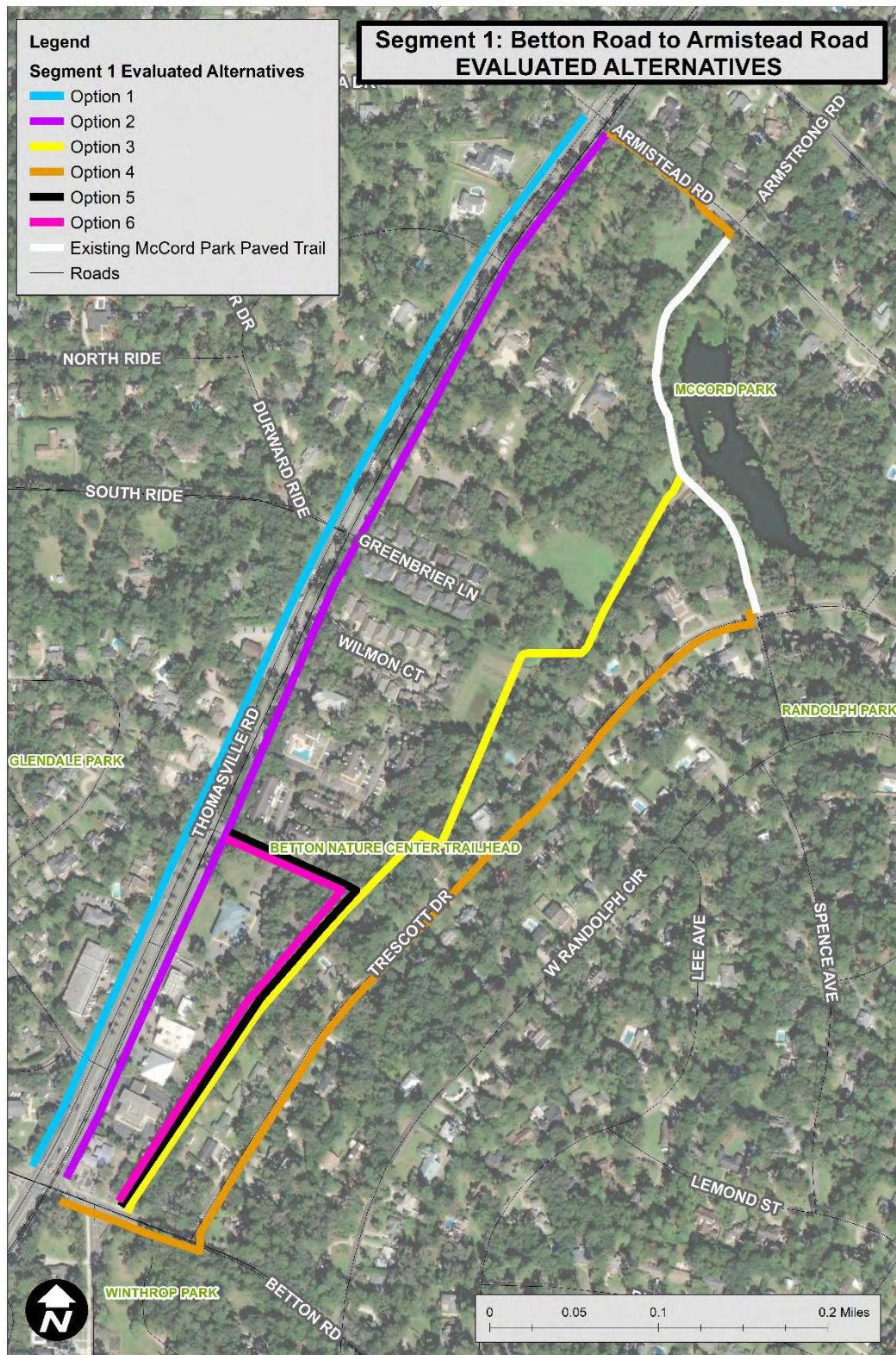
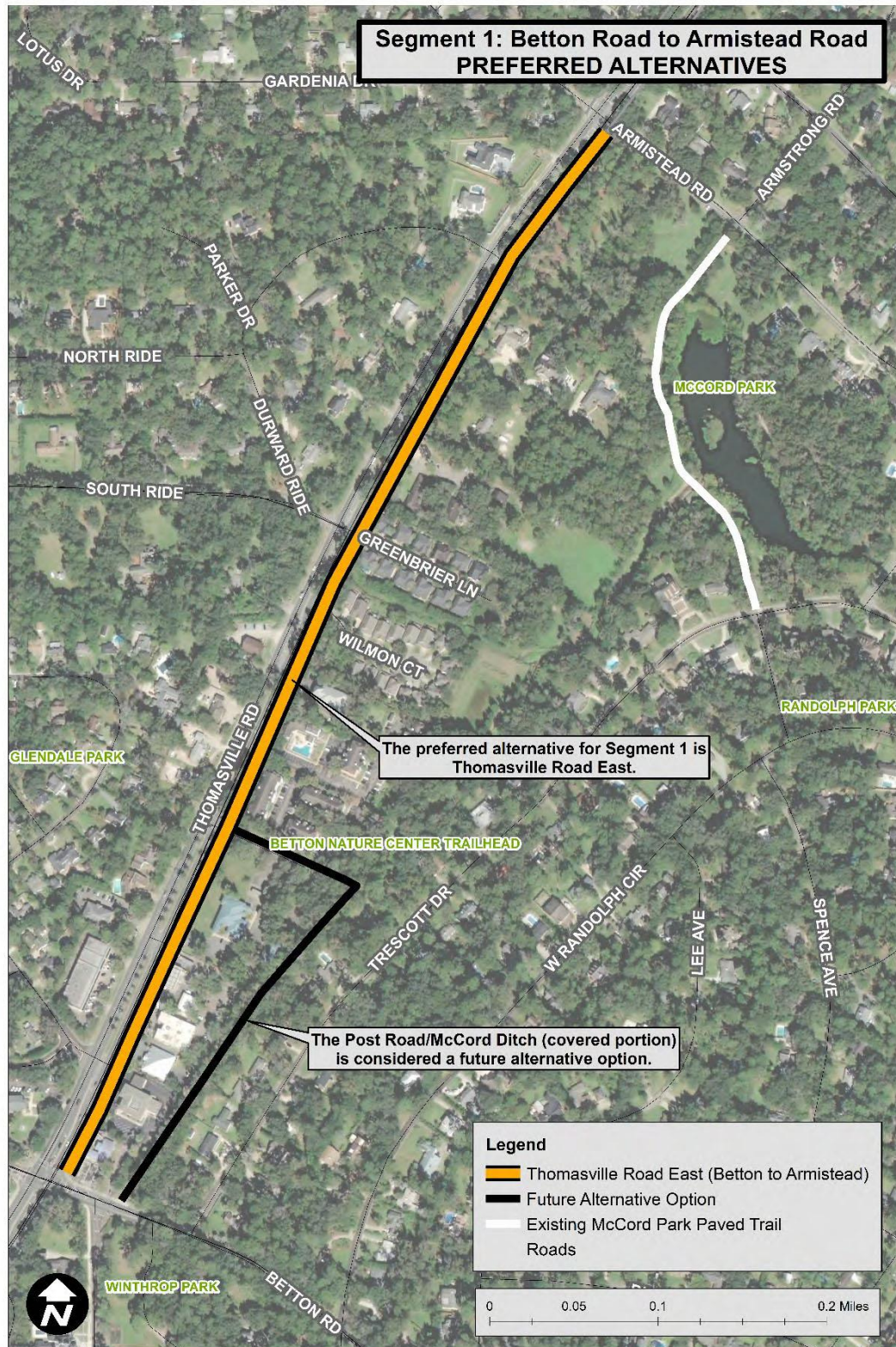


Figure 2 – Segment 1 Preferred Alternative



Segment 2 – Armistead Road to Woodgate Way

This segment of Thomasville Road is characterized by residential uses, with some commercial uses including a place of worship and Tallahassee Nurseries. Along Segment 2, 4-foot on-street bicycle lanes appear at Waverly Road and continue north along Thomasville Road. During the alternatives analysis, the project team looked almost exclusively at Thomasville Road east and Thomasville Road west within this segment due to lack of connectivity on direct and parallel routes.

The evaluated alternatives are shown in **Figure 3**.

The information below summarizes the challenges for each of the evaluated alternatives:

- Thomasville Road West presents challenges for a multi-use path in that it has limited right-of-way due to obstructions within the right-of-way, including several large oak trees and landscaping. There are also major changes in grade along this segment that would make ADA-compliance difficult when constructing a multi-use path.
- Thomasville Road East has sufficient right-of-way with the removal of the bicycle lanes relocation and reconstruction of curb and gutter to gain additional space for a multi-use path and buffer. Some areas along this segment have ample right-of-way which would allow the path to incorporate a meandering design. However, several curb cuts and large oak trees are located along this segment as well.

The preferred alternative for Segment 2 is **Thomasville Road East**, as shown in **Figure 4**, along with the inclusion of a sidewalk on the west side from Waverly Road to Woodgate Way.

Additionally, based on this analysis, Thomasville Road east is the recommended option for the construction of a multi-use path due to:

- Available right-of-way for a multi-use path and buffer with the relocation and reconstruction of curb and gutter to gain additional space.

Figure 3 – Segment 2 Evaluated Alternatives

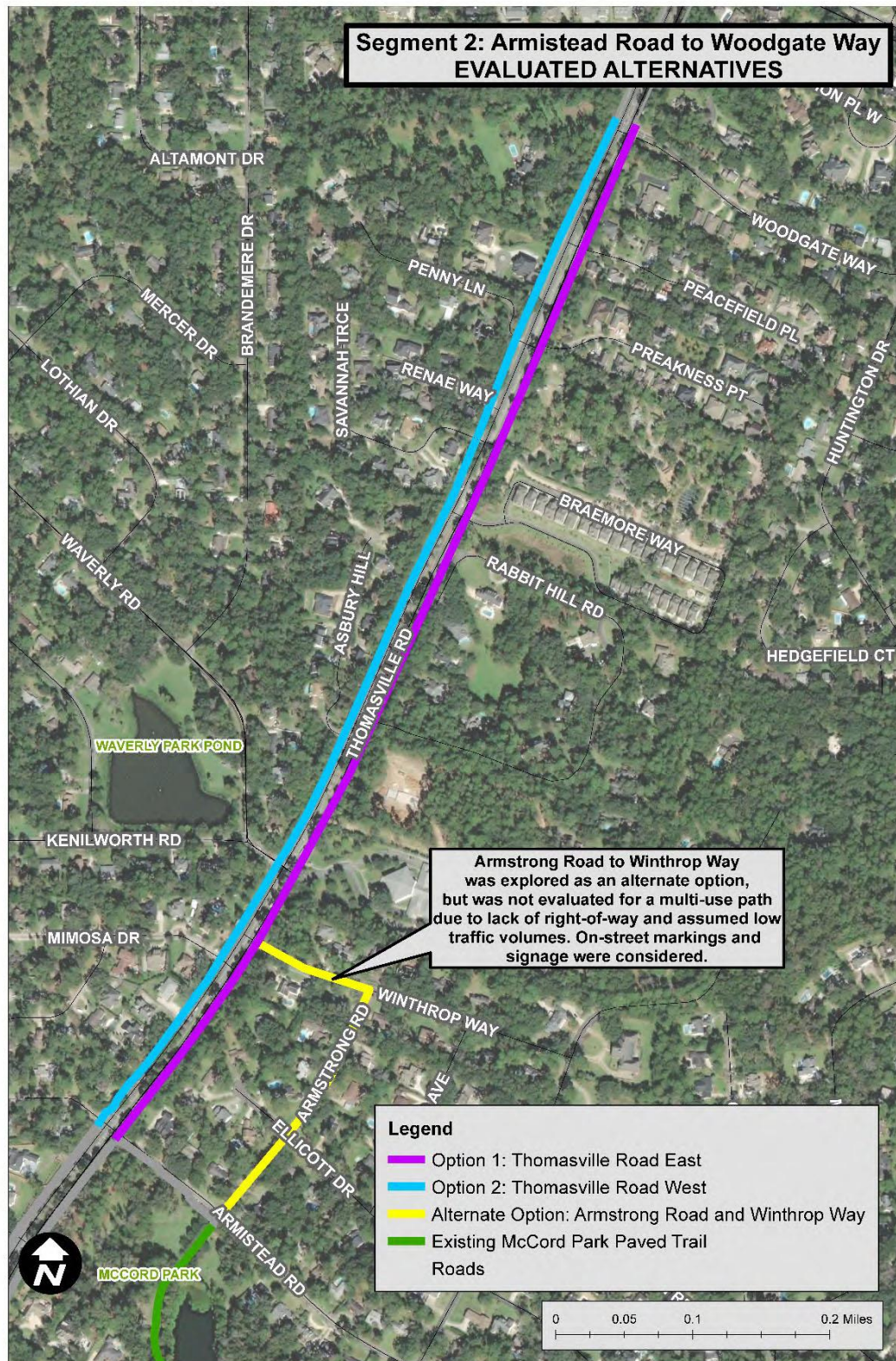
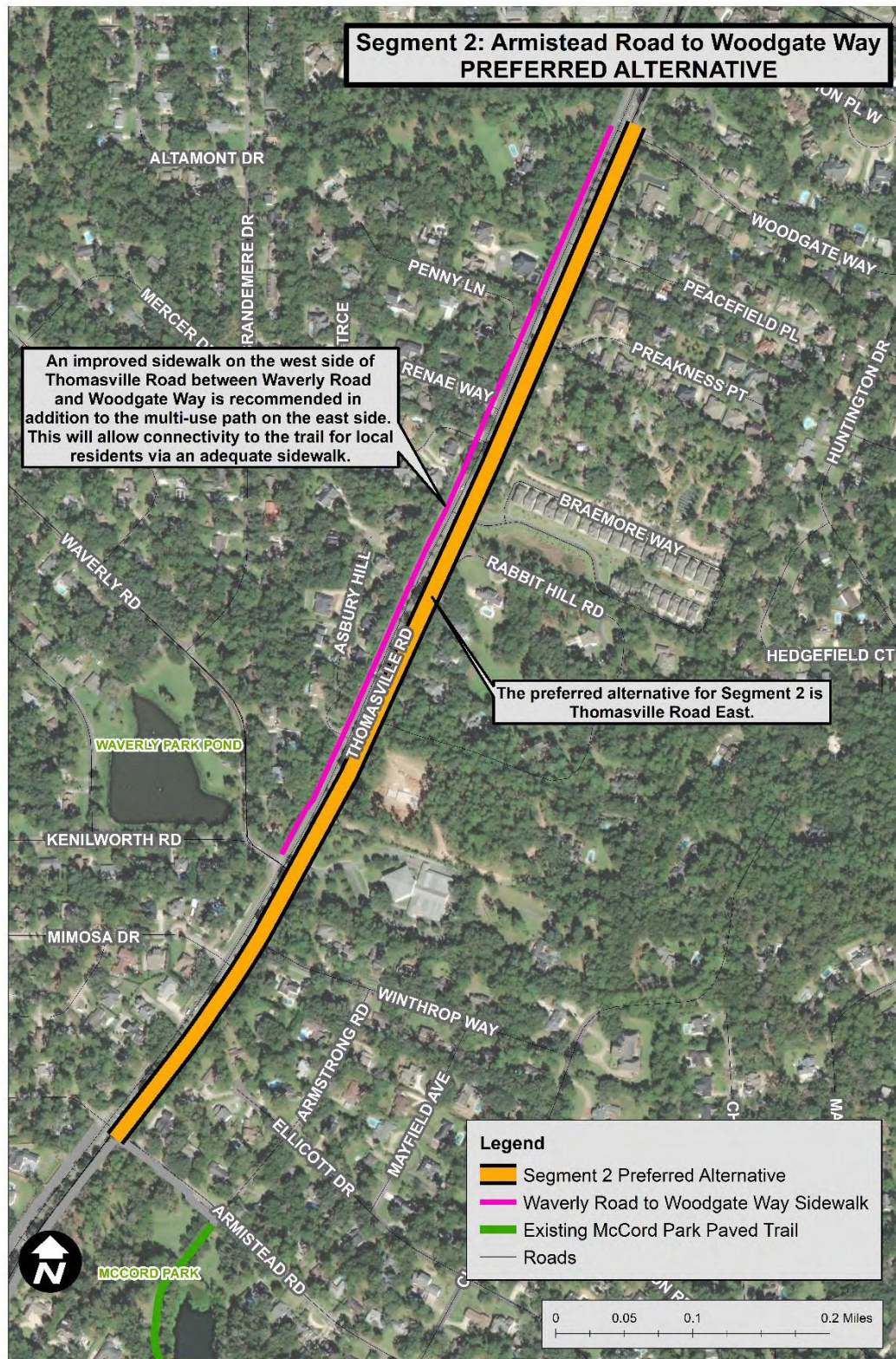


Figure 4 – Segment 2 Preferred Alternative



Segment 3 – Woodgate Way to Metropolitan Boulevard

Segment 3 along Thomasville Road is characterized by heavy residential land uses and some commercial land uses related to schools, places of worship, and limited businesses. During the alternatives analysis, the project team looked almost exclusively at Thomasville Road east and Thomasville Road west to accommodate the path. It was noted that the east side of the corridor provided connectivity to existing bicycle facilities on Hermitage Boulevard, allowing access to the Goose Pond Trail, while the west side of the corridor allows connectivity to existing bicycle facilities on Metropolitan Boulevard. Additionally, a “spur connection” along the drainage ditch on the east side of the corridor north of Hermitage Boulevard found in the Greenways Master Plan was noted as a potential opportunity for alternative connectivity to the Goose Pond Trail but was not evaluated as a potential alternative due to its lack of north-south connectivity.

The evaluated alternatives are shown in **Figure 5**.

The information below summarizes the challenges for each of the evaluated alternatives:

- Thomasville Road West is characterized by constrained right-of-way in some areas, however, allows opportunities for connectivity to the School of Arts and Sciences and the Live Oak Plantation Road, part of the Market District Connection. Few large oak trees are located along this segment; however, some constrained points do exist due to obstructions such as fences and utility poles.
- Thomasville Road East is similar to Thomasville Road West in that there are specific locations that have constrained right-of-way, including the front of Dorothy B. Owen Park and the fire station. Even with the removal of the bicycle lanes and relocation of curb and gutter, these areas would remain significantly constrained, limiting the width of the path, and therefore compromising safety.

The preferred alternative for Segment 3 is **Thomasville Road West**, as shown in **Figure 6**.

Thomasville Road West was selected as the preferred alternative because it allows for connectivity to the Market District while avoiding the Interstate 10 (I-10) Interchange on Thomasville Road, located north of Metropolitan Boulevard. It also avoids tree impacts and several areas of constrained right-of-way on the east side, such as in front of Dorothy B. Owen Park and the fire station. Constructing the multi-use path on the west side of Thomasville Road also allows opportunities for cyclists and pedestrians to access the School of Arts and Sciences on Thomasville Road. This alternative will ultimately continue through to Live Oak Plantation Road, which will likely be part of the Market District Connection in the future.

Improvements will be needed at the Live Oak Plantation Road intersection with Thomasville Road, which presents safety concerns for crossing path users. Ideally, users will not have to cross at Live Oak Plantation Road unless they wish to access Metropolitan Boulevard or destinations beyond that. To accommodate the path along this alternative, on-street bicycle lanes will need to be removed for additional space, and curb and gutter will need to be relocated and reconstructed to provide an appropriate buffer.

While a path on Thomasville Road east is not preferred, opportunities exist to continue the path from the terminus of Segment 2 to just north of Hermitage Boulevard to allow for a connection to the Goose Pond Trail. This would provide path users with opportunities to either continue north on Thomasville Road and access the Market District Connection via the west side, or to head north and then east via Thomasville Road east to access the Goose Pond Trail and further destinations, such as the multi-use path on Blair Stone Road or Tom Brown Park.

Figure 5 – Segment 3 Evaluated Alternatives

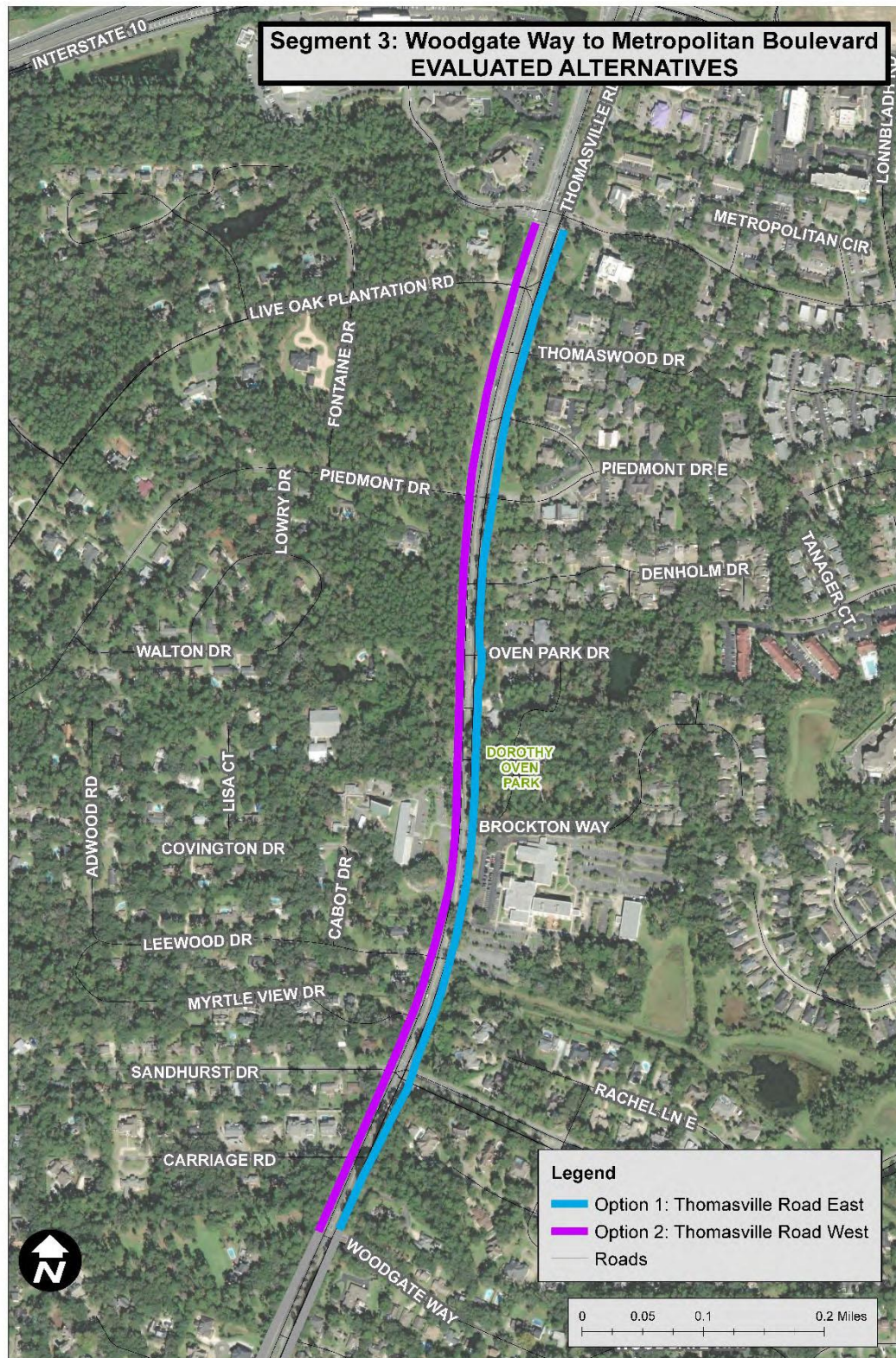


Figure 6 – Segment 3 Preferred Alternative



Market District Connection

The Market District Connection was evaluated separately the Thomasville Road alternatives. Trees and curb cuts were not evaluated for this segment and will be further studied if this project move forward in subsequent phases. If this project moves forward to the design phase, the Market District Connection will likely be pursued by local agency partner Blueprint Intergovernmental Agency.

Other options were briefly considering including the FDOT right-of-way along I-10 southbound behind Gilchrist Elementary, a gas easement near Tallahassee Memorial Hospital, a conservation easement near Tallahassee Memorial Hospital, and an easement heading north from Timberlane School Road into the Market District. These options were omitted for various reasons; FDOT right-of-way on the north side of I-10 was omitted because the school property limited the ability to connect the path to Martin Hurst Road. Additionally, the conservation and gas easements were omitted due to the fact that the City would not permit a paved trail on the conservation easements because of the presence of fragile natural ecosystems, and the gas company would not permit a trail on top of the gas line for which the easement was created.

The evaluated alternatives are shown in **Figure 7**.

The preferred alternatives for the Market District Connector is shown in **Figure 8**.

The preferred alignment focused on maintaining the path on existing roadways with available right-of-way that is already being used by bicyclists to access Market District or Thomasville Road. This alternative allows path users to avoid crossing the Live Oak Plantation corridor unless users prefer to continue traveling north on Thomasville Road. The preferred improvements are as follows:

- Live Oak Plantation Road: Multi-use path on the south side of the corridor, where right-of-way is available.
- Timberlane School Road: Multi-use path on the east side of the corridor, where right-of-way is available.
- Gilchrist Elementary Easement: Access private road to enter electric easement, where a multi-use path will be located on the western edge of the easement. Fences will be required to separate the path from the school.
- Timberlane Road: Widen sidewalk to accommodate a multi-use path. This will need to be explored further due to the location of trees and an existing sidewalk easement.
- Martin Hurst Road: 8 to 12-foot multi-use path on the west side of the corridor Based on the availability of right-of-way. Right-of-way appears constrained along this road due to the recent construction, which would limit path width.

At the terminus of Martin Hurst Road, the multi-use path will connect to planned facilities along Maclay Commerce Drive and Maclay Boulevard, projects being undertaken by Blueprint and the City of Tallahassee. Moving forward, additional analysis will be needed to determine the most appropriate location for a crossing on Timberlane Road. The project team briefly evaluated crossings at Martin Hurst Road and the Market Street Intersection, but further analysis is needed.

Figure 7 – Market District Connector Evaluated Alternatives

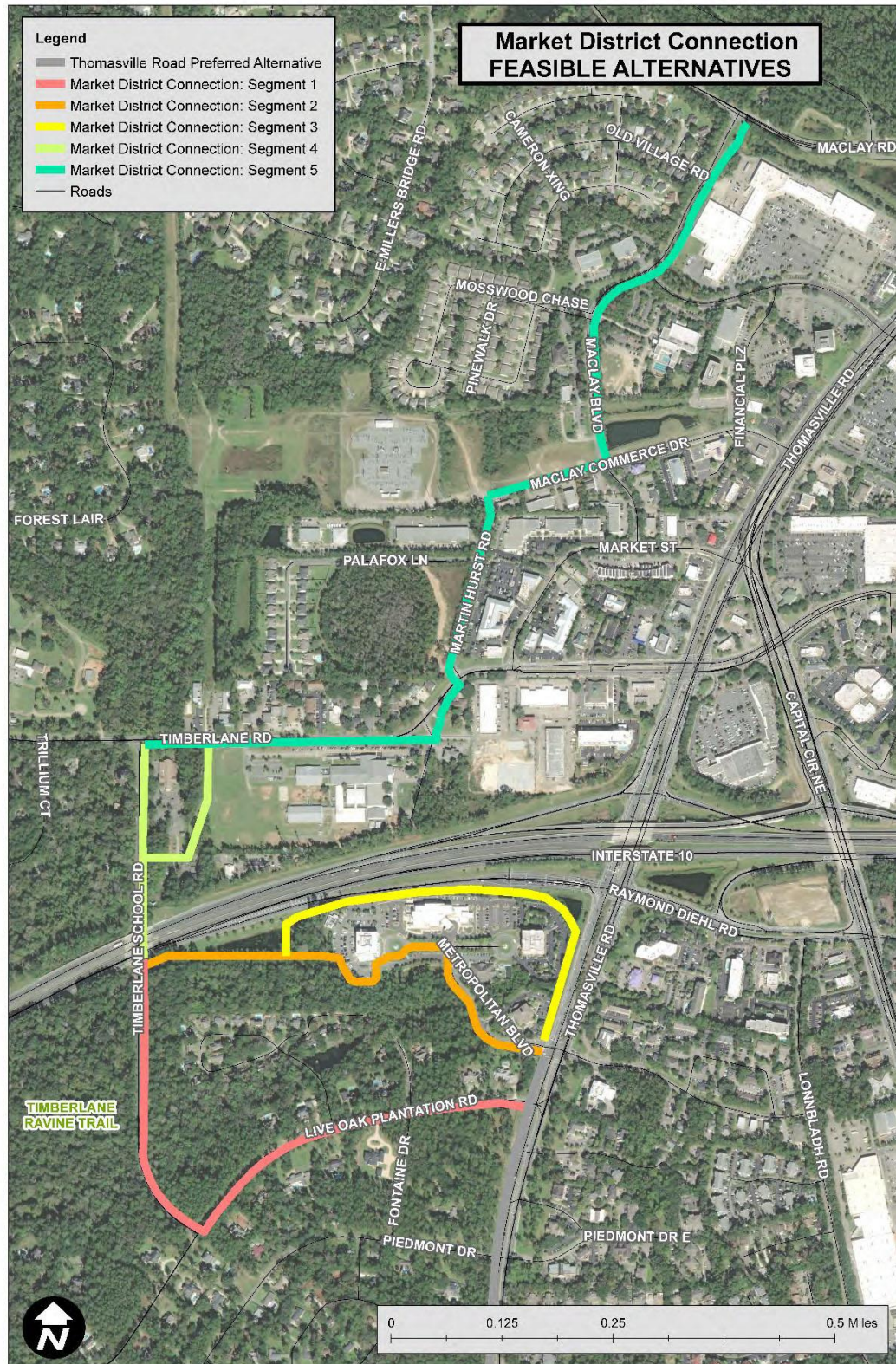
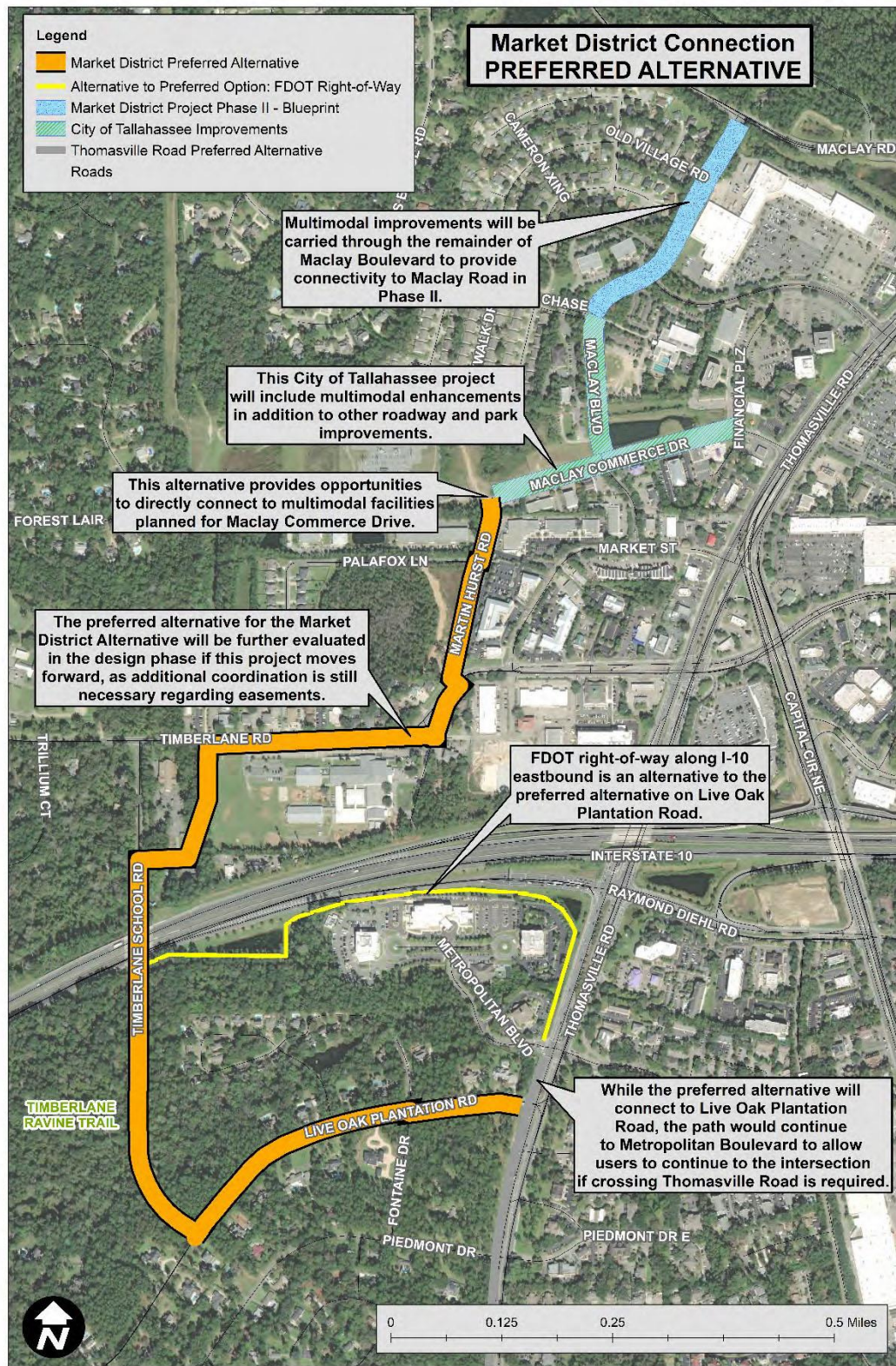


Figure 8 – Market District Connector Preferred Alternative



Thomasville Road at Woodgate Way

In order to traverse Thomasville Road from the east side to the west side between Segments 2 and 3, a crossing is required. Whether or not the path was on the east or west side, the project team anticipated a crossing being needed based on the topography of Thomasville Road and the eventual need to access the west side of the corridor to get to Market District along an alternate route that did not include Thomasville Road north of Metropolitan Boulevard. This crosswalk is recommended for the south side of the intersection, where a crosswalk does not currently exist.

Thomasville Road Multi-Use Path Preferred Alternatives

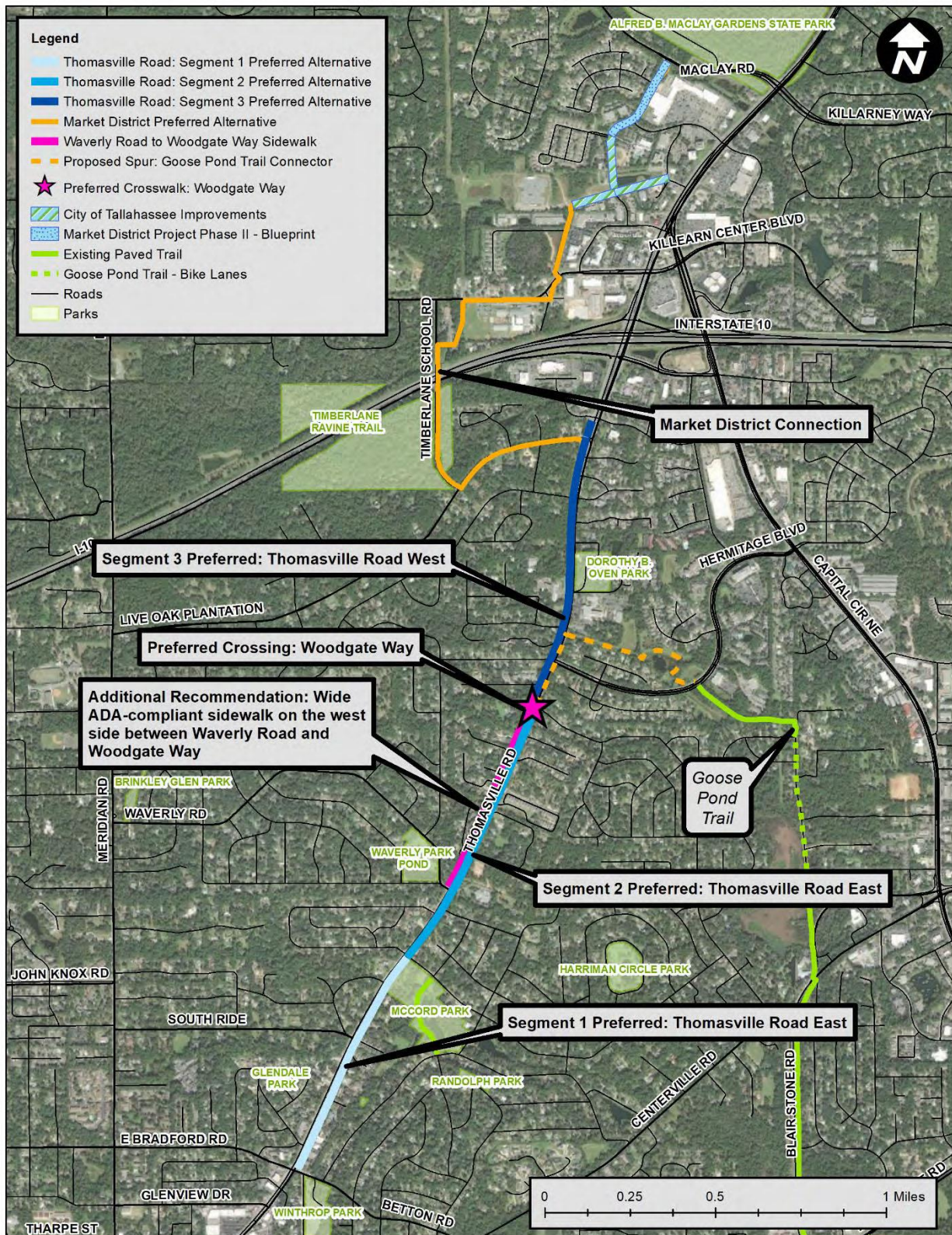
The preferred alternatives, when combined, are shown as **Figure 9**.

COST ESTIMATES

Preliminary planning-level cost estimates have been developed using Florida Department of Transportation (FDOT) Long Range Estimates with a cost per mile model to obtain a general understanding of costs associated with the preferred alternative and roadway reconfiguration. These cost estimates will be updated with more specificity in future design phases as appropriate.

Segment	Range of Costs
Segment 1 - Betton Road to Armistead Road (Thomasville Road East Side) <i>Costs include: 12-foot multi-use path, drainage, fence, pedestrian bridges, and contingency.</i>	\$590,000 - \$767,000
Segment 2 – Armistead Road to Woodgate Way (Thomasville Road East Side) <i>Costs include: 12-foot multi-use path, curb and gutter, retaining walls, drainage, utility pole, relocation, sidewalk on west side, and contingency.</i>	\$620,000 - \$806,000
Segment 3 – Woodgate Way to Metropolitan Boulevard (Thomasville Road West Side) <i>Costs include: 12-foot multi-use path, curb and gutter, retaining walls, drainage, utility pole relocation, fence, and contingency.</i>	\$1,019,000 - \$1,325,000
Market District Connector <i>Costs include: 12-foot multi-use path, curb and gutter, retaining walls, drainage, utility pole, relocation, boardwalk, mid-block crossing, pedestrian barrier, roundabout/signal at Martin, Hurst Road, and contingency.</i>	\$2,601,000 - \$3,307,000
Total Cost	\$4,830,000 - \$6,205,000

Figure 9 – Thomasville Road Multi-Use Path Preferred Alternative



DESIGN RECOMMENDATIONS

Based on the existing conditions analysis and feedback received from the public, the following design guidelines are recommended if this project moves forward:

Meandering Design

A meandering design will allow the multi-use path to weave in and out of obstructions, such as large trees, and can aid bicyclists in slowing down when approaching intersections or driveways, while also improving the overall aesthetic and experience for path users. A meandering design along Thomasville Road would be beneficial as it addresses large oak trees, topography, and grade changes, and will add to the overall aesthetic of the corridor. Meandering should be incorporated in specific areas where right-of-way permits.

Crossing Treatments and Signage

Evaluation of every driveway and road crossing along the corridor will be completed in the design phase. However, some treatments that are recommended for these driveways include the following:

- Crosswalk markings that are highly visible and/or decorative to match the aesthetic of the Thomasville Road corridor.
- Stop bars and MUTCD appropriate signage at all driveway crossings, including private, to stop motorists before crossing the path.
- MUTCD appropriate signage on the path to stop path users before proceeding into the crosswalk, including yield signage detailing trail user etiquette, and trail speed limit signs. This would be addressed following construction to identify areas of high conflict.

As noted in the existing conditions section of this Study, there are numerous driveways along both sides of the corridor. In order to address this and maintain safety for both path users and motorists, it is important that crosswalk treatments are targeted and innovative. Crossing treatments may vary by driveway type but should remain generally consistent in the type of markings and signage provided.

Sight Distance

Throughout public engagement, several members of the public voiced concerns about sight distance when exiting their neighborhoods onto Thomasville Road. The majority of sight distance concerns along the corridor are related to overgrown foliage, landscaping, and topography that block motorists' views of oncoming traffic. The wider path and improving sight distance of the motorists will benefit path users while improving motorists' sight distance as well. Horizontal and vertical clearance along the path should also be maintained for the safety and comfort of path users and will also ensure adequate sight distance in certain situations. Sight distance analysis along the corridor is recommended to determine appropriate crossing treatments that benefit motorists and trail users.

Wide Buffers

Buffers of at least 4 feet are recommended between the inner edge of the multi-use path and the back of curb for the Thomasville Road corridor. According to the Florida Department of Transportation Design Manual, a minimum acceptable buffer for a multi-use path on a 45 mile-per-hour or higher road is 4 feet from the back of curb (FDOT Design Manual, 2021). Where feasible, buffers should exceed this 4-foot minimum separation from the travel lanes to accommodate the safety and comfort of path users.

Constrained Areas

Tallahassee is well known for wanting to protect trees for all projects, not just transportation efforts. In this report there is a section which discusses trees along the study area corridor, but this is not a complete list. A strong effort should be made to minimize the impacts to trees along the corridor should the project move forward. Areas of constrained right-of-way in association with large oak trees were identified along the preferred alternative route. These maps, shown as **Figure 10** and **Figure 11**, identify areas which should be further evaluated during the design phase to determine innovative solutions to preserve the tree canopy and reduce impacts.

Users

In the past, bicyclists and pedestrians have been the primary user types associated with multi-use paths in urban and suburban areas. However, in recent years, micro-mobility options including electric bicycles (e-bikes) and electric scooters (e-scooters) have become increasingly prevalent due to the convenience they provide. According to Florida Statute, e-bikes and e-scooters are permitted on sidewalks and multi-use paths. The statute allows local municipalities to regulate the operation of these micro-mobility options at their discretion, which Tallahassee and Leon County have begun to do. The City of Tallahassee has outlined rules of etiquette for e-scooters and have noted that e-scooters are to abide by the same rules as bicyclists when in use, which includes requirements for speed, passing, and parking. Signage should be installed on the Thomasville Road Multi-Use Path that indicates which users yield in each type of situation, and the appropriate use of both e-bikes and e-scooters on the path.

Figure 10 – Segment 1 Constrained Right-of-Way

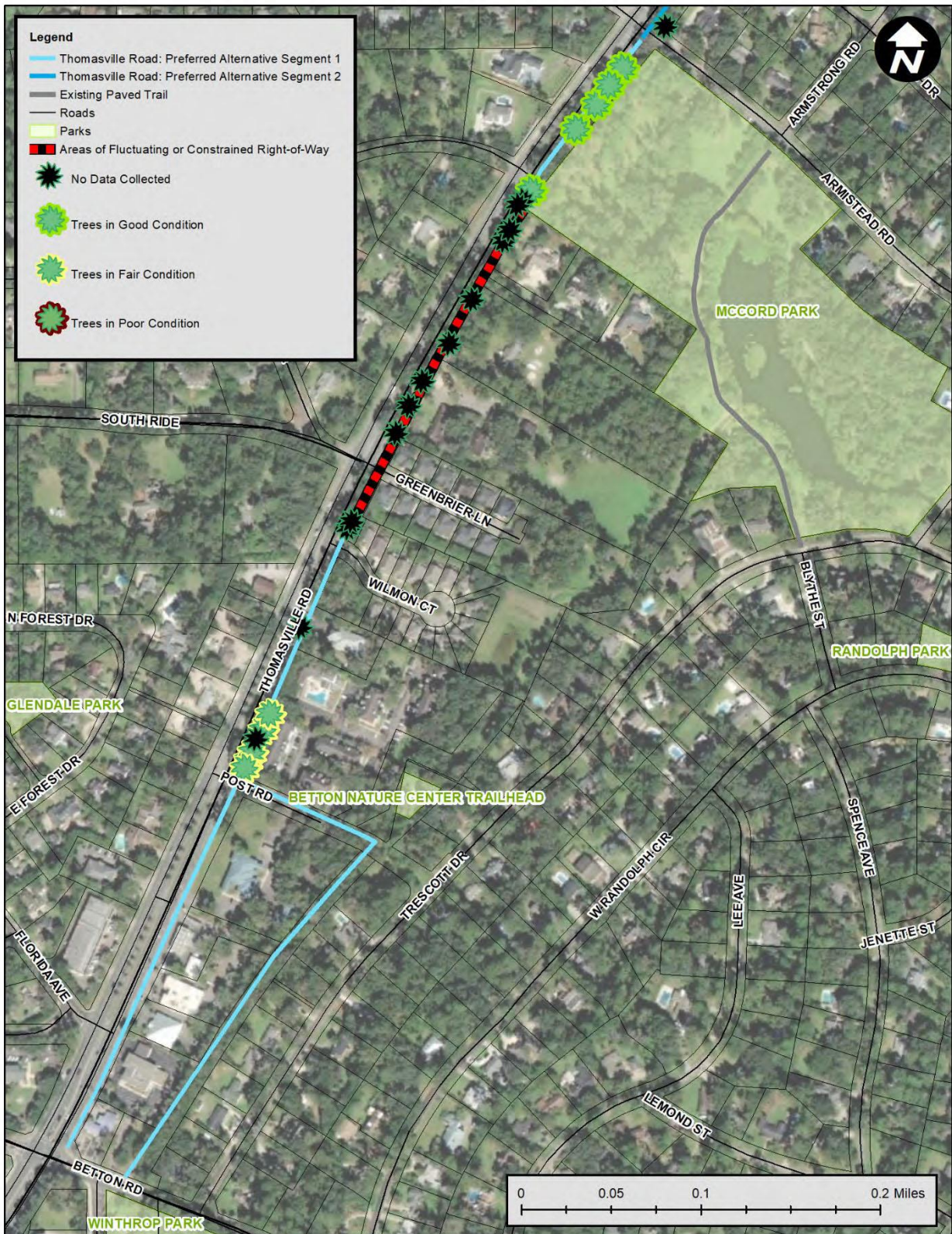
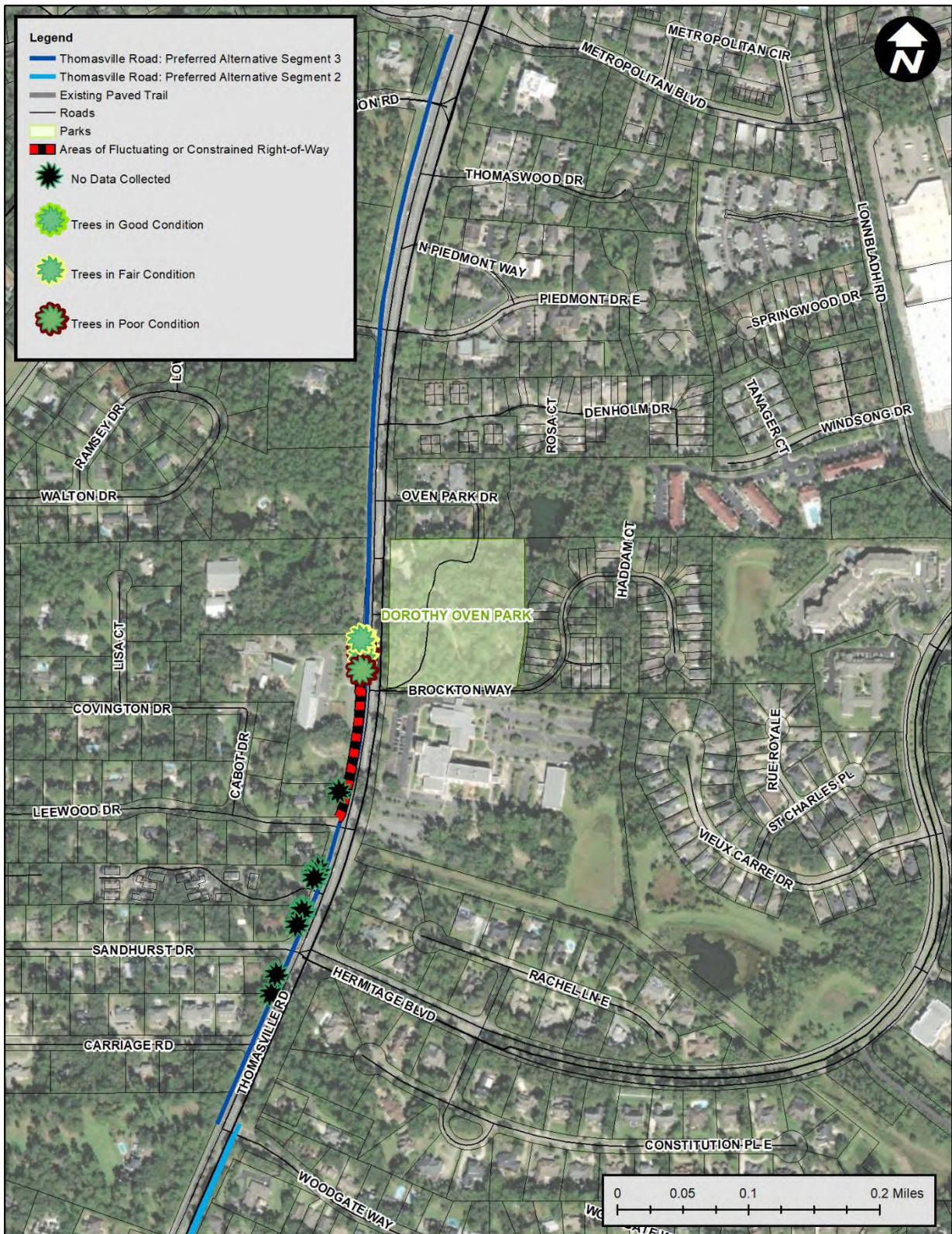


Figure 11 – Segment 3 Constrained Right-of-Way



NEXT STEPS

Should the CRTPA Board approve the Thomasville Road Multi-Use Path Feasibility Study, staff will work with the FDOT to initiate the design process. Additionally, CRTPA staff will continue to work with the Blueprint Intergovernmental Agency staff on the Market District Connector.

OPTIONS

- Option 1: Recommend the CRTPA approve the Thomasville Road Multi-Use Path Feasibility Study.
 (Recommended)
- Option 2: Provide other direction.

January 31, 2022



AGENDA ITEM 7

FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

TYPE OF ITEM: Information

A status report on the activities of the Florida Department of Transportation will be discussed.

January 31, 2022



AGENDA ITEM 8

EXECUTIVE DIRECTOR'S REPORT

TYPE OF ITEM: Information

A status report on the activities of the Capital Region Transportation Planning Agency (CRTPA) will be provided including information, provided as ***Attachment 1***, related to the agency's federal certification.


Federal Highway Administration

Florida Division Office
 3500 Financial Plaza, Suite 400
 Tallahassee, Florida 32312
 (850) 553-2200
www.fhwa.dot.gov/fldiv

Federal Transit Administration

Region 4 Office
 230 Peachtree St, NW, Suite 800
 Atlanta, Georgia 30303
 (404) 562-3500

January 19, 2022

Commissioner Jeremy Matlow
 Capital Region Transportation Planning Agency
 300 S. Adams Street, A-19
 Tallahassee, FL 32301

Dear Commissioner Matlow:

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are in receipt of the Capital Region Transportation Planning Agency (CRTPA) e-mails, dated July 29, 2021, September 30, 2021, and December 10, 2021 to satisfy the two corrective actions of the Tallahassee Transportation Management Area (TMA) Certification Report. The July 29, 2021 message provided a detailed action plan to remedy the corrective actions. The September 30, 2021 and December 10, 2021 messages summarized the actions taken by the Metropolitan Planning Organization (MPO) to satisfy the corrective actions. The corrective actions and the actions taken by the MPO are outlined below:

1. **Long-Range Transportation Plan (LRTP) Financial Plan/Fiscal Constraint:** In reviewing the LRTP adopted in November 2020, the Federal Review Team noted a number of critical deficiencies in the document related to fiscal constraint which did not comply with 23 CFR 450.324. Initial observations were conveyed at the site visit and written federal review comments provided to the CRTPA on April 4, 2021. These critical comments included the need for a financial plan that explains how the LRTP can be implemented for the entire planning timeframe, addressing the entire multimodal transportation system network with all revenues and costs consistently identified. **The CRTPA must develop an action plan by July 30, 2021 to demonstrate how the LRTP will be brought into compliance with federal requirements with action time frames agreeable to the federal agencies and implemented accordingly.**

The CRPTA developed the action plan by the corrective action deadline. They also revised the Cost Feasible Plan (CFP) to include projects for years 2021-2025 with costs by Year of Expenditure phase and funding source. The full CFP table, which the CRTPA moved from the Appendix into the Summary Report, now includes all years for the Resource Management Plan (RMP): 2021 to 2045. This CFP table on page 5-1 provides summary information to show fiscal constraint by Tier: Tier 1 (2021-2025); Tier 2 (2026-2030); Tier 3 (2031-2035); and Tier 4 (2035-2045). The CRTPA prefaced the CFP table with an overview of revenue assumptions, cost estimates, and financial strategies.

In addition, the CRTPA added new prior year costs for applicable projects to the CFP table and the agency now uses this cost data + RMP costs to better reflect project total cost.

- 2. Transportation Improvement Program (TIP):** In accordance with 23 CFR 450.326(a),(h), and (i) and as emphasized by the 2012 and 2018 LRTP Expectations letters, each project or project phase included in the TIP must be consistent with the metropolitan transportation plan, and those that are not of an appropriate scale for individual identification may be grouped. **The CRTPA must revise the TIP and/or LRTP by September 30, 2021 to demonstrate that the TIP projects are consistent with the LRTP.**

The CRTPA revised the CFP in the RMP to include projects for years 2021-2025. These projects include costs by Year of Expenditure, phase, and funding source. The CFP table in CRTPA's RMP now includes years 2021 to 2045 which demonstrates that the TIP projects are consistent with the LRTP.

Based on the review of the submitted documentation, FHWA and FTA have determined that the changes and information provided satisfy the requirements of the two corrective actions. The FHWA and FTA jointly certify that the transportation planning process of the Tallahassee TMA substantially meets the federal planning requirements in 23 CFR 450, Subpart C. The CRTPA has successfully addressed the two corrective actions from the June 2020 Certification Report. This certification will remain in effect until **June 2025**.

If you have any questions, please contact Mr. Carlos A. Gonzalez by phone at (850) 553-2221 or by email at Carlos.A.Gonzalez@dot.gov.

Sincerely,



FOR: Jamie Christian, P.E.
Division Administrator
Federal Highway Administration

cc: Mr. Greg Slay, CRTPA
Mr. John Crocker, FTA
Ms. Abra Horne, FDOT
Ms. Erika Thompson, FDOT
Mr. Bryant Paulk, FDOT
Ms. Donna Green, FDOT
Mr. Mark E. Reichert, MPOAC
Ms. Karen Brunelle, FHWA
Ms. Cathy Kendall, FHWA
Mr. Joseph Sullivan, FHWA



January 31, 2022

AGENDA ITEM 9 A

FUTURE MEETINGS

TYPE OF ITEM: CRTPA Information

Meeting Date	Meeting Type	Location
February 21	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm – 4:00 pm
March 15	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm – 4:00 pm
April 19	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm – 4:00 pm
May 17	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm – 4:00 pm
June 20*	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm – 4:00 pm
September 27**	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm – 4:00 pm
October 18	Retreat/Workshop	9:00 AM-1:00 PM Location: TBD
November 15	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm – 4:00 pm
December 20	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm – 4:00 pm

*Indicates Monday Meeting

** Moved to address conflicts with Budget Workshop and Public Hearing (Leon County)

January 31, 2022



AGENDA ITEM 9B

COMMITTEE ACTIONS (CITIZEN'S MULTIMODAL ADVISORY COMMITTEE & TECHNICAL ADVISORY COMMITTEE)

TYPE OF ITEM: CRTPA Information

STATEMENT OF ISSUE

This item provides information on the activities of the Technical Advisory Committee (TAC) and the Citizens Multimodal Advisory Committee (CMAC) to the Capital Region Transportation Planning Agency (CRTPA).

TAC and CMAC: The committees each met on January 4, 2022, and took action on the following:

- **November 2, 2021 Committee Meeting Minutes**
 - **TAC Action:** Recommended approval.
 - **CMAC Action:** Due to the addition of comments, minutes were deferred to the February 1, 2022 meeting for approval.
- **Thomasville Road Multi-Use Path Feasibility Study**
 - **TAC Action:** Recommended approval.
 - **CMAC Action:** Recommended approval.

January 31, 2022



AGENDA ITEM 9 C

QUARTERLY BUDGET REPORTS

TYPE OF ITEM: Information

A status report on the Quarter 1 (July - September) Fiscal Year 2022 Unified Planning Work Program budget utilization is provided for the following:

- CRTPA Budget Report PL Funds (***Attachment 1***)
- CRTPA Budget Report SU Funds (***Attachment 2***)

Unified Planning Work Program - Fiscal Years 2020/21-2021/22					Contract# G1115 (PL FUNDS)
Invoice #: PL-5					FPID# 439323-3-14-01
Invoice Period: 07/01/2021 - 09/30/2021					
Task 1.0 - Administration					
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (PL) Budgeted Amount	2021/2022 FHWA (PL) Previous Payments	2021/2022 FHWA (PL) Current Cost (Q5)	2021/2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 193,000.00	\$ -	\$ -	\$ 193,000.00	
Sub Total:	\$ 193,000.00	\$ -	\$ 0.00	\$ 193,000.00	0.00%
Consultant Services					
Contract/Consultant Services					
Audit	\$ 18,000.00	\$ -	\$ -	\$ 18,000.00	0.00%
Legal	\$ 32,000.00	\$ -	\$ -	\$ 32,000.00	0.00%
Sub Total:	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	0.00%
Other Direct Expenses					
Travel/Training					
Operating Staff Services	\$ 91,245.00	\$ -	\$ -	\$ 91,245.00	0.00%
Office/Administrative Costs	\$ 51,425.00	\$ -	\$ -	\$ 51,425.00	0.00%
Sub Total:	\$ 142,670.00	\$ -	\$ -	\$ 142,670.00	0.00%
	\$ 385,670.00	\$ -	\$ -	\$ 385,670.00	0.00%
Task 2.0 - Data Collection					
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (PL) Budgeted Amount	2021/2022 FHWA (PL) Previous Payments	2021/2022 FHWA (PL) Current Cost (Q5)	2021/2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 10,900.00		\$ -	\$ 10,900.00	
Sub Total:	\$ 10,900.00	\$ -	\$ -	\$ 10,900.00	-
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -		
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 10,900.00	\$ -	\$ -	\$ 10,900.00	0%
Task 3.0 - Long Range Planning					
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (PL) Budgeted Amount	2021/2022 FHWA (PL) Previous Payments	2021/2022 FHWA (PL) Current Cost (Q5)	2021/2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 20,300.00			\$ 20,300.00	
Sub Total:	\$ 20,300.00		\$ -	\$ 20,300.00	-
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 20,300.00	\$ -	\$ -	\$ 20,300.00	0%
Task 4.0 - Short-Range Planning					
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (PL) Budgeted Amount	2021/2022 FHWA (PL) Previous Payments	2021/2022 FHWA (PL) Current Cost (Q5)	2021/2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 31,375.00			\$ 31,375.00	
Sub Total:	\$ 31,375.00		\$ -	\$ 31,375.00	-
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Other Direct Expenses					
TIP Software	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 31,375.00	\$ -	\$ -	\$ 31,375.00	0%

PL-5 ITEMIZED EXPENDITURE DETAIL REPORT
July 1, 2021 - September 30, 2021

Unified Planning Work Program - Fiscal Years 2020/21-2021/22		Contract# G1L15 (PL FUNDS)	
Invoice #: PL-5		FPID# 439323-3-14-01	
		Invoice Period: 07/01/2021 - 09/30/2021	

Task 5.0 - Mobility Planning					
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (PL) Budgeted Amount	2021/2022 FHWA (PL) Previous Payments	2021/2022 FHWA (PL) Current Cost (Q5)	2021/2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 26,700.00	\$ -	\$ -	\$ 26,700.00	
Sub Total:	\$ 26,700.00	\$ -	\$ -	\$ 26,700.00	
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 26,700.00	\$ -	\$ -	\$ 26,700.00	0%
Task 6.0 - Public Involvement					
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (PL) Budgeted Amount	2021/2022 FHWA (PL) Previous Payments	2021/2022 FHWA (PL) Current Cost (Q5)	2021/2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 28,000.00	\$ -	\$ -	\$ 28,000.00	
Sub Total:	\$ 28,000.00	\$ -	\$ -	\$ 28,000.00	
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 28,000.00	\$ -	\$ -	\$ 28,000.00	0%
Task 7.0 - Special Projects					
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (PL) Budgeted Amount	2021/2022 FHWA (PL) Previous Payments	2021/2022 FHWA (PL) Current Cost (Q5)	2021/2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 17,700.00	\$ -	\$ -	\$ -	
Sub Total:	\$ 17,700.00	\$ -	\$ -	\$ -	
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 17,700.00	\$ -	\$ -	\$ 17,700.00	0%
PL-5					
GRAND TOTAL EXPENDITURE DETAIL :	\$ 520,645.00	\$ -	\$ -	\$ 520,645.00	0%

FY2022 PL Budget

Capital Region Transportation Planning Agency Unified Planning Work Program - Fiscal Years 2020-21/2021-22			Contract# G1L 15 (SU FUNDS) FPID# 439323-2-14-02		
SU Invoice #: SU-5		Invoice Period: 07/01/2021 - 9/30/2021			
Task 1.0 - Administration					
EXPENDITURE CATEGORY AND DESCRIPTION	2020/2021 FHWA (SU) Budgeted Amount	2020/2021 FHWA (SU) Previous Payments	2020/2021 FHWA (SU) Current Cost	2020/2021 FHWA (SU) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 24,100.00	\$ -	\$ 24,100.00	\$ -	
Sub Total:	\$ 24,100.00	\$ -	\$ 24,100.00	\$ -	100%
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Other Direct Expenses					
Audit Fees	\$ -	\$ -	\$ -	\$ -	
Legal Fees	\$ -	\$ -	\$ -	\$ -	
Direct/Operating Expenses	\$ -	\$ -	\$ -	\$ -	
Travel	\$ 12,000.00	\$ -	\$ 2,864.52	\$ 9,135.48	
Sub Total:	\$ 12,000.00	\$ -	\$ 2,864.52	\$ 9,135.48	24%
Total:	\$ 36,100.00	\$ -	\$ 26,964.52	\$ 9,135.48	75%
Task 2.0 - Data Collection and Safety					
EXPENDITURE CATEGORY AND DESCRIPTION	2020/2021 FHWA (SU) Budgeted Amount	2020/2021 FHWA (SU) Previous Payments	2020/2021 FHWA (SU) Current Cost	2020/2021 FHWA (SU) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 21,950.00	\$ 15,401.48	\$ 2,260.27	\$ 4,288.25	
Sub Total:	\$ 21,950.00	\$ 15,401.48	\$ 2,260.27	\$ 4,288.25	80%
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 21,950.00	\$ 15,401.48	\$ 2,260.27	\$ 4,288.25	80%
Task 3.0 - Long Range Planning					
EXPENDITURE CATEGORY AND DESCRIPTION	2020/2021 FHWA (SU) Budgeted Amount	2020/2021 FHWA (SU) Previous Payments	2020/2021 FHWA (SU) Current Cost	2020/2021 FHWA (SU) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 61,300.00	\$ 37,736.73	\$ 3,521.08	\$ 20,042.19	
Sub Total:	\$ 61,300.00	\$ 37,736.73	\$ 3,521.08	\$ 20,042.19	67%
Consultant Services					
3.0 Planning Support	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0%
3.1 Long Range Transportation Plan (RMP 2045)	\$ 240,650.00	\$ 240,649.50	\$ -	\$ 0.50	100%
Sub Total:	\$ 270,650.00	\$ 240,649.50	\$ -	\$ 30,000.50	89%
Total:	\$ 331,950.00	\$ 278,386.23	\$ 3,521.08	\$ 50,042.69	85%
Task 4.0 - Short-Range Planning					
EXPENDITURE CATEGORY AND DESCRIPTION	2020/2021 FHWA (SU) Budgeted Amount	2020/2021 FHWA (SU) Previous Payments	2020/2021 FHWA (SU) Current Cost	2020/2021 FHWA (SU) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 39,250.00	\$ 5,775.59	\$ 2,655.77	\$ 30,818.64	
Sub Total:	\$ 39,250.00	\$ 5,775.59	\$ 2,655.77	\$ 30,818.64	21%
Consultant Services					
4.0 Planning Support	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	
Sub Total:	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0%
Other Direct Expenses					
TIP Software	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 69,250.00	\$ 5,775.59	\$ 2,655.77	\$ 60,818.64	12%

Task 5.0 - Mobility Planning					
EXPENDITURE CATEGORY AND DESCRIPTION	2020/2021 FHWA (SU) Budgeted Amount	2020/2021 FHWA (SU) Previous Payments	2020/2021 FHWA (SU) Current Cost	2020/2021 FHWA (SU) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 101,250.00	\$ 11,304.33	\$ 35,096.33	\$ 54,849.34	
Sub Total:	\$ 101,250.00	\$ 11,304.33	\$ 35,096.33	\$ 54,849.34	46%
Consultant Services					
5.0 Planning Support Work	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0%
5.8.1 Thomasville Rd. Path Feasibility Study (FS) Ph. I	\$ 89,955.00	\$ 59,970.00	\$ 14,992.50	\$ 14,992.50	83%
5.8.2 Thomasville Rd. Path FS Ph. II Public Involvement	\$ 82,000.00	\$ 64,021.78	\$ 12,042.45	\$ 5,935.77	93%
5.9 Wakulla Springs (SR 267) Feasibility Study	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	0%
5.10 Apalachee Pkwy Trail Feasibility Study	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00	0%
5.11 Oak Ridge Road Trail Feasibility Study	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00	0%
5.12 Midtown Phase II	\$ 2,500.00	\$ 1,909.50		\$ 590.50	76%
5.18 Comprehensive Operational Analysis (Transit)	\$ 250,000.00	\$ 175,302.94	\$ 42,188.74	\$ 32,508.32	87%
5.19 Regional Transit Study Update	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00	0%
5.25 Congestion Management Plan Process Phase II	\$ 125,000.00	\$ -	\$ -	\$ 125,000.00	0%
5.29 Iron Bridge Road Multi-use Trail Feasibility Study	\$ 100,000.00				0%
Other Trail Studies/Mobility Projects (TBD)**	\$ 63,290.00	\$ -	\$ -	\$ 63,290.00	0%
Sub Total:	\$ 1,037,745.00	\$ 301,204.22	\$ 69,223.69	\$ 667,317.09	36%
Total:	\$ 1,138,995.00	\$ 312,508.55	\$ 104,320.02	\$ 722,166.43	37%
Task 6.0 - Public Involvement					
EXPENDITURE CATEGORY AND DESCRIPTION	2020/2021 FHWA (SU) Budgeted Amount	2020/2021 FHWA (SU) Previous Payments	2020/2021 FHWA (SU) Current Cost	2020/2021 FHWA (SU) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 33,000.00	\$ 1,145.26	\$ 3,183.38	\$ 28,671.36	
Sub Total:	\$ 33,000.00	\$ 1,145.26	\$ 3,183.38	\$ 28,671.36	13%
Consultant Services					
6.0 Planning Support	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	
Sub Total:	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0%
Total:	\$ 63,000.00	\$ 1,145.26	\$ 3,183.38	\$ 58,671.36	7%
Task 7.0 - Special Projects					
EXPENDITURE CATEGORY AND DESCRIPTION	2020/2021 FHWA (SU) Budgeted Amount	2020/2021 FHWA (SU) Previous Payments	2020/2021 FHWA (SU) Current Cost	2020/2021 FHWA (SU) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 158,107.00	\$ 75,004.78	\$ 4,385.38	\$ 78,716.84	
Sub Total:	\$ 158,107.00	\$ 75,004.78	\$ 4,385.38	\$ 78,716.84	50%
Consultant Services					
7.1.1 US90 Bike/Ped Tr. Feasibility Study (FS) Phase I	\$ 43,754.00	\$ 38,892.00	\$ -	\$ 4,862.00	89%
7.1.2 US90 Bike/Ped Tr. FS Phase II Public Involvement	\$ 100,000.00	\$ 48,623.25	\$ -	\$ 51,376.75	49%
7.2 Stadium/Lk. Bradford/Gaines/Varsity Int. Study	\$ 180,575.00	\$ 47,238.24	\$ 57,360.72	\$ 75,976.04	58%
7.3 Other Special Projects/Safety Studies (TBD)**	\$ 125,583.00	\$ -	\$ -	\$ 125,583.00	0%
Corridor/Complete Streets (TBD)**	\$ 59,994.00	\$ -	\$ -	\$ 59,994.00	0%
7.4 Pensacola St./St. Augustine Operational Analysis	\$ 30,000.00	\$ 21,067.80	\$ 7,402.20	\$ 1,530.00	95%
Sub Total:	\$ 539,906.00	\$ 155,821.29	\$ 64,762.92	\$ 319,321.79	41%
Total:	\$ 698,013.00	\$ 230,826.07	\$ 69,148.30	\$ 398,038.63	43%
SU -5 GRAND TOTAL CONSULTANT EXPENDITURE DETAIL	\$ 2,359,258.00	\$ 844,043.18	\$ 212,053.33	\$ 1,303,161.49	45%



January 31, 2022

AGENDA ITEM 10

ITEMS FROM MEMBERS

This portion of the agenda is provided to allow members an opportunity to discuss and request action on items and issues relevant to the CRTPA, as appropriate.