CRTPA BOARD

MEETING OF MONDAY, JUNE 19 AT 1:30 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 **Friday, June 16**. 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 **Friday, June 16** 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 your 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.

"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.

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 May 22 CRTPA Meeting
B. FDOT 2022 Joint Certification of the CRTPA

5. CONSENT ITEMS PULLED FOR DISCUSSION

6. ROLL CALL VOTE AGENDA ITEMS

A. FY 2024– FY 2028 Transportation Improvement Program (TIP) Adoption

The FY 2024 – FY 2028 TIP reflecting the projects that have received funding in the Florida Department of Transportation Work Program has been developed for Board adoption.

7. 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. CRTPA Safe Streets and Roads for All (SS4A) Safety Action Plan

The CRTPA's Safe Streets and Roads for All (SS4A) Safety Action Plan has been developed for Board adoption. The Plan identifies a comprehensive set of projects and strategies to improve safety on the CRTPA region's roadways and reach a goal of zero fatalities and serious injuries by the year 2040.

B. Fiscal Year (FY) 2025 – FY 2029 Project Priority Lists (PPLs)

The FY 2025 – 2029 Project Priority Lists has been developed for Board adoption. The following lists have been developed for Board approval:

1. Regional Mobility Plan (RMP) Roadways Project Priority List
2. Regional Mobility Plan (RMP) Bicycle and Pedestrian Project Priority List
3. Regional Trails Project Priority List
4. Transportation Systems Management (TSM) and Safety Project Priority List
5. Intelligent Transportation Systems (ITS) Project Priority List
6. Tallahassee International Airport Project Priority List
7. StarMetro Project Priority List
8. Urban Attributable Allocations Project Priority List

C. Strategic Intermodal System (SIS) Designation
A discussion related to the SIS designated roadways in the CRTPA region will be provided.

8. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

A status report on FDOT activities will be provided.

9. EXECUTIVE DIRECTOR'S REPORT

A status report on CRTPA activities will be provided.

10. CRTPA INFORMATION

A. Future Meeting Dates
B. Committee Actions

11. 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.

June 19, 2023

AGENDA ITEM 4 A

MINUTES

TYPE OF ITEM: Consent

The minutes from the May 22, 2023, CRTPA Meeting are provided as ***Attachment 1***.

RECOMMENDED ACTION

Option 1: Approve the minutes of the May 22, 2023, CRTPA Meeting.

ATTACHMENT

Attachment 1: Minutes of the May 22, 2023, CRTPA Meeting

ATTACHMENT 1

CRTPA BOARD

MEETING OF MONDAY, MAY 22 AT 1:30 PM

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

Meeting Minutes

Members Present:
Commissioner Rick Minor, Chair, Leon County
Commissioner Quincee Messersmith, Vice Chair, Wakulla County
Commissioner Austin Hosford, Jefferson County
Commissioner Nick Maddox, Leon County
Commissioner David O'Keefe, Leon County
Commissioner Laurie Cox, Leon County School Board
Commissioner Jeremy Matlow, City of Tallahassee
Commissioner Curtis Richardson, City of Tallahassee
Commissioner Dianne Williams-Cox, City of Tallahassee

Staff Present: Greg Slay, Executive Director; Jack Kostrzewa, CRTPA; Greg Burke, CRTPA; Suzanne Lex, CRTPA; Yulonda Mitchell, CRTPA; Andrea Rosser, StarMetro; Bryant Paulk, FDOT; Chris Rietow, ARPC

1. CALL TO ORDER AND ROLL CALL

2. AGENDA MODIFICATIONS

3. PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA

4. CONSENT AGENDA

A. Minutes of the April 18 CRTPA Meeting
B. CRTPA Performance Measures Update
C. Unified Planning Work Program (UPWP) Amendment

Board Action: Richardson made a motion to approve the consent agenda. Commissioner Williams-Cox seconded the motion. The motion was unanimously passed.

5. CONSENT ITEMS PULLED FOR DISCUSSION

6. ROLL CALL VOTE AGENDA ITEMS

A. Fiscal Year (FY) 2023– FY 2027 Transportation Improvement Program (TIP) Amendment

The CRTPA FY 2023 – FY 2027 TIP is proposed to be amended to reflect the addition of or changes to the following projects:

- SR 261 (US 319) Capital Circle (from Apalachee Parkway to Park Avenue) (Leon County): Updated project costs to resurface roadway in FY 24. ($6.3 million)
- Miccosukee Road Over Unnamed Branch Bridge No. 550051 (Leon County): Updated project costs to replace bridge in FY 24. ($2.7 million)
- SR 63/US 27 Monroe Street (from Lakeshore Drive to John Knox Rd) (Leon County): Add project and programmed costs for right-of-way in FY 24. ($325,100)
- Blair Stone Rd & New Village Avenue Intersection Improvements (Leon County): Add project and programmed costs for construction in FY 24. ($433,000)
- US 90 (from Pedrick Road to Jefferson County Line) (Leon County): Add project and programmed costs to develop Project Development & Environment (PD&E) Study for the US 90 Multi-Use Trail in FY 24. ($1.52 million)

Mr. Slay stated the Fiscal Year (FY) 2023– FY 2027 Transportation Improvement Program (TIP) Amendments show cost increases for the projects. He clarified these are the increase cost shown in the item.

Board Action: Commissioner Richardson made a motion to approve the Fiscal Year (FY) 2023– FY 2027 Transportation Improvement Program (TIP) Amendments. Commissioner Williams-Cox seconded the motion. A roll call vote was conducted, and the motion was unanimously passed.

7. 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 Design Update

The consultant preparing the Thomasville Road Multi-Use Path design plans will provide an update the CRTPA Board.

Mr. Kostrzewa provided background information. He noted the Board approved the Feasibility Study for the Thomasville Road Multi-Use Path (Metropolitan Boulevard to

Betton Road) in January of 2022. He stated FDOT and Consultants were present to provide information on the design phase.

James Johnson, Mott McDonald, presented updated information on the design phase of the Thomasville Road Multi-Use Path. He stated the goal of the project was to build a multi-use path on Thomasville Road. Mr. Johnson stated the design would follow the Feasibility Study and that the path would start on the east side of the road at Betton Road to Woodgate Way with a crossing on the south part of the intersection. At Woodgate Way the path will pick up on the west side of Thomasville Road and continue to Metropolitan Boulevard. Mr. Johnson noted the Feasibility Study recommendations. The curb lines will be moved in; travel lanes will remain 11 ft; existing bike lanes with curb will be taken out; curb will be moved on both sides of the road to fit in the path. He noted that impacts to the trees and utilities will be minimal. Mr. Johnson stated a public meeting was scheduled for June 27, 2023, at Thomasville Baptist Church at 5:30 pm and that there will be a virtual option for the meeting. Access to the virtual meeting will be available at the following link: www.nwflroads.com/virtualmeetings

Ms. Mary K. Falconer, 2140 Armistead Road, commended the team for the work and was impressed with the design. She stated she supports the project.

Mr. Hugh Aaron, 2840 Asbury Hill Road, stated he will build a house in this area because of this project. He stated he loves riding his bike for recreation as well as for commuting. He Mr. Aaron noted he reviewed the information on the website and supports the project. He wanted to know if the current sidewalk on the west side of Thomasville Road would be replaced.

Mr. Kostrzewa explained there will be a new sidewalk constructed from Gardenia Drive to Woodgate Way. He stated it would be 6 ft wide and that the distance from Thomasville Road will vary depending on the location.

Mr. Tommy Thompson, 989 Parkview Drive, stated he moved to Tallahassee for the infrastructure and the ability to ride the bicycle. He noted the main problem was getting to the north side of town. The multiuse path will create a safe way from Lafayette/Heritage Park area east side of town and supported the project.

Jane Fletcher, President Capital City Cyclists, stated she was looking forward to having a much safer alternative along Thomasville Road. She also stated the best way to keep cyclists safe was to keep the modes separate. Ms. Fletcher noted there should be additional signage with speed limits and instruction on which modes yields, for example, cyclists will always yield to pedestrians. She stated barriers would be helpful in areas where the trail is close to the roadway and noted she supported the project.

Commissioner Minor discussed the project. He noted the need for the sidewalks from Gardenia Drive to Woodgate Drive and stated rebuilding the sidewalk was a major benefit to the community. Commissioner Minor thanked staff for the work on the proposed

project. He noted, there was not funding for the project and there should be a discussion to determine when the construction funds will become available. Commissioner Richardson stated commended staff on the work for the multiuse path. He noted residents are looking forward to the project to be completed and discussed the efforts to save the trees noting the minimal impacts to the trees along the corridor. Commissioner O'Keefe also noted the minimal impacts to the trees along the corridor and stated he supported the project. He addressed the roadway deaths that have recently happened. Commissioner O'Keefe stated that this path connects different areas of the community and will provide a safe path for cyclists and pedestrians. He stated that there should be robust signage to help cyclists, pedestrians, and motorists. Commissioner Matlow stated he was impressed with the design and stated it mostly addressed the community concerns. He asked about the trail's treatment in the Circle K gas station area. Mr. Kostrzewa stated Circle K currently has three driveway entrances. He stated the plan shows the middle driveway will be eliminated and that the two other side entrances will remain. Lastly, Commissioner Williams-Cox stated this was her first view of the project and stated it was exciting and was much needed for the community on the north side of town.

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

8. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

A status report on FDOT activities will be provided including information related to upcoming public meeting related to the Thomasville Road Multi-Use Path by Mr. Bryant Paulk.

Mr. Paulk stated the documents were in the agenda materials with information for the public meeting on June 27, 2023, for the Thomasville Road Multi Use Path. He also provided a legislative update, stating the Moving Florida Forward Plan was not yet signed by the Governor. Mr. Paulk stated that he was hopeful that the Capital Circle segment would be fully funded and would update the Board on the funding.

9. EXECUTIVE DIRECTOR'S REPORT

Mr. Slay noted staff was working on redesignation for the Strategic Intermodal System (SIS). The Capital Circle (Springhill Road to Orange Avenue) was the last portion of the SIS, in our region, that has funding allocated. He stated next month the Board will review and make a formal recommendation to FDOT related to potential SIS changes in the CRTPA region. The changes would include Crawfordville Road and Capital Circle as well as a few others. Lastly, the Transportation Improvement Program (TIP) and Project Priority Lists (PPLs) Public Meetings will be held on May 31, 2023, 11:30 am -1:00 pm (virtual meeting) with an in-person meeting scheduled to be conducted in Gadsden County (Havana) on June 1, 2023, from 11:00 am - 1:00 pm. Notifications will be sent out to Board Members.

10. CRTPA INFORMATION

A. Future Meeting Dates

11. ITEMS FROM CRTPA BOARD MEMBERS

12. ADJOURNMENT

June 19, 2023

AGENDA ITEM 4 B

FDOT 2022 JOINT CERTIFICATION OF THE CRTPA

STATEMENT OF ISSUE

This item is seeking CRTPA approval of the agency's annual joint certification by the Florida Department of Transportation (FDOT).

BACKGROUND

Annually, the Florida Department of Transportation conducts a certification review of the planning process to certify that the CRTPA complies with state and federal planning requirements. In February, staff met with the FDOT to discuss and finalize the certification. In an email dated March 28, 2023, the FDOT stated that the CRTPA's planning process is certified and that the agency's status regarding financial management is low-risk.

Associated with the certification is a Joint Certification Statement (***Attachment 1***) that was signed by the CRTPA Executive Director and FDOT District Three Director of Transportation Development.

OPTIONS

Option 1: Approve the annual Joint Certification Statement of the CRTPA by the FDOT for the calendar year 2022.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 1: Joint Certification Letter and Statements

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ATTACHMENT 1

MPO JOINT CERTIFICATION STATEMENT

Pursuant to the requirements of 23 U.S.C. 134(k)(5) and 23 CFR 450.334(a), the Department and the MPO have performed a review of the certification status of the metropolitan transportation planning process for the Capital Region TPA with respect to the requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of the FAST Act and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on March 9, 2023.

Based on a joint review and evaluation, the Florida Department of Transportation and the Capital Region TPA recommend that the Metropolitan Planning Process for the Capital Region TPA be certified.

DocuSigned by:
Tim Smith
00EA910BEA3D404...
Name: Tim Smith, P.E.
Title: Director of Transportation Development

03/28/2023 | 9:44 AM EDT
Date

DocuSigned by:
Greg Slay
BDAC375BD093485...
Name: Greg Slay, AICP
Title: Executive Director

03/28/2023 | 9:31 AM EDT
Date

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Capital Region TPA

Joint Certification 2022

3/9/2023

Part 1 – Metropolitan Planning Organization

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Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process as described in 23 C.F.R. §450.336. The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The certification package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

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Certification Process

Please read and answer each question using the checkboxes to provide a “yes” or “no.” Below each set of checkboxes is a box where an explanation for each answer is to be inserted. The explanation given must be in adequate detail to explain the question.

FDOT’s MPO Joint Certification Statement document must accompany the completed Certification report. Please use the electronic form fields to fill out the document. Once all the appropriate parties sign the MPO Joint Certification Statement, scan it and email it with this completed Certification Document to your District MPO Liaison.

Please note that the District shall report the identification of, and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

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Part 1

Part 1 of the Joint Certification is to be completed by the MPO.

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Part 1 Section 1: MPO Overview

1. Does the MPO have up-to-date agreements such as the interlocal agreement that creates the MPO, the intergovernmental coordination and review (ICAR) agreement; and any other applicable agreements? Please list all agreements and dates that they need to be readopted. The ICAR Agreement should be reviewed every five years and updated as necessary. Please note that the ICAR Agreement template was updated in 2020.

   Please Check: Yes ☒ **No** ☐

   The Intergovernmental and Coordination and Review and Public Transportation Coordination Joint Participation Agreement (ICAR) was updated and executed October 19, 2020. FDOT reviewed the draft agreement and provided comment. The ICAR was updated consistent with the new template prior to executing. In addition, the CRTPA has an approved (2021) Staff Services Agreement with the City of Tallahassee. Agreements are updated as necessary.

2. Does the MPO coordinate the planning of projects that cross MPO boundaries with the other MPO(s)?

   Please Check: Yes ☐ **No** ☒

   The CRTPA does not share any boundaries with another MPO.

3. How does the MPOs planning process consider the 10 Federal Planning Factors (23 CFR § 450.306)?

   Please Check: Yes ☒ **No** ☐

   The 10 Planning Factors are considered as part of the development of any project and/or program document. For program documents (i.e. TIP, LRTP, UPWP), a chart indicating what projects/tasks that address each factor is included.

4. How are the transportation plans and programs of the MPO based on a continuing, comprehensive, and cooperative process?

   Please Check: Yes ☒ **No** ☐

   The CRTPA develops transportation plans and programs based on the "3C" planning process. Key documents are continuously reviewed and updated annually (TIP, PPL) or when necessary (TIP, UPWP, CMP). For a comprehensive process, the CRTPA coordinates with the advisory committees, conducts meetings with local, federal, and state agencies, and engages the public and stakeholders. In addition, the process considers multiple transportation modes, demographic data

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and access to transportation. Factors considered in the process include equity, accessibility, social justice, and employment.

5. When was the MPOs Congestion Management Process last updated?

Please Check: Yes ☒ **No** ☐ **N/A** ☐

The current CMP was updated in 2018. An update is underway and scheduled to be finalized by the Fall of 2023.

6. Has the MPO recently reviewed and/or updated its Public Participation Plan (PPPs)? If so, when? For guidance on PPPs, see the Federal Highway Administration (FHWA) checklist in the Partner Library on the MPO Partner Site.

Please Check: Yes ☒ **No** ☐

An update to the PIP is currently underway. The draft of the updated PIP is planned to be presented at the April TAC and CMAC meetings. The formal 45-day public comment period will begin on April 18th (2023) with the presentation of the draft to the Board. The Public Involvement Plan is anticipated to be adopted at the June 19, 2023 CRTPA Board Meeting.

7. Was the Public Participation Plan made available for public review for at least 45 days before adoption?

Please Check: Yes ☒ **No** ☐

Yes, the previous plan was made available for public review for 45 days, The comment period for the update underway provides a comment period greater than the required 45 days.

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Part 1 Section 2: Finances and Invoicing

1. How does the MPO ensure that Federal-aid funds are expended in conformity with applicable Federal and State laws, the regulations in 23 C.F.R. and 49 C.F.R., and policies and procedures prescribed by FDOT and the Division Administrator of FHWA?

The CRTPA adopted Finance Policy establishes procedures for the expenditure of grant funds and the internal operating processes for handling funds, invoicing, and vendor payments. Accompanying the policy is a Memo on Internal Controls in Other Audit Areas. The CRTPA reviews the allowability of costs in accordance with the Federal Cost Principles and contract requirements.

2. How often does the MPO submit invoices to the District for review and reimbursement?

The CRTPA submits invoices quarterly.

3. Is the MPO, as a standalone entity, a direct recipient of federal funds and in turn, subject to an annual single audit?

The CRTPA is a standalone entity, but not a direct recipient of federal funds, however, the agency is subject to the annual single audit. This past year's audit (FY 2021) marked three consecutive years with no findings, resulting in the CRTPA being categorized as a low-risk auditee pursuant to Federal guidelines.

4. How does the MPO ensure their financial management system complies with the requirements set forth in 2 C.F.R. §200.302?

The CRTPA's Finance Policy was developed consistent with the requirements of 2CFR200. The Policy is reviewed annually and updated as necessary. The Policy was reviewed and accepted by the FDOT Office of the Inspector General.

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5. How does the MPO ensure records of costs incurred under the terms of the MPO Agreement maintained and readily available upon request by FDOT at all times during the period of the MPO Agreement, and for five years after final payment is made?

The CRTPA maintains electronic copies of billing detail reports for a minimum of five years. The reports categorize all incurred costs by type and date of expense and also identifies ineligible charges.

6. Is supporting documentation submitted, when required, by the MPO to FDOT in detail sufficient for proper monitoring?

Yes, the supporting documentation provided to FDOT is sufficient for proper monitoring. The CRTPA appreciates the District recognizing that the supporting documentation and invoice details are in excellent order.

7. How does the MPO comply with, and require its consultants and contractors to comply with applicable Federal law pertaining to the use of Federal-aid funds and applicable State laws?

All contractual agreements for consultant services contain the required federal and state clauses to ensure compliance with the CRTPA/FDOT Planning Agreement and the use of Federal-aid funds.

8. Does the MPO have an existing negotiated indirect cost rate from the Federal government or use the de minimis rate (currently set at 10% of modified total direct costs which may be used indefinitely (2 C.F.R. 200.414(f))?

   In general, only those MPOs that are hosted by agencies that receive direct Federal funding in some form (not necessarily transportation) will have available a Federally approved indirect cost rate. If the MPO has a staffing services agreement or the host agency requires the MPO to pay a monthly fee, the MPO may be reimbursed for indirect costs.

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Please Check: Indirect Rate ☐ De Minimis Rate ☐ N/A ☒

a. If the MPO has an existing negotiated indirect cost rate, did the MPO submit a cost allocation plan?

N/A

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Part 1 Section 3: Title VI and ADA

1. Has the MPO signed an FDOT Title VI/Nondiscrimination Assurance, identified a person responsible for the Title VI/ADA Program, and posted for public view a nondiscrimination policy and complaint filing procedure?"

   Please Check: Yes ☒ **No** ☐

   The CRTPA includes the Title VI language, and the contact information, on all documents and it is posted on the website. Both the policy and complaint filing procedure are posted for public view.

2. Do the MPO's contracts and bids include the appropriate language, as shown in the appendices of the Nondiscrimination Agreement with the State?

   Please Check: Yes ☒ **No** ☐

   The CRTPA contracts contain the appropriate language and are consistent with the requirements of the Nondiscrimination Agreement with the State.

3. Does the MPO have a procedure in place for the prompt processing and disposition of Title VI and Title VIII complaints, and does this procedure comply with FDOT's procedure?

   Please Check: Yes ☒ **No** ☐

   The CRTPA Title VI / Nondiscrimination Policy Statement and process for filing a complaint are posted on the CRTPA website. As a part of the update to the Public Involvement Plan the CRTPA will review and update the Title VI statement and policy.

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4. Does the MPO collect demographic data to document nondiscrimination and equity in its plans, programs, services, and activities?

Please Check: Yes ☐ No ☒

The CRTPA does collect demographic Census data for the Limited English Proficiency, as well as demographic data related to specific projects. As part of the update to the Public Involvement Plan the CRTPA is considering including guidance related to the collection of demographic data to document nondiscrimination and equity in its plans, programs, services, and activities.

5. Has the MPO participated in any recent Title VI training, either offered by the State, organized by the MPO, or some other form of training, in the past three years?

Please Check: Yes ☐ No ☒

The CRTPA welcomes any opportunity to participate in Title VI training should it be offered.

6. Does the MPO keep on file for five years all complaints of ADA noncompliance received, and for five years a record of all complaints in summary form?

Please Check: Yes ☒ No ☐

Yes, any complaint would be maintained in summary for the five-year minimum period. No complaints have been filed for the past five years.

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Part 1 Section 4: MPO Procurement and Contract Review and Disadvantaged Business Enterprises

1. Is the MPO using a qualifications based selection process that is consistent with 2 C.F.R. 200.320 (a-c), Appendix II to Part 200 - Contract Provision, and 23 C.F.R. 172, and Florida statute as applicable?

   Please Check: Yes ☐ No ☐

   The CRTPA uses a qualifications-based selection process that is consistent with the Code of Federal Regulations and Florida statute as applicable. Qualifications-based selection is initiated through a publicly advertised notice, which includes detail about the requested services, evaluation criteria and a schedule and deadline for responses. Once the RFQ submittals are deemed responsive by Procurement staff, they meet with the CRTPA and present their determinations. Next, an Evaluation and Selection Committee (Committee) reviews the proposals. The Committee conducts a preliminary evaluation of all submittals on the basis of the information provided and other evaluation criteria as set forth in the Request for Qualifications. ***Firms that are selected are required to enter into an agreement with the CRTPA to provide the contracted services, which is subject to approval by the CRTPA Executive Committee and/or the CRTPA Board***.

2. Does the MPO maintain sufficient records to detail the history of procurement, management, and administration of the contract? These records will include but are not limited to: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price, contract, progress reports, and invoices.

   Note: this documentation is required by 2 C.F.R. 200.325 to be available upon request by the Federal awarding agency, or pass-through entity when deemed necessary.

   Please Check: Yes ☒ No ☐

   All records regarding procuring, managing, and administering contracts are kept for a minimum of five years. These records include rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price, contract, progress reports, and invoices. The CRTPA maintains the Annual Audit reports for a minimum of ten years.

3. Does the MPO have any intergovernmental or inter-agency agreements in place for procurement or use of goods or services?

   Please Check: Yes ☒ No ☐

   The CRTPA procures services pursuant to the executed 2021 Staff Services Agreement with the City of Tallahassee. With regards to procurement, the Agreement states that, "The City purchasing function of the CRTPA shall comply with the provisions of Section 287.055, Florida Statutes ("The Consultants' Competitive Negotiation Act") and the federal and FDOT procurement requirements for the procurement of professional services. Per federal guidelines, CRTPA procurement activities

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shall not include requirements for geographic preference." Staff works closely with the City's Procurement staff to ensure compliance.

4. What methods or systems does the MPO have in place to maintain oversight to ensure that consultants or contractors are performing work in accordance with the terms, conditions and specifications of their contracts or work orders?

Please Check: Yes ☒ No ☐

The CRTPA conducts periodic project meetings with our consultants, reviews all work draft and final work products, and receives monthly progress reports.

5. Does the MPO's contracts include all required federal and state language from the MPO Agreement?

Please Check: Yes ☒ No ☐

The CRTPA requests that FDOT and FHWA review all contracts to ensure that the required language and provisions are included. In addition, procurement and legal staff review for compliance with federal and state law.

6. Does the MPO follow the FDOT-approved Disadvantaged Business Enterprise (DBE) plan?

Please Check: Yes ☒ No ☐

The CRTPA follows the FDOT DBE goal and equal opportunity requirements. The non-discrimination and race-neutral language is included in all solicitations and contracts.

7. Are the MPOs tracking all commitments and payments for DBE compliance?

Please Check: Yes ☒ No ☐

The CRTPA has developed an internal tracking form that the consultants complete with each invoice submitted. The form records indicates if the consultant has or has not used a DBE firm. If yes, then the name of the DBE is provided along with the payment amount. This information is imported to the DBE spreadsheet provided by FDOT.

8. The MPO must be prepared to use the Grant Application Process (GAP) to record their professional services contract information starting on July 1, 2022. Has the MPO staff been trained on the GAP system? If yes, please provide the date of training. If no, please provide

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the date by when training will be complete (Recordings are available on the FDOT Local Programs webpage).

Please Check: Yes ☒ No ☐

Viewed Recorded Webinar July 2021 In-Person Training with Romero Dill 9-29-22

9. Does the MPO include the DBE policy statement in its contract language for consultants and subconsultants?

Please Check: Yes ☒ No ☐

Yes, the CRTPA's contracts include the DBE policy statement. The CRTPA submits Consulting and Professional Services contracts to the Federal Highway Administration and the Department for review. Any recommendation(s) made regarding the required DBE policy statement is incorporated into the final contract. Revised contracts are provided to both agencies prior to executing.

10. Are the MPO procurement packages (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contracts free from geographical preferences or bidding restrictions based on the physical location of the bidding firm or where it is domiciled?

Please Check: Yes ☒ No ☐ N/A ☐

11. Are the MPO procurement packages (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contracts free of points or award preferences for using DBEs, MBEs, WBEs, SBEs, VBEs or any other business program not approved for use by FHWA or FDOT?

Please Check: Yes ☒ No ☐ N/A ☐

12. Please identify all locally required preference programs applied to contract awards by local ordinance or rule that will need to be removed from Federal-Aid solicitations and contract.
    a) ☐Minority business
    b) ☐Local business
    c) ☐Disadvantaged business

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d) ☐Small business
e) ☐Location (physical location in proximity to the jurisdiction)
f) ☐Materials purchasing (physical location or supplier)
g) ☐Locally adopted wage rates
h) ☐Other: _____

13. Do the MPO contracts only permit the use of the approved FDOT race-neutral program?

Please Check: Yes ☒ No ☐ N/A ☐

14. Do the MPO contracts specify the race neutral or 'aspirational' goal of 10.65%?

Please Check: Yes ☒ No ☐ N/A ☐

15. Are the MPO contracts free of sanctions or other compliance remedies for failing to achieve the race-neutral DBE goal?

Please Check: Yes ☒ No ☐ N/A ☐

16. Do the MPO contracts contain required civil rights clauses, including:
    a. Nondiscrimination in contracting statement (49 CFR 26.13)
    b. Title VI nondiscrimination clauses Appendices A and E (DBE Nondiscrimination Assurance & 49 CFR 21)
    c. FDOT DBE specifications

Please Check: Yes ☒ No ☐ N/A ☐

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Part 1 Section 5: Noteworthy Practices & Achievements

One purpose of the certification process is to identify improvements in the metropolitan transportation planning process through recognition and sharing of noteworthy practices. Please provide a list of the MPOs noteworthy practices and achievements below.

The CRTPA has undertaken a number of operational and feasibility studies in 2021 and 2022. A key part of the project development was engaging citizens, business owners, environmental and civic organizations, agency partners, or advocacy groups as appropriate to the project and project phase. Some examples of the enhanced public involvement includes meeting with neighborhood and homeowners associations, conducting pop-up events, mail-outs, as well as virtual and one-on-one meetings. These tools resulted in a robust and effective public engagement.

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Part 1 Section 6: MPO Comments

The MPO may use this space to make any additional comments or ask any questions, if they desire. This section is not mandatory, and its use is at the discretion of the MPO.

The CRTPA adopted a travel policy pursuant to Section 112.061, Florida Statutes. Adopted by Resolution No. 2022-10-7D, the policy is consistent with the applicable sections of the City's [Travel] Policy 602 and satisfies the requirement of Section 7 of the CRTPA and City of Tallahassee Staff Services Agreement. Accordingly, the policy includes guidance on the purpose of, and procedures for, the processing of CRTPA travel using [City] travel forms.

It is our understanding that travel reimbursement complies with MPO and State travel policies and regulations. If this is not the case, we would like to discuss during the Certification meeting.

The signed Resolution, along with agenda item are attached.

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Capital Region TPA

Joint Certification 2022

3/9/2023

Part 2 – FDOT District

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Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process as described in 23 C.F.R. §450.336. The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The Certification Package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

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Certification Process

Please read and answer each question within this document.

Since all of Florida's MPOs adopt a new Transportation Improvement Program (TIP) annually, many of the questions related to the TIP adoption process have been removed from this certification, as these questions have been addressed during review of the draft TIP and after adoption of the final TIP.

As with the TIP, many of the questions related to the Unified Planning Work Program (UPWP) and Long-Range Transportation Plan (LRTP) have been removed from this certification document, as these questions are included in the process of reviewing and adopting the UPWP and LRTP.

Note: This certification has been designed as an entirely electronic document and includes interactive form fields. Part 2 Section 10: Attachments allows you to embed any attachments to the certification, including the MPO Joint Certification Statement document that must accompany the completed certification report. Once all the appropriate parties sign the MPO Joint Certification Statement, scan it and attach it to the completed certification in Part 2 Section 10: Attachments.

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

The final Certification Package should include Part 1, Part 2, and any required attachments and be transmitted to Central Office no later than June 1 of each year.

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Risk Assessment Process

Part 2 Section 1: Risk Assessment evaluates the requirements described in 2 CFR §200.332 (b)-(e), also expressed below. It is important to note that FDOT is the recipient and the MPOs are the subrecipient, meaning that FDOT, as the recipient of Federal-aid funds for the State, is responsible for ensuring that Federal-aid funds are expended in accordance with applicable laws and regulations.

> *(b) Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in paragraphs (d) and (e) of this section, which may include consideration of such factors as:*
>
> > *(1) The subrecipient's prior experience with the same or similar subawards;*
> >
> > *(2) The results of previous audits including whether the subrecipient receives a Single Audit in accordance with Subpart F—Audit Requirements of this part, and the extent to which the same or similar subaward has been audited as a major program;*
> >
> > *(3) Whether the subrecipient has new personnel or new or substantially changed systems; and*
> >
> > *(4) The extent and results of Federal awarding agency monitoring (e.g., if the subrecipient also receives Federal awards directly from a Federal awarding agency).*
>
> *(c) Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in §200.208.*
>
> *(d) Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:*
>
> > *(1) Reviewing financial and performance reports required by the pass-through entity.*

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(2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and written confirmation from the subrecipient, highlighting the status of actions planned or taken to address Single Audit findings related to the particular subaward.

(3) Issuing a management decision for audit findings pertaining to the Federal award provided to the subrecipient from the pass-through entity as required by §200.521.

(4) The pass-through entity is responsible for resolving audit findings specifically related to the subaward and not responsible for resolving crosscutting findings. If a subrecipient has a current Single Audit report posted in the Federal Audit Clearinghouse and has not otherwise been excluded from receipt of Federal funding (e.g., has been debarred or suspended), the pass-through entity may rely on the subrecipient's cognizant audit agency or cognizant oversight agency to perform audit follow-up and make management decisions related to cross-cutting findings in accordance with section §200.513(a)(3)(vii). Such reliance does not eliminate the responsibility of the pass-through entity to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.

(e) Depending upon the pass-through entity's assessment of risk posed by the subrecipient (as described in paragraph (b) of this section), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:

(1) Providing subrecipients with training and technical assistance on program-related matters; and

(2) Performing on-site reviews of the subrecipient's program operations;

(3) Arranging for agreed-upon-procedures engagements as described in §200.425.

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If an MPO receives a Management Decision as a result of the Single Audit, the MPO may be assigned the high-risk level.

After coordination with the Office of Policy Planning, any of the considerations in 2 CFR §200.331 (b) may result in an MPO being assigned the high-risk level.

The questions in Part 2 Section 1: Risk Assessment are quantified and scored to assign a level of risk for each MPO, which will be updated annually during the joint certification process. The results of the Risk Assessment determine the minimum frequency by which the MPO's supporting documentation for their invoices is reviewed by FDOT MPO Liaisons for the upcoming year. The Risk Assessment Scoring Sheet is available here on the MPO Partner Library. The frequency of review is based on the level of risk in **Table 1**.

Table 1. Risk Assessment Scoring

Score	Risk Level	Frequency of Monitoring
> 85 percent	Low	Annual
68 to < 84 percent	Moderate	Bi-annual
52 to < 68 percent	Elevated	Tri-annual
< 52 percent	High	Quarterly

The Risk Assessment that is part of this joint certification has two main components – the Certification phase and the Monitoring phase – and involves regular reviewing, checking, and surveillance.

1. Certification phase: the first step is to complete this Risk Assessment during the joint certification review, which runs from January 1 to June 1 *(The red arrow in **Figure 1**)*. During this 6-month period, a Risk Assessment is performed assessing the previous calendar year.
2. Monitoring phase: After the joint certification review has been completed, the Risk Assessment enters the Monitoring phase, where the MPO is monitored for a 12-month period starting on June 1 (*The green arrow, Year 1 in **Figure 1***) and ending on June 1 of the following year (*The green arrow, Year 2 in **Figure 1***).

This process takes 18 months in total. On January 1 of each year, the new Certification phase will begin, which will overlap with the previous year's Monitoring phase. **Figure 1** shows the timeline of Risk Assessment phases.

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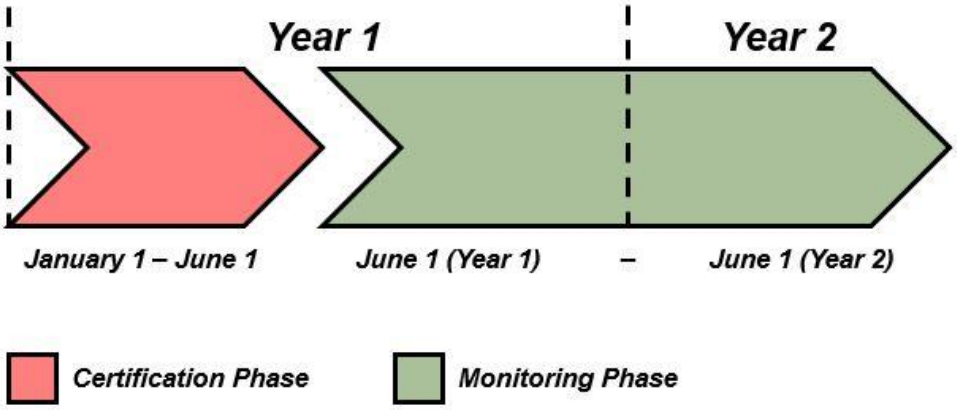
Figure 1. Risk Assessment: Certification and Monitoring Phases



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Part 2

Part 2 of the Joint Certification is to be completed by the District MPO Liaison.

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Part 2 Section 1: Risk Assessment

MPO Invoice Submittal

List all invoices and the dates that the invoices were submitted for reimbursement during the certification period in **Table 2** below.

Table 2. MPO Invoice Submittal Summary

Invoice #	Invoice Period	Date the Invoice was Forwarded to FDOT for Payment	Was the Invoice Submitted More than 90 days After the End of the Invoice Period? (Yes or No)
PL-5	7/1/21-9/30/21	12/30/21	N Stamped 12/30/21
SU-5	7/1/21-9/30/21	12/30/21	N, Stamped 12/30/21
PL-6	10/1/21-12/31/21	3/31/22	N, Stamped 3/31/22
SU-6	10/1/21-12/31/21	3/31/22	N, Stamped 3/31/22
PL-7	1/1/22-3/31/22	6/30/22	N, Stamped 6/30/22
SU-7	1/1/22-3/30/22	6/30/22	N, Stamped 6/30/22
PL-8	3/1/22-6/30/22	11/30/22	N, Stamped 11/30/22 Approved Ext by FHWA
SU-8	4/1/22-6/30/22	11/30/22	N, Stamped 11/30/22 Approved Ext by FHWA
CM-1	4/1/22-6/30/22	11/30/22	N, Stamped 11/30/22 Approved Ext by FHWA
MPO Invoice Submittal Total			
		Total Number of Invoices that were Submitted on Time	**9**
		Total Number of Invoices Submitted	**9**

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MPO Invoice Review Checklist

List all MPO Invoice Review Checklists that were completed in the certification period in **Table 3** and attach the checklists to this risk assessment. Identify the total number of materially significant finding questions that were correct on each MPO Invoice Review Checklist (i.e. checked yes). The MPO Invoice Review Checklist identifies questions that are considered materially significant with a red asterisk. Examples of materially significant findings include:

- Submitting unallowable, unreasonable or unnecessary expenses or corrections that affect the total amounts for paying out.
- Exceeding allocation or task budget.
- Submitting an invoice that is not reflected in the UPWP.
- Submitting an invoice that is out of the project scope.
- Submitting an invoice that is outside of the agreement period.
- Documenting budget status incorrectly.

Corrections or findings that are not considered materially significant do not warrant elevation of MPO risk. Examples of corrections or findings that are not considered materially significant include:

- Typos.
- Incorrect UPWP revision number.
- Incorrect invoice number.

Table 3. MPO Invoice Review Checklist Summary

MPO Invoice Review Checklist	Number of Correct Materially Significant Finding Questions
PL-5	7
SU-5	7
PL-6	7
SU-6	7
PL-7	7

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SU-7	7
PL-8	7
SU-8	7
CM-8	7
MPO Invoice Review Checklist Total	
Total Number of Materially Significant Finding Questions that were Correct	**63**

**Note: There are 7 materially significant questions per MPO Invoice Review Checklist.*

MPO Supporting Documentation Review Checklist

List all MPO Supporting Documentation Review Checklists that were completed in the certification period in **Table 4** and attach the checklists and supporting documentation to this risk assessment. Identify the total number of materially significant finding questions that were correct on each MPO Supporting Documentation Review Checklist (i.e. checked yes). The MPO Supporting Documentation Review Checklist identifies questions that are considered materially significant with a red asterisk. Examples of materially significant findings include:

- Submitting an invoice with charges that are not on the Itemized Expenditure Detail Report.
- Submitting an invoice with an expense that is not allowable.
- Failing to submit supporting documentation, such as documentation that shows the invoice was paid.
- Submitting travel charges that do not comply with the MPO's travel policy.

Table 4. MPO Supporting Documentation Review Checklist Summary

MPO Supporting Documentation Review Checklist	Number of Correct Materially Significant Finding Questions
Completed January 2023	25

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MPO Supporting Documentation Review Checklist Total	
Total Number of Materially Significant Finding Questions that were Correct	**25**

**Note: There are 25 materially significant questions per MPO Supporting Documentation Review Checklist.*

Technical Memorandum 19-04: Incurred Cost and Invoicing Practices

Were incurred costs billed appropriately at the end of the contract period?

Please Check: Yes ☒ **No** ☐ **N/A** ☐

Risk Assessment Score

Please use the Risk Assessment worksheet to calculate the MPO's risk score. Use **Table 5** as a guide for the selecting the MPO's risk level.

Table 5. Risk Assessment Scoring

Score	Risk Level	Frequency of Monitoring
> 85 percent	Low	Annual
68 to < 84 percent	Moderate	Bi-annual
52 to < 68 percent	Elevated	Tri-annual
< 52 percent	High	Quarterly

Risk Assessment Percentage: 100

Level of Risk: **Low**

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Part 2 Section 2: Long-Range Transportation Plan (LRTP)

Did the MPO adopt a new LRTP in the year that this certification is addressing?

Please Check: Yes ☐ No ☐

If yes, please ensure any correspondence or comments related to the draft and final LRTP and the LRTP checklist used by Central Office and the District are in the MPO Document Portal or attach it to Part 2 Section 10: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

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Part 2 Section 3: Transportation Improvement Program (TIP)

Did the MPO update their TIP in the year that this certification is addressing?

Please Check: Yes ☒ No ☐

If yes, please ensure any correspondence or comments related to the draft and final TIP and the TIP checklist used by Central Office and the District are in the MPO Document Portal or attach it to Part 2 Section 10: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

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Part 2 Section 4: Unified Planning Work Program (UPWP)

Did the MPO adopt a new UPWP in the year that this certification is addressing?

Please Check: Yes ☒ **No** ☐

If yes, please ensure any correspondence or comments related to the draft and final UPWP and the UPWP checklist used by Central Office and the District are in the MPO Document Portal or attach it to Part 2 Section 10: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

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Part 2 Section 5: Clean Air Act

The requirements of Sections 174 and 176 (c) and (d) of the Clean Air Act.

The Clean Air Act requirements affecting transportation only applies to areas designated nonattainment and maintenance for the National Ambient Air Quality Standards (NAAQS). Florida currently is attaining all NAAQS. No certification questions are required at this time. In the event the Environmental Protection Agency issues revised NAAQS, this section may require revision.

Title(s) of Attachment(s)

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Part 2 Section 6: Technical Memorandum 19-03REV: Documentation of FHWA PL and Non-PL Funding

Did the MPO identify all FHWA Planning Funds (PL and non-PL) in the TIP?

Please Check: Yes ☒ **No** ☐ **N/A** ☐

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Part 2 Section 7: MPO Procurement and Contract Review

To evaluate existing DBE reporting requirements, choose one professional services procurement package and contract between the MPO and a third party to answer the following questions. If the answer to any of the questions is no, there is no penalty to the MPO. FDOT is using this information to determine technical support and training for the MPOs. Any new procurements after July 1, 2022 must be complaint with the existing DBE reporting requirements.

1. Are the procurement package (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contract free from geographical preferences or bidding restrictions based on the physical location of the bidding firm or where it is domiciled?

   Please Check: Yes ☐ **No** ☐ **N/A** ☒

2. Are the procurement package (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contract free of points or award preferences for using DBEs, MBEs, WBEs, SBEs, VBEs or any other business program not approved for use by FHWA or FDOT?

   Please Check: Yes ☐ **No** ☐ **N/A** ☒

3. Does the contract only permit the use of the approved FDOT race-neutral program?

   Please Check: Yes ☐ **No** ☐ **N/A** ☒

4. Does the contract specify the race neutral or ‘aspirational’ goal of 10.65%?

   Please Check: Yes ☐ **No** ☐ **N/A** ☒

5. Is the contract free of sanctions or other compliance remedies for failing to achieve the race-neutral DBE goal?

   Please Check: Yes ☐ **No** ☐ **N/A** ☒

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6. Does the contract contain required civil rights clauses, including:
    a. Nondiscrimination in contracting statement (49 CFR 26.13)
    b. Title VI nondiscrimination clauses Appendices A and E (DBE Nondiscrimination Assurance & 49 CFR 21)
    c. FDOT DBE specifications

Please Check: Yes ☐ **No** ☐ **N/A** ☒

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Part 2 Section 8: District Questions

The District may ask up to five questions at their own discretion based on experience interacting with the MPO that were not included in the sections above. Please fill in the question(s), and the response in the blanks below. This section is optional and may cover any topic area of which the District would like more information.

1. Question

PLEASE EXPLAIN

2. Question

PLEASE EXPLAIN

3. Question

PLEASE EXPLAIN

4. Question

PLEASE EXPLAIN

5. Question

PLEASE EXPLAIN

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Part 2 Section 9: Recommendations and Corrective Actions

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board. The District may identify recommendations and corrective actions based on the information in this review, any critical comments, or to ensure compliance with federal regulation. The corrective action should include a date by which the problem must be corrected by the MPO.

Status of Recommendations and/or Corrective Actions from Prior Certifications

PLEASE EXPLAIN

Recommendations

PLEASE EXPLAIN

Corrective Actions

PLEASE EXPLAIN

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Part 2 Section 10: Attachments

Please attach any documents required from the sections above or other certification related documents here or through the MPO Document Portal. Please also sign and attached the MPO Joint Certification Statement.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

June 19, 2023

AGENDA ITEM 6A

FISCAL YEAR 2024 – FISCAL YEAR 2028 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) ADOPTION

TYPE OF ITEM: Roll Call Vote

STATEMENT OF ISSUE

The Capital Region Transportation Planning Agency (CRTPA) Fiscal Year (FY) 2024 – FY 2028 Transportation Improvement Program (TIP) has been developed for Board adoption by Resolution 2023-06-6A (***Attachment 1***). The FY 2024– FY 2028 TIP is provided as ***Attachment 2*** and can be viewed on the CRTPA's website.

CRTPA COMMITTEE ACTIONS

The Citizen's Multimodal Advisory Committee (CMAC) and the Technical Advisory Committee (TAC) met on June 6, 2023 and recommended Board adoption of the FY 2024 – FY 2028 TIP.

BACKGROUND

The purpose of the TIP is to inform the public and governmental agencies of transportation projects (planning through construction) that have received funding during the next five-year period (FY 2024–FY 2028) within the Capital Region (Gadsden, Jefferson, Leon, and Wakulla counties).

The CRTPA Transportation Improvement Program identifies regional transportation projects (roadway, bicycle and pedestrian, transportation systems management, transportation enhancement, public transportation, aviation, resurfacing and bridge projects) that have received funding in the Florida Department of Transportation's (FDOT) Draft Five-Year Work Program. The TIP is developed in accordance with 23 U.S.C. 134(h), 23 CFR 450 and Chapter 339.175(7), F.S., and is one of the annual requirements of the metropolitan transportation planning process for the CRTPA.

PUBLIC INVOLVEMENT

The Capital Region Transportation Planning Agency (CRTPA) conducted a virtual and an in-person public meeting at the Havana Community Center to present the Draft FY 2024 – FY 2028 TIP and the FY 2025 – FY 2029 Project Priority Lists (PPLs). These meetings provided the public an opportunity to learn about the CRTPA's programs and plans. Comment is solicited for both the TIP and PPLs. An advertisement was placed in the local paper of circulation for each county, as well posting the notice on the CRTPA website. The notice was distributed to the CRTPA's committees and the Board, the Community Traffic Safety Teams in the four-counties, and the contact list of stakeholders and citizens maintained by the CRTPA. Appendix G of the FY 2024– FY 2028 TIP documents these efforts.

Both the virtual and in-person meetings were well attended. Approximately 40 people participated in the virtual public meeting and 20 people attended the in-person meeting. Comments on the FY 2024– FY 2028 TIP and the CRTPA's FY 2025 – 2029 PPLs were received via email, through the CRTPA's website "Contact Us" form, and on forms provided at the in-person meeting. Comments received through June 12, 2023 are provided in ***Attachment 3***. Appendix G of the FY 2024– FY 2028 TIP documents the public involvement activity and is updated to include comments as received.

NEXT STEP

Subsequent to CRTPA Board adoption of the TIP, staff will transmit the document to state and federal review agencies.

RECOMMENDED ACTION

Option 1: Recommend the CRTPA Board adopt by Resolution No. 2023-06-6A the FY 2024– FY 2028 Transportation Improvement Program.
(Recommended)

Option 2: Provide other direction.

ATTACHMENTS

Attachment 1: Resolution No. 2023-06-6A
Attachment 2: Link to Draft FY 2024 – FY 2028 Transportation Improvement Program
Attachment 3: Public comments received as of June 12, 2023

ATTACHMENT 1

CRTPA RESOLUTION 2023-06-6A

A RESOLUTION OF THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (CRTPA) ENDORSING THE FY 2024 – FY 2028 TRANSPORTATION IMPROVEMENT PROGRAM

Whereas, the Capital Region Transportation Planning Agency (CRTPA) is the organization designated by the Governor of Florida on August 17, 2004 together with the State of Florida, for carrying out provisions of 23 U.S.C. 134 (h) and (i)(2), (3) and (4); CFR 450.324, 326, 328, 330, and 332; and FS 339.175 (5) and (7); and

Whereas, the Transportation Improvement Program (TIP) shall be endorsed annually by the CRTPA and submitted to the Governor of the State of Florida, to the Federal Transit Administration, and to the Federal Highway Administration, through the State of Florida;

NOW, THEREFORE LET IT BE RESOLVED BY THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (CRTPA) THAT:

1. The Fiscal Year 2024 through Fiscal Year 2028 Transportation Improvement Program is hereby endorsed as an accurate representation of the region's transportation effort as developed through a continuing, cooperative, and comprehensive process that provided consideration to all transportation modes in accordance with the metropolitan planning provisions of U.S.C. 134;

2. The CRTPA authorizes the Chair to sign the State of Florida certification statement, which must be submitted annually with the TIP;

3. In order to expedite amendments to the TIP, the CRTPA authorizes the Executive Director to administratively approve airport project amendments which do not materially affect surface transportation traffic volumes or traffic distribution in the vicinity of the subject airport;

4. The CRTPA also authorizes the Executive Director to administratively approve project amendments to the TIP which do not meet any of the four (4) criteria which require a formal tip amendment listed in Chapter 5, Section 8 of the Florida Department of Transportation's Metropolitan Planning Organization Program Management Handbook; and

5. The CRTPA requires the Executive Director to inform the CRTPA of all TIP amendments approved under these authorizations quarterly.

Passed and duly adopted by the Capital Region Transportation Planning Agency (CRTPA) on this 19th day of June 2023.

Capital Region Transportation Planning Agency

Attest:

By: _____
Rick Minor, Chairman

_____
Greg Slay, Executive Director

From: CRTPA Website
To: Burke, Greg; Kostrzewa, Jack; Mitchell, Yulonda; Slay, Greg; Lex, Suzanne
Subject: Draft TA PPL
Date: Thursday, March 16, 2023 2:46:40 PM

EXTERNAL EMAIL
Please report any suspicious attachments, links, or requests for sensitive information.

Name: Craig
Last: Diamond
Email: cjdiamond@comcast.net
Subject: Draft TA PPL
Message: I support both the Paul Russell Road Sidewalk Project and the Spring Creek Highway Paved Off Road Multi-Use Path. I trust there is budget for both -- but if not, then I endorse the Priority 1 project.

From: Slay, Greg
To: beachman14@gmail.com
Cc: Tedder, Wayne
Subject: RE: Ox Bottom Road and Velda Dairy
Date: Thursday, May 25, 2023 4:33:19 PM

Mr. Newman –

Thank you for your comment. The Ox Bottom Road/Velda Dairy Road intersection was submitted to our agency by the City of Tallahassee for inclusion on our Transportation Systems Management (TSM) Project Priority List. Annually, the CRTPA submits a series of project priority lists to FDOT for funding consideration. Our current slate of priorities are scheduled for adoption on June 19, 2023. Your comment will be included in the packet presented to the CRTPA Board. At complete list of our priorities can be viewed at https://crtpa.org/wp-content/uploads/25-29_PPL_5.31.23-Meeting.pdf .

Since our office was not involved with the development of this project, I have copied Wayne Tedder, Assistant City Manager, so that he can provide more specific details on this particular one.

If you have any questions, just let me know.

Greg

Greg Slay, AICP
Executive Director
Office: (850)891-8630
Mobile: (850)694-1440
www.crtpa.org

-----Original Message-----
From: CRTPA Website <donotreply@crtpa.org>
Sent: Wednesday, May 24, 2023 4:48 PM
To: Burke, Greg <Greg.Burke@talgov.com>; Kostrzewa, Jack <John.Kostrzewa@talgov.com>; Mitchell, Yulonda <Yulonda.Mitchell@talgov.com>; Slay, Greg <Greg.Slay@talgov.com>; Lex, Suzanne <Suzanne.Lex@talgov.com>
Subject: Ox Bottom Road and Velda Dairy

EXTERNAL EMAIL
Please report any suspicious attachments, links, or requests for sensitive information.

Name: Mark
Last: Newman
Email: beachman14@gmail.com
Subject: Ox Bottom Road and Velda Dairy
Message: I was reading an article about a proposal to connect Ox Bottom Road with Velda Dairy Road. I live in the Ox Bottom area and I am opposed to this proposal. Unless there is a traffic light for this new intersection, I am concerned that anyone trying to cross Thomasville Road will just cause more congestion for travelers on the two afore-mentioned roads as it is nearly impossible to cross. And a new traffic light there would be too close to the light at Kerry Forest, causing more congestion on Thomasville Road. Connecting Ox Bottom Road with Kerry Forest and adding a traffic light was a great idea. Connecting Ox Bottom Road with Velda Dairy is not.

From: Mark Newman
To: Tedder, Wayne
Cc: Jumonville, Karen; Lex, Suzanne; Shafer, Steve; Slay, Greg
Subject: Re: Ox Bottom Road and Velda Dairy
Date: Friday, May 26, 2023 6:24:57 AM

*****EXTERNAL EMAIL*****
Please report any suspicious attachments, links, or requests for sensitive information.

Thank you.

On Thu, May 25, 2023 at 10:05 PM Tedder, Wayne <Wayne.Tedder@talgov.com> wrote:

> Mr. Newman,
>
> The intersection improvement will assist the already congested traffic network by providing alternative routes. For instance, as you pointed out, the intersection at Kerry Forest and Thomasville Road already has a substantial amount of congestion during the peak hours. The realigned Ox Bottom and Velda Dairy Road will relieve this intersection. In particular, traffic going to and from the Desoto Trail Elementary School will have a more efficient transportation network with the new signalized full movement intersection. This is just one example I can think of at the moment. Let me know if I can answer any additional questions.
>
> Thanks,
>
> **Wayne Tedder, AICP**
> Assistant City Manager
> City of Tallahassee
> O 850-891-8328 **I** C 850-567-4328
>
>> On May 25, 2023, at 5:45 PM, Mark Newman <beachman14@gmail.com> wrote:
>>
>> *****EXTERNAL EMAIL*****
>> Please report any suspicious attachments, links, or requests for sensitive information.
>>
>> Mr. Tedder,
>>
>> Thank you for your response. A traffic signal that is synced with the one at Kerry Forrest is probably the only workable approach, so I am glad to hear that. I appreciate the information.
>>
>> Out of curiosity, I would like to understand how it was determined that this project is needed. I have observed very few people turning onto Velda Dairy from Thomasville Road. Are people requesting a light to facilitate turning left onto Thomasville Road from Ox Bottom and Velda Dairy?

Thank you again for your response.

Mark Newman

On Thu, May 25, 2023 at 5:36 PM Tedder, Wayne <Wayne.Tedder@talgov.com> wrote:

> Mr. Newman,
>
> The current proposal to align Ox Bottom Road and Velda Dairy Road will require a traffic signal. The signals at Kerry Forrest and the new intersection alignment will be synced as necessary to maximize traffic flow efficiency and reduce congestion.
>
> Thanks,
>
> **Wayne Tedder, AICP**
>
> Assistant City Manager
>
> City of Tallahassee
>
> (O) 850-891-8328 ***I*** (C) 850-567-4328
>
> **From:** CRTPA Website <donotreply@crtpa.org>
> **Date:** May 24, 2023 at 4:48:08 PM EDT
> **To:** "Burke, Greg" <Greg.Burke@talgov.com>, "Kostrzewa, Jack" <John.Kostrzewa@talgov.com>, "Mitchell, Yulonda" <Yulonda.Mitchell@talgov.com>, "Slay, Greg" <Greg.Slay@talgov.com>, "Lex, Suzanne" <Suzanne.Lex@talgov.com>
> **Subject: Ox Bottom Road and Velda Dairy**
> **Reply-To:** beachman14@gmail.com
>
> ***EXTERNAL EMAIL***
> Please report any suspicious attachments, links, or requests for sensitive information.

Name: Mark
Last: Newman
Email: beachman14@gmail.com
Subject: Ox Bottom Road and Velda Dairy
Message: I was reading an article about a proposal to connect Ox Bottom Road with Velda Dairy Road. I live in the Ox Bottom area and I am opposed to this proposal. Unless there is a traffic light for this new intersection, I am concerned that anyone trying to cross Thomasville Road will just cause more congestion for travelers on the two afore-mentioned roads as it is nearly impossible to cross. And a new traffic light there would be too close to the light at Kerry Forest, causing more congestion on Thomasville Road. Connecting Ox Bottom Road with Kerry Forest and adding a traffic light was a great idea. Connecting Ox Bottom Road with Velda Dairy is not.

From: John Outland
To: Lex, Suzanne
Subject: Re: Agenda Item 6A US 90 (from Pedrick Road to Jefferson County Line) (Leon County):
Date: Tuesday, May 16, 2023 10:32:26 AM

*****EXTERNAL EMAIL*****
Please report any suspicious attachments, links, or requests for sensitive information.

Thank you.

Get Outlook for Android

From: Lex, Suzanne <Suzanne.Lex@talgov.com>
Sent: Tuesday, May 16, 2023 9:21:49 AM
To: outlandjb@hotmail.com <outlandjb@hotmail.com>
Cc: Burke, Greg <Greg.Burke@talgov.com>; Kostrzewa, Jack <John.Kostrzewa@talgov.com>; Mitchell, Yulonda <Yulonda.Mitchell@talgov.com>; Slay, Greg <Greg.Slay@talgov.com>
Subject: RE: Agenda Item 6A US 90 (from Pedrick Road to Jefferson County Line) (Leon County):

Mr. Outland,

Thank you for your comments. I will include your email in the Public Involvement Section of the FY 2024 - FY 2028 Transportation Improvement Program, scheduled to be adopted at the June 19th CRTPA Meeting.

Best Regards,
Suzanne

Suzanne K. Lex, AICP
300 South Adams Street
Tallahassee, FL 32301
Desk (850) 891-8627
Suzanne.Lex@crtpa.org

CRTPA | Capital Region Transportation Planning Agency

-----Original Message-----
From: CRTPA Website <donotreply@crtpa.org>
Sent: Monday, May 15, 2023 4:49 PM
To: Burke, Greg <Greg.Burke@talgov.com>; Kostrzewa, Jack <John.Kostrzewa@talgov.com>; Mitchell, Yulonda <Yulonda.Mitchell@talgov.com>; Slay, Greg <Greg.Slay@talgov.com>; Lex, Suzanne <Suzanne.Lex@talgov.com>
Subject: Agenda Item 6A US 90 (from Pedrick Road to Jefferson County Line) (Leon County):

EXTERNAL EMAIL
Please report any suspicious attachments, links, or requests for sensitive information.

Name: John
Last: Outland

Email: outlandjb@hotmail.com
Subject: Agenda Item 6A US 90 (from Pedrick Road to Jefferson County Line) (Leon County):
Message: The project appears to be only a part of the multi-use trail project that is ultimately aimed to end near Monticello. The piecemeal process fails to evaluate the full environmental, road hazard and encroachment into rural community aspects of such a trail. I have previously commented on these adverse effects several times in the past.

Moreover, a $1.52M PDE cost for this piece of the trail is misleading as the full cost and impacts to the environment, safety concerns and encroachment into rural areas could be expected to add several million dollars to the project cost. The geographical features of this route containing severe grades, wetlands, streams, creeks, forested areas and important fish and wildlife habitat are well documented and should not be dismissed by stating that "mitigation" will be used offset environmental damage. Mitigation never replaces what is lost!

"US 90 (from Pedrick Road to Jefferson County Line) (Leon County): Add project and programmed costs to develop Project Development & Environment (PD&E) Study for the US 90 Multi-Use Trail in FY 24. ($1.52 million) (Attachment 6)"

Regional Trails Project Priority No. 3

Capital Region Transportation Planning Agency
FY 2024 - FY 2028 Project Priority Lists
COMMENT FORM
~~FY~~ 2024 - FY 2028 Transportation Impro~~vement Program &~~ FY 2025 - FY 2029 Project Priority Li ts

NAME: John Dunn 819 Shady Rest Havana, Fl

HAVANA → Tallahassee Trail

is a priority for me

Capital Region Transportation Planning Agency
Gadsden County Public Meeting
Town of Havana
June 1, 2023 -11:30 am - 1:30 pm

FY 2024 - FY 2028 Transportation Improvement Program & FY 2025 - FY 2029 Project Priority Lists
COMMENT FORM

NAME: Peter Kerwin

Thank you, the meeting was very well-run and informative and covered a lot of ideas about improving transportation in Havana. We all need to KEEP TRYING and do our best to move ahead with making this a better place to live. Thanks.

June 19, 2023

AGENDA ITEM 7 A

CRTPA SS4A SAFETY ACTION PLAN

TYPE OF ITEM: Action

STATEMENT OF ISSUE

Staff is seeking approval of the CRTPA Safe Streets and Roads for All (SS4A) Safety Action Plan.

CRTPA COMMITTEE ACTIONS

Technical Advisory Committee (TAC)
The CRTPA Technical Advisory Committee, at their June 6, 2023 meeting, voted unanimously to recommend the CRTPA approve the CRTPA Safe Streets and Roads For All (SS4A) Safety Action Plan.

Citizens Multimodal Advisory Committee (CMAC)
The CRTPA's Citizen's Multimodal Advisory Committee, at their June 6, 2023 meeting, unanimously recommended the CRTPA approve the CRTPA Safe Streets and Roads For All (SS4A) Safety Action Plan.

RECOMMENDED ACTION

Option 1: Adopt the CRTPA Safe Streets and Roads For All (SS4A) Safety Action Plan.

BACKGROUND

In September of 2022, CRTPA staff and Kimley-Horn and Associates (the Project Team) initiated the Safe Streets and Roads for All (SS4A) Safety Action Plan. The plan is in response to the Federal DOT's release of a Notice of Funding Opportunity (NOFO) to address safety issues relating to serious injuries, fatalities, and equity within the transportation system. This process was divided into two components for potential funding including Action Plan Grants and Implementation Grants. As an annual allocation for the years of 2022 – 2026, Action Plan Grants across the nation would be allocated $400M while Implementation Grants are allocated $600M, in total, $1B annually spent on transportation studies and projects.

Given the short period of to be eligible for Implementation Grants, the CRTPA Board approved an amendment to the budget to bypass the Action Plan Grant process and fund the Safety Action Plan to

ensure that locals governments in the Capital Region be eligible in the second year (with a submittal of July 10, 2023) of the Implementation Grant process.

The remainder of the agenda is dedicated to outlining the process for developing the Safety Action Plan with more detail provide within the plan itself.

CRTPA SAFETY ACTION PLAN

Chapter 1 – Introduction (CRTPA Safety Action Plan Pages 1 – 9)

This Action Plan was developed using the SS4A program requirements with a local flavor to ensure that the needs of unique communities are met and align with ongoing initiatives. This is intended to be a living document that strategically outlines projects and priorities for implementation throughout the region with the assistance of the CRTPA's transportation partners.

Chapter 2 - Safety Analysis (CRTPA Safety Action Plan Pages 10 – 28)

The Safety Analysis is based on historic crash data from 2017 – 2021 focusing on fatalities and serious injuries. This data was developed for the Congestion Management Plan and utilized for the CRTPA Safety Action Plan for consistency. A review of the data provided details regarding Crash Types, Environmental Circumstances, Temporal Patterns, Demographic Patterns, a Bicycle and Pedestrian Summary, County Crash Summaries, a High Injury Network (Vulnerable Users, Overall High-Injury, and a Hot Spot Intersection Analysis). Lastly, this information is critical towards understanding the who, what, when, where and how behind crashes on the transportation system to develop countermeasures and recommendations for improvements based on crash patterns.

This chapter includes data for each county within the CRTPA Region as was as a cumulative assessment of the region itself. Additionally, the High Injury Network segments and intersections are included in table and map form.

Chapter 3 – Equity Considerations (CRTPA Safety Action Plan Pages 29 – 33)

The Safe Streets and Roads Program is heavily weighted to address equity within the transportation system in conjunction with the High Injury Network. The analysis for Equity involved the utilization of existing datasets including Historically Disadvantaged Communities, Areas of Persistent Poverty, and Minority Populations.

The Equity data and the High Injury Network data serve as the basis for identifying a network of potential improvements to address utilizing the SS4A Grant funding.

Chapter 4 – Public Engagement (CRTPA Safety Action Plan Pages 34 – 37)

The Public Engagement for this project included the utilization of the following:

Task Force – Each and every county in Florida has a Community Traffic Safety Team of CTST that is comprised of various professionals and citizens interested in the safety of the transportation system with typical involvement from law enforcement, public works departments, planners, FDOT, emergency services, etc.. The Project Team met with the CTSTs in the region to present and discuss the grant opportunities but also the results from the development of the High Injury Network and Equity components of the Plan.

Stakeholders – Additional input was sought from local agencies to assist with project identification including FDOT, City of Tallahassee Public Infrastructure, Leon County Public Works, Blueprint Intergovernmental Agency, FSU Transportation and Parking Services, and FAMU Facilities, Planning, Construction and Safety.

Public Engagement – Getting information and feedback for citizens helped identify what areas that saw as safety issues within the region. These efforts focused on major events such as the Tallahassee Winter Festival, Havana Winterfest, Tallahassee Marathon Expo, and the Dirty Pecan Bicycle Ride. At these events the public provided input via survey instrument and mapping tool on their phones. Collectively, these events garnered 519 respondents.

Additionally, a Virtual Meeting will be held on June 15, 2023 from 6 PM to 8 PM to receive comments and answer question regarding the Draft CRTPA Safety Action Plan Report.

Chapter 5 – Project Prioritization and Recommendations (CRTPA Safety Action Plan Pages 38 – 51)

Project Prioritization – Via the CTSTs, the Project Team collected over 500 projects that were evaluated against developed criteria that assessed each project based on how it measured against the SS4A Criteria, Safety and Equity based criteria, Multimodalism, and Public Engagement. The top 10 projects from each organization that submitted projects are shown in the report with the remainder in the Appendix.

Strategies - The strategies are reflective of safety concerns identified through data collection, crash analysis, and public and stakeholder engagement. An assessment of current policies and plans in the four-county region was completed to identify opportunities to improve processes and develop strategies that are reflective of the region's needs. These strategies and actions reflect this assessment and implementation of these strategies will range from Short (1-3 years) to Medium (3-5 years) to Long (5 or more years).

Through the projects and strategies identified in the plan, the CRTPA and its partners are dedicated to a Safe System Approach to roadway safety that seeks to prevent these deadly crashes through a framework that includes Safe Road Users, Safe Vehicles, and Safe Speeds.

Safe People – Prioritize the safety of all road users, including those who walk, bike, drive, ride transit, and travel by other modes.

Safe Roads – Design, construct, or retrofit roadways to promote safer travel, mitigate human error, and limit the severity of injuries.

Safe Speeds – Promote safer speeds on roadways through appropriate design, signage, outreach campaigns, and enforcement.

Chapter 6 – Progress and Transparency (CRTPA Safety Action Plan Pages 52 – 54)

The CRTPA Safety Action Plan is intended to be an evolving document. While the Safe Streets and Roads for All program spurred the region into action, safety has long been at the forefront of local initiatives. This chapter provides a variety of high-level strategies and projects to move forward in pursuit of the region's long-term safety goal of zero roadway fatalities and serious injuries by the year 2040.

Advocacy – This strategy encourages:

- The CRTPA and the Community Safety Traffic Teams to meet regularly and discuss Safety Action Plan related recommendations, projects, and strategies,
- The Community Safety Traffic Teams to continue advocating for recommendations, projects, and strategies within their agencies and local communities, and
- The CRTPA will continue to pursue safety as an overarching theme in all projects per requirements from the Department of Transportation.

Data Maintenance – The focus of this strategy is to ensure that:

- The CRTPA maintains and updates crash data regularly and makes it accessible to the public.

Plan Implementation – The CRTPA will ensure that:

- Strategies outlined in this plan are being considered and implemented by local partner agencies,
- Projects identified in the Safety Action Plan and prioritized using safety-related metrics are pursued, and
- Consideration be given to pursuing grant funds through the Safe Streets and Roads for All program to fund projects on the High Injury Network (HIN).

Transparency and Reporting – The CRTPA will:

- Complete regular reporting and documentation to ensure the plan is current and remains actionable.

NEXT STEPS

After the CRTPA Safety Plan is approved by the CRTPA Board, staff will assist local transportation partners in developing Implementation Grant applications for funding.

RECOMMENDED ACTION

Option 1: Adoption the CRTPA Safe Streets and Roads For All (SS4A) Safety Action Plan. (Recommended)

Option 2: CRTPA Board Discretion.

June 19, 2023

AGENDA ITEM 7B

FISCAL YEAR 2025 – FISCAL YEAR 2029 PROJECT PRIORITY LISTS

TYPE OF ITEM: Action

STATEMENT OF ISSUE

Staff is seeking approval of the Fiscal Year 2025 – FY 2029 Project Priority Lists (PPL), as detailed in the following ***Attachments 1 through 8*** .

Attachment 1: Regional Mobility Plan Roadways Project Priority List
Attachment 2: Bicycle and Pedestrian Project Priority List
Attachment 3: Regional Trails Project Priority List
Attachment 4: Transportation Systems Management (TSM) and Safety Project Priority List
Attachment 5: Intelligent Transportation Systems (ITS) Project Priority List
Attachment 6: Tallahassee International Airport Project Priority List
Attachment 7: StarMetro Project Priority List
Attachment 8: Urban Attributable Allocations Project Priority List

CRTPA COMMITTEE ACTIONS

The Citizen's Multimodal Advisory Committee (CMAC) and the Technical Advisory Committee (TAC) met on June 6, 2023 and recommended Board adoption of the FY 2025– FY 2029 Project Priority Lists, with the exception of the Urban Area Attributable PPL, which is introduced this year.

BACKGROUND

The CRTPA annually adopts project priority lists that identify the ranked order of projects for which the agency is seeking transportation funding. Projects lists are developed for all modes of transportation. The CRTPA develops these lists in coordination with our modal partners, StarMetro and the Tallahassee International Airport, and state and local governments. Projects contained on the lists are established in the Connections 2045 Regional Mobility Plan; StarMetro's Transit Development Plan; Tallahassee International Airport's Aviation Master Plan; Regional Transportation Management Center's Intelligent Transportation Master Plan; and safety and multi-modal plans adopted by local governments in the CRTPA Region. An additional PPL is introduced prioritizing the annual allocation of Urban Attributable (SU) and the Carbon Reduction Program (CRP) funds which will be allocated for a five-year period under the Bipartisan Infrastructure Law.

BACKGROUND *(CONT.)*

Once adopted, the lists are provided to the Florida Department of Transportation (FDOT). When developing next year's Five-Year Work Program, FDOT consults the adopted CRTPA Project Priority Lists. In addition, funding for these projects may be secured through federal discretionary grant programs or earmarks. Identifying a project as a priority supports the application for such awards.

PUBLIC INVOLVEMENT

The Capital Region Transportation Planning Agency (CRTPA) conducted a virtual meeting and an in-person public meeting to present the Draft FY 2025 – FY 2029 Project Priority Lists (PPLs) and the FY 2024 – FY 2028 Transportation Improvement Plan (TIP). These meetings provide the public an opportunity to learn about the CRTPA's projects and plans. Comment is solicited for both the PPLs and the TIP. An advertisement was placed in the local paper of circulation for each county, as well posting the notice on the CRTPA website. The notice was distributed to the CRTPA's committees and the Board, the Community Traffic Safety Teams in the four-counties, and the contact list of stakeholders and citizens maintained by the CRTPA. Comments received are included in Appendix G of the FY 2024– FY 2028 TIP, which also documents the public involvement activity.

NEXT STEPS

Subsequent Board adoption of the CRTPA FY 2025 – FY 2029 PPLs, the lists are provided to the FDOT for consideration in the development of next year's Five-Year Work Program. In the fall of 2023, the FDOT will present the Draft Tentative Work Program for FY 2025 – FY 2029. After the Draft Tentative Work Program is released CRTPA staff initiates development of the CRTPA's FY 2025 – FY 2029 Transportation Improvement Program, incorporating the transportation projects in the CRTPA region that have received federal, state, and local funding.

RECOMMENDED ACTION

Option 1: Recommend the Board approve the draft FY 2025– FY 2029 Project Priority Lists provided in ***Attachment Nos. 1 through 8***.
(Recommended)

Option 2: Provide other direction.

ATTACHMENTS

Attachment 1: FY 2025 – FY 2029 Regional Mobility Plan Roadways PPL
Attachment 2: FY 2025 – FY 2029 Bicycle and Pedestrian PPL
Attachment 3: FY 2025 – FY 2029 Regional Trails Project Priority List
Attachment 4: FY 2025 – FY 2029 Transportation Systems Management (TSM) and Safety PPL
Attachment 5: FY 2025 – FY 2029 Intelligent Transportation Systems (ITS) PPL
Attachment 6: FY 2025 – FY 2029 Tallahassee International Airport PPL
Attachment 7: FY 2025 – FY 2029 StarMetro PPL
Attachment 8: FY 2025 – FY 2029 Urban Attributable Allocations PPL

Capital Region Transportation Planning Agency

Fiscal Year 2025 - Fiscal Year 2029
Roadway and Capacity

Project Priority List: CRTPA Meeting 6/19/23

PRIORITY NO.	PROJECT	[1]PHASE & FUNDING PROGRAMMED						LENGTH	IMPROV.	NEXT PHASE	COST ESTIMATE	FUTURE PHASE	COST ESTIMATE
		PHASE	FY 24	FY 25	FY 26	FY 27	FY 28						
1	Woodville Highway (SR 363)								Add 2 lanes/multi-modal				
	Capital Circle SE to Gaile Ave	-	-	-	-	-	-	1.49		ROW	$5.99 M	CST/CEI	$31.01 M
	Gaile Ave to Paul Russell Rd	-	-	-	-	-	-	1.48		ROW	$6.48 M	CST/CEI	$15.36 M
	FPN: 424009-4,-5	*To date $2.29 M expended on ROW.*								*Cost to complete the project - $58,750,000*			
2	Capital Circle SW (SR 263)								Add 4 lanes/multi-modal				
	Crawfordville Rd to Springhill Rd	ROW	$3.25 M	$2.77 M	-	-	-	2.34		ROW	$8.63 M	CST/CEI	$57.2 M
	FPN: 219722-5	*To date $20.73 M expended or programmend on ROW.*								*Cost to complete the project - $65.8 M*			
3	Crawfordville Road (US 319)								Add 2 lanes/multi-modal				
	Wakulla Arran Rd to East Ivan Rd	PE	$1.43 M	-	-	-	-	2.2		ROW	$38.23 M	CST/CEI	$40.08 M
	FPN: 450896-2	*To date $2.29 M expended on ROW.*								*Cost to complete the project - $78.3 M*			
4	Orange Avenue (SR 371)								Add 2 lanes/multi-modal				
	Cypress Lake St to Monroe St	-	-	-	-	-	-	1.7		ROW	$34.93 M	CST/CEI	$53.78 M
	S Lake Bradford Rd to Cypress Lake	-	-	-	-	-	-	1.2		ROW	$16.6 M	CST/CEI	$20.9 M
	CCSW to S Lake Bradford Rd	-	-	-	-	-	-	1.6	Multi-modal	ROW	$12.97 M	CST/CEI	$21.7 M
	FPN: 437902-4, -3									*Cost to complete the project - $160.8 M*			
5	Crawfordville Road (US 319)								Add 2 lanes/multi-modal				
	LL Wallace Rd to S of SR61 Int.	-	-	-	-	-	-	1.61		ROW	$1.61 M	CST/CEI	$22.41 M
	Wakulla Co Line to LL Wallace Rd	-	-	-	-	-	-	1.69		ROW	$5 M	CST/CEI	$40.01 M
	FPN: 219881-4, -1	*To date $4.4 M expended on design.*								*Cost to complete the project - $69 M*			
6	Mahan Drive/Capital Circle NE Intersection								Intersection rebuild				
		-	-	-	-	-	-	0.2		PD&E	$1.8 M	PE	-
										Project cost estimates developed once PD&E at 60% completion.			

[1]Phases: Feasibility Study (FS); Design (PE); Project Development & Environmental (PD&E); Construction (CST); Right-of-Way Acquisition (ROW); Construction Engineering & Inspection (CEI)

PRIORITY NO.	PROJECT	[1]PHASE & FUNDING PROGRAMMED						LENGTH	IMPROV.	NEXT PHASE	COST ESTIMATE	FUTURE PHASE	COST ESTIMATE
		PHASE	FY 24	FY 25	FY 26	FY 27	FY 28						
7	Pensacola St (SR 366)								Add 2 lanes/multi-modal				
	Capital Circle SW to Appleyard Dr	-	-	-	-	-	-	0.97		PE	-	-	-
	FPN: 219820-2	*To date $1.6 M expended on the PD&E.*								*Project cost estimates developed once PD&E at 60% completion.*			
8	Lake Bradford Road/Springhill Road[BPIA]		ROW	ROW		CST	-		Corridor Improvement				
	Capital Circle SW to Orange Ave		$17.3 M	$2.7 M	-	$23.2 M	-	1.7		-	-	-	-
	Orange Ave to Gaines St		-	-	-	-	-	1.6		PE	$4.75 M	CST	$25 M
9	Crawfordville Road (US 319)								Add 2 lanes/multi-modal				
	Lost Creek Bridge to Wakulla Arran Road	-	-	-	-	-	-	2.4		PE	$2.2 M	ROW/CST	$85.5 M
	FPN: 451896-1									*Cost to complete the project - $87.7M*			
10	Crawfordville Road (US 319)								Add 2 lanes/multi-modal				
	N of Alaska Way to Lost Creek Bridge	-	-	-	-	-	-	3.4		PE	$2.2 M	ROW/CST	$101 M
										Cost to complete the project - $103.2 M			
11	Tharpe Street[BPIA]		PD&E	-	PE	ROW	-		Multi-modal				
	Capital Circle SW to Ocala Rd		$2 M	-	$ 7M	$ 1M	-	2.7		CST	$22 M	-	-
12	Thomasville Road								Safety/multi-modal				
	Betton Rd to Seventh Ave	-	-	-	-	-	-	0.8		PE		CST	
13	Bannerman Road[BPIA]								Add 2 lanes/multi-modal				
	Preservation Rd to Quail Commons Dr	CST	$64.2 M	-	-	-	-	3.4					
		CST anticipated to begin Q3 2024 (per BPIA - May 2023)											
14	Northeast Gateway/Welaunee Blvd Ext.[BPIA]								New road/multi-modal				
	Fleischmann Rd to Roberts Rd	CST	$66.05 M	-	-	-	-	2.7					
		CST anticipated to begin Summer 2023 (per BPIA - May 2023)											
15	I-10 Interchange								New Interchange				
	at Welaunee Boulevard		-	-	-	-	-	0.5		IJR			

[1]Phases: Feasibility Study (FS) Project Development & Environmental (PD&E) Right-of-Way Acquisition (ROW)
Design (PE) Construction (CST) Construction Engineering & Inspection (CEI)
[BPIA]Blueprint Intergoernmental Agency funded project

Capital Region Transportation Planning Agency

Fiscal Year 2025 - Fiscal Year 2029
Bicycle and Pedestrian

Bike-Ped Project Priority List: CRTPA Meeting 6/19/23

PRIORITY NO.	PROJECT NAME AND LIMITS	[1]PHASE & FUNDING PROGRAMMED						LENGTH IN MILES	COUNTY	NEXT PROJECT PHASE	COST ESTIMATE OF PHASE	NOTES/IMPROVEMENT
		PHASE	FY 24	FY 25	FY 26	FY 27	FY 28					
1	Thomasville Rd Multi-Use Path	-	-	-	-	-	-	2.4	Leon	CST	$9.5 M	Feasibility Study approved January 31, 2022.
	Betton Rd to Metropolitan Blvd							*Design is at 60% completion by the Florida Department of Transportation.*				
2	[2]CRA Downtown Sidewalk Improvements	-	-	-	-	-	-	0.2	Leon	CST	$4.6 M	Work to include landscaping, drainage, [2]ADA, signage & pedestrian improvements.
	Jefferson St to Call St							*Design is underway by the City of Tallahassee Underground Utilities Department.*				
3	Old St. Augustine Rd Sidewalk	-	-	-	-	-	-	1.4	Leon	CST	$671,700	Sidewalk to connect to existing pedestrian facilities on Lafyette Street.
	Lafayette St to Paul Russell Rd							*Design is underway by the Leon County Engineering Department.*				
4	Oak Ridge Rd Multi-Use Path	-	-	-	-	-	-	5.2	Leon	FS	$	Multi-use path to connect to two major arterial roads.
	Crawfordville Rd to Woodville Hwy											
5	Goose Pond Trail	-	-	-	-	-	-	1.2	Leon	FS	$	Connect existing Goose Pond Trail on Mahan Dr to Weems Rd multimodal path.
	Mahan Dr to Weems Rd											

[1] PROJECT PHASES

(FS) Feasibility Study
(PD&E) Project Development & Environmental
(PE) Design
(ROW) Right-of-Way
(CST) Construction
(CEI) Construction Engineering and Inspection

[2]ACRONYMS

ADA -Americans with Disabilities Act
CRA - Community Redevelopment Agency

Previous Priority No. 2 - N Monroe St Sidewalk on the west side of the Street. ROW Acquisition @ $325,100 is funded in FY 2024 & CST @ $4,570,270 is funded in FY 25.

Capital Region Transportation Planning Agency | **Fiscal Year 2025 - Fiscal Year 2029** | **Project Priority List: CRTPA Meeting 6/19/23**

[2]RMP Regional Trail

PRIORITY NO.	PROJECT NAME AND LIMITS	[1]PHASE & FUNDING PROGRAMMED						LENGTH IN MILES	COUNTY	NEXT PROJECT PHASE	COST ESTIMATE OF PHASE	NOTES
		PHASE	FY 24	FY 25	FY 26	FY 27	FY 28					
1	US 90 Multiuse Trail	PD&E	$1.52 M	-	-	-	-					The US 90 Multi-Use Trail FS was approved May 17, 2022. Design cost estimates developed once PD&E is at 60%.
	Pedrick Road to Leon County Line at Lake Miccosukee				*[2] WPN 451044-2*			9.7	Leon	PE	$	
	Leon County Line at Lake Miccosukee to the Monticello Trail				*(UNFUNDED)*			10.5	Jefferson	PD&E		
2	Bloxham Cutoff Road (SR 267) Multiuse Trail	PE	$630,000	-	-	-	-	4.78	Wakulla	CST	$	SR 267 Multi-Use Trail FS to be finalized in Fall 2022. Construction cost estimates at 60% design.
	Wakulla Springs State Park to the St Marks Trail				*WPN 410172-2*							
3	Tallahassee to Havana Trail	-	-	-	-	-	-	6.5	Leon & Gadsden	PE	$	The Tallahassee to Havana Trail FS was approved November 21, 2022.
	Orchard Pond Rd to Havana Main St (US27)											
4	Welaunee Greenway	CST	$2 M	-	-	-	-	-	Leon			Per [2]BPIA the project tentatively funded in FY 2024 for construction.
	Miccosukee Greenway to Centerville Road											
	Bannerman Rd Multi-use Trail	CST	$2.9 M	-	-	-	-	-	Leon			Per [2]BPIA the project tentatively funded in FY 2024 for construction.
	Quail Commons Drive to Meridian Rd											
	Orchard Pond Multi-use Trail	CST	$1.85 M	-	-	-	-	1.5	Leon			Per [2]BPIA the project tentatively funded in FY 2024 for construction.
	Meridian to Phipps Toll Road Trailhead											
5	Apalachee Pkwy (US 27) Connector Trail	-	-	-	-	-	-	0.6	Leon	PE	$	
	Sutor Road to Conner Blvd											

[1] PROJECT PHASES

(FS) Feasibility Study
(PD&E) Project Development & Environmental
(PE) Design
(ROW) Right-of-Way
(CST) Construction
(CEI) Construction Engineering and Inspection

[2]ACRONYM

FDOT - Florida Department of Transportation
FGTS - Florida Greenways and Trails System
BPIA - Blueprint Intergovernemntal Agency
WPN - FDOT Work Program Number
RMP - CRTPA's 2045 Regional Mobility Plan

[2]RMP Regional Trails

PRIORITY NO.	PROJECT NAME AND LIMITS	[1]PHASE & FUNDING PROGRAMMED						LENGTH IN MILES	COUNTY	NEXT PROJECT PHASE	COST ESTIMATE OF PHASE	NOTES
		PHASE	FY 24	FY 25	FY 26	FY 27	FY 28					
6	Monticello Trail Extension FL GA Parkway (US 19)	-	-	-	-	-	-	2.7	Jefferson	PE	1.37 M	
	David Rd (CR 57A) to Martin Rd											
7	Forest Trail North Springhill Rd	-	-	-	-	-	-	5.2	Leon	FS	$	
	Trout Pond to Lake Henrietta											
8	Nature Coast Multiuse Trail			-	-	-	-	14	Wakulla Jefferson	PD&E	$	
	Lighthouse Rd to Taylor Co Line											

[1] PROJECT PHASES

(FS) Feasibility Study
(PD&E) Project Development & Environmental
(PE) Design
(ROW) Right-of-Way
(CST) Construction
(CEI) Construction Engineering and Inspection

ACRONYM

[2]FDOT - Florida Department of Transportation
FGTS - Florida Greenways and Trails System
BPIA -Intergovernmental Agency
WPN - FDOT Work Program Number
RMP - CRTPA's 2045 Regional Mobility Plan

Capital Region Transportation Planning Agency | **Fiscal Year 2025 - Fiscal Year 2029** | **TSM Project Priority List: CRTPA Meeting 6/19/23**

Transportation Systems Management and Safety

PRIORITY NO.	PROJECT NAME AND LIMITS	[1]PHASE & FUNDING PROGRAMMED						LENGTH IN MILES	COUNTY	NEXT PROJECT [1]PHASE	COST ESTIMATE OF PHASE	NOTES
		PHASE	FY 24	FY 25	FY 26	FY 27	FY 28					
1	Lake Bradford Dr and Stadium Dr Intersection	-	-	-	-	-	-	0.4	Leon	PE	$	CRTPA Presentation November 15, 2022.
	Lake Bradford Rd/Stadium Dr/Gaines St/Varsity Dr											
2	Thomasville Rd	-	-	-	-	-	-	0.2	Leon	PE	$	Corridor improvements to enhance traffic circulation for vehicular & multimodal users.
	Signalization/Realignment of Ox Bottom Rd and Velda Dairy Rd at Thomasville Rd.											
3	Orange Ave and Springhill Rd Intersection	-	-	-	-	-	-	0.1	Leon	Study	$	Study to examine intersection to include recommended improvements.
	Operational and safety improvements.											
4	Thomasville Road	-	-	-	-	-	-	0.8	Leon	PE	$	Midtown Area Plan was approved Oct. 19, 2020.
	7th Avenue to Betton Road											

[1] PROJECT PHASES

(FS)	**Feasibility Study**	**(ROW)**	**Right-of-Way**
(PD&E)	**Project Development & Environmental**	**(CST)**	**Construction**
(PE)	**Design**	**(CEI)**	**Construction Engineering and Inspection**

Previous Priority No. 1 - SR 363/ Orange Avenue (*Nims Middle School (MS) and Liberty Park Neighborhood)* Pedestrian activated crossings installed at Nims MS by FDOT District Three.

Previous Priority No. 5 - Pensacola St *(Progress Dr to Appleyard Dr)* Safety improvements will be included in the resurfacing project by FDOT District Three.

Capital Region Transportation Planning Agency

Fiscal Year 2025 - Fiscal Year 2029
Intelligent Transportation System

ITS Project Priority List: CRTPA Meeting 6/19/23

PRIORITY NO.	[2]WPN	PROJECT NAME & ROADWAY	[1]PHASE & FUNDING PROGRAMMED						NEXT PROJECT PHASE	COST ESTIMATE TO FUND THE PHASE	NOTES
			PHASE	FY 24	FY 25	FY 26	FY 27	FY 28			
1	219785-2	Annual Funding	OPS	$ 500,000	$ 500,000	$ 500,000	$ 500,000	-	OPS	500,000	Request for annual funding for the TMC in FY 28 & FY 29
		Various Locations					*[2] WPN 219785-2*				
2		ATC Cabinet Upgrades							CAP	$1.5M	Request funding annually beginning in FY26 for 5 years. ITS Master Plan Project #5
		Various Locations									
3		Adaptive Traffic Signal Control (US90)	-		-	-	-	-	CAP	$1.43M	Request funding in FY24. ITS Master Plan Project #14
		Capital Circle NW to Monroe St									
4		Adaptive Traffic Signal Control (US 27)	-	-	-	-	-	-	CAP	$1.12M	Request Funding in FY25. ITS Master Plan Project #16
		Monroe St to Conner Blvd									

[1] PROJECT PHASES
(OPS) Operations
(CAP) Capital

[2]ACRONYM
WPN - FL Department of Transportation Work Program Number

Capital Region Transportation Planning Agency

Fiscal Year 2025 - Fiscal Year 2029
Tallahassee International Airport (Aviation)

Project Priority List: CRTPA Meeting 6/19/23

Fiscal Year 2025

Priority Ranking	FDOT WP#	Description	Local	FDOT	BIL-AIG	FAA	Total
1	446641-1	Terminal Modernization - Elevator & Air Handler Improvements	$ 500,000	$ 900,000	$ 1,400,000		$ 2,800,000
2	446640-1	Terminal Modernization – Landside Restroom Renovations		$ 750,000	$ 1,250,000		$ 2,000,000
						FY25 Total	$ 4,800,000

Fiscal Year 2026

Priority Ranking	FDOT WP#	Description	Local	FDOT	BIL-AIG	FAA	Total
1	448565-1	Taxiway Charlie, Zulu and Helicopter Parking (Design)		$ 175,000	$ 575,000		$ 750,000
2		Terminal Passenger Loading Bridge Replacement - A5/A6		$ 1,300,000	$ 2,400,000		$ 3,700,000
						FY26 Total	$ 4,450,000

Fiscal Year 2027

Priority Ranking	FDOT WP#	Description	Local	FDOT	BIL-AIG	FAA	Total
1	448565-1	Taxiway Charlie, Zulu and Helicopter Parking (Construction)	$ 1,000,000			$ 7,000,000	$ 8,000,000
2	450038-1	Air Carrier Apron Improvements	$ 550,000	$ 550,000		$ 2,000,000	$ 3,100,000
						FY27 Total	$ 11,100,000

Fiscal Year 2028

Priority Ranking	FDOT WP#	Description	Local	FDOT	BIL-AIG	FAA	Total
1	416010-7	Airport Access and Roadway Realignment Phase II	$ 2,500,000	$ 2,000,000			$ 4,500,000
						FY28 Total	$ 4,500,000

[1] Abbreviations & Acronyms

BIL Bipartisan Infrastructure Law
AIG Formula Infrastructure Allocations
FAA Federal Aviation Authority
WP# Work Program Number
FDOT Florida Department of Transportation

Capital Region Transportation Planning Agency | **Fiscal Year 2025 - Fiscal Year 2029 StarMetro (Transit)** | **Project Priority List: CRTPA Meeting 6/19/23**

PRIORITY NO.	PROJECT NAME and DESCRIPTION	COST
Monitor and Audio Equipment at C.K. Steele Plaza		
1	C.K. Steele Plaza, located downtown and serving as StarMetro's main transit center with 24 bus bays, does not have digital signage or a digital information kiosk and has substandard speakers and audio equipment. This project will provide digital signage at C.K. Steele Plaza for real-time service schedules, emergency messages, and other information for customers. StarMetro will also update and upgrade the public announcement system simultaneously with digital sign installation and implementation and two digital information kiosks which have audio capabilities for ADA compliance.	$500,000
Construction of multi-bay South Side Transit Center - (Meridian and Orange)		
2	This SuperStop will provide an off-street location and possibly on street bus bays for customers to transfer between multiple routes, serve as a layover point for operators, will assist to improve system performance, will have public restrooms, an information booth, supervisor offices, and meeting space. The building will be constructed with solar panels on the roof, overhead charging stations for transit buses and plug in chargers for staff vehicles. In addition, the SuperStop will allow StarMetro to develop neighborhood circulators on the Southside to efficiently provide transportation options for elderly, disabled and low-income individuals located in the area and improve service to the Veteran's Administration Clinic.	$5 M
Charging Infrastructure to support an all-Electric Bus Fleet		
3	Install depot charging for 66 buses at StarMetro's bus barn including electrical, structural, and civil engineering, design, and remote monitoring,	$500,000
Redevelopment of C.K. Steele Plaza Planning Study		
4	Initiate an environmental assessment, feasibility study, and preliminary design of C.K. Steele Plaza to identify the needs, challenges, opportunities, and funding options to transform the Plaza from a single-use transit facility into a mixed-use, multistory intermodal facility with opportunities for housing StarMetro Administrative Staff; leasable space for office, restaurants, and retail activities; and connections to intercity transportation such as the Gadsden Express, Monticello Express, Greyhound, Megabus, Flixbus.	$500,000

ATTACHMENT 8

Fiscal Year 2025 - Fiscal Year 2029

Capital Region Transportation Planning Agency | **Urban Area Attributable Projects** | **UAA Project Priority List: CRTPA Meeting 6/19/23**

PRIORITY NO.	PROJECT NAME	[1] PROGRAMMED						COST ESTIMATE OF PHASE	PHASE AND FUNDING SOUGHT
		PHASE	FY 24	FY 25	FY 26	FY 27	FY 28		
SU FUNDING									
1	CRTPA UPWP	Oper/Plan	$1,574,250	-	-	-	-	$ 2 M	FY 2025 Operational and Planning
	Urban Area SU Allocation								
2	CRTPA UPWP	Oper/Plan	$ 2M	-	-	-	-	$ 2 M	FY 2026 Operational and Planning
	Urban Area SU Allocation								
3	CRTPA UPWP	Oper/Plan	$ 2M	-	-	-	-	$ 2 M	FY 2027 Operational and Planning
	Urban Area SU Allocation								
4	CRTPA UPWP	Oper/Plan	$ 2M	-	-	-	-	$ 2 M	FY 2028 Operational and Planning
	Urban Area SU Allocation								
5	CRTPA UPWP	Oper/Plan	$ 2M	-	-	-	-	$ 2 M	FY 2029 Operational and Planning
	Urban Area SU Allocation								
[2]BIL CARBON REDUCTION FUNDING									
1	Electrification [2]COT Fleet	-	-	-	-	-	-	TBD	COT Goal to achieve 100% net clean, renewable energy by 2050.
	Urban Area Carbon Reduction Funding								

[1] PROJECT PHASES
(Oper) Operations
(Plan) Planning

[2]ACRONYM
UPWP - United Planning Work Program
COT - City of Tallahassee
BIL - Infrastructure Investment and Jobs Act

June 19, 2023

AGENDA ITEM 7C

STRATEGIC INTERMODAL SYSTEM (SIS) DESIGNATION

TYPE OF ITEM: Action

STATEMENT OF ISSUE

This item provides a discussion related to FDOT's Strategic Intermodal System (SIS) including a recommendation of the addition of roadways to the SIS, as shown on ***Attachment 1***.

CRTPA COMMITTEE ACTIONS

Technical Advisory Committee (TAC)
At their June 6, 2023 meeting, the Technical Advisory Committee voted unanimously to recommend the CRTPA approve the recommended addition of roadways to the SIS.

Citizens Multimodal Advisory Committee (CMAC)
At their June 6, 2023 meeting, the Citizen's Multimodal Advisory Committee voted to recommend the CRTPA approve the recommended roadways to the SIS, *however, with the exclusion of the proposed addition of US 27 and Capital Circle, Northwest*. During the discussion of the item, some members of the TAC expressed concerns related to the addition of US 27 to the SIS due to potential negative impacts to downtown Havana.

RECOMMENDED ACTION

Option 1: Adopt by resolution the recommended addition of roadways to the SIS in the CRTPA region for transmittal to the Florida Department of Transportation, as shown on ***Attachment 2***.

BACKGROUND

The Strategic Intermodal System (SIS) is Florida's high priority network of transportation facilities important to the state's economy and mobility. The Governor and Legislature established the SIS in 2003 to focus the state's limited transportation resources on the facilities most significant for interregional, interstate, and international travel. The SIS is the state's highest priority for transportation capacity investments. Approximately 75% of available capacity funding is allocated to the SIS facilities while the remaining 25% is allocated to other state and federal roadways (Other Arterials).

The criteria for roadway designation on the SIS is as follows: (a facility must meet at least one)

- An interstate for high-capacity tolled facility.
- A limited access facility (access level 1) with a SIS facility or limited access facility (access level 1) at each end.
- A National Highway System (NHS) facility that connects to an urbanized area outside of Florida that is not already served by a SIS facility.
- A controlled access facility (access level 2 or 3) connecting two or more urbanized areas with a SIS facility at each end.
- A corridor connecting one or more urbanized areas with or through a Rural Area of Opportunity (RAO) and having an Average Annual Daily Traffic (AADT) of at least 6,000 or an AADTT of at least 1,000 with a SIS facility at each end.

The current facilities designated as part of the SIS in the CRTPA region include:

- I-10
- Capital Circle NW/SW (SR 263) from the Tallahassee International Airport to I-10
- Thomasville Road (US 319) from I-10 to the state line

The current construction on Capital Circle from Springhill Road to Orange Avenue represents the last SIS roadway investment in the CRTPA region. This segment was the only remaining portion of a SIS facility that was capacity deficient. Our remaining capacity needs (Woodville High, Capital Circle SW from Springhill Road to Crawfordville Road, Orange Avenue, etc.) compete for funding from the Other Arterials program, which is a significantly smaller pot of money.

In order to attempt to capture additional SIS funding for our region, staff is proposing to add the following facilities:

1) *Crawfordville Road - US 98 to Capital Circle SW*

   This portion of Crawfordville Road meets the SIS designation criteria of a corridor connecting an urban area with a Rural Area of Opportunity (Wakulla County) and has a AADT of at least 6,000 (ranged from 13,000 to 22,000 depending on location in 2022)

2) *Capital Circle SW - Springhill Road to Crawfordville Highway*

   This section of Capital Circle SW would provide access to the Tallahassee International Airport (TLH) from areas south of Leon County and provide a continuous connection with the SIS.

3) *Capital Circle SW/SE - Crawfordville Highway to I-10*

   This would provide continuous connection on the SIS to eastern Tallahassee and I-10 East.

4) *US 27 - I-10 to Georgia State Line*

   Meets the criteria related to NHS designated facilities that connect to an urbanized area outside the state not already served by a SIS facility.

5) Capital Circle NW – I-10 to US 27

   This segment of Capital Circle NW serves as a hub connection from US 27 to the Tallahassee International Airport as well as I-10. Truck volumes along this segment are nearly 10% of overall AADT.

Once approved by the CRTPA Board, the proposal will be submitted to FDOT District 3 for review and ultimately to FDOT Central Office for final consideration.

OPTIONS

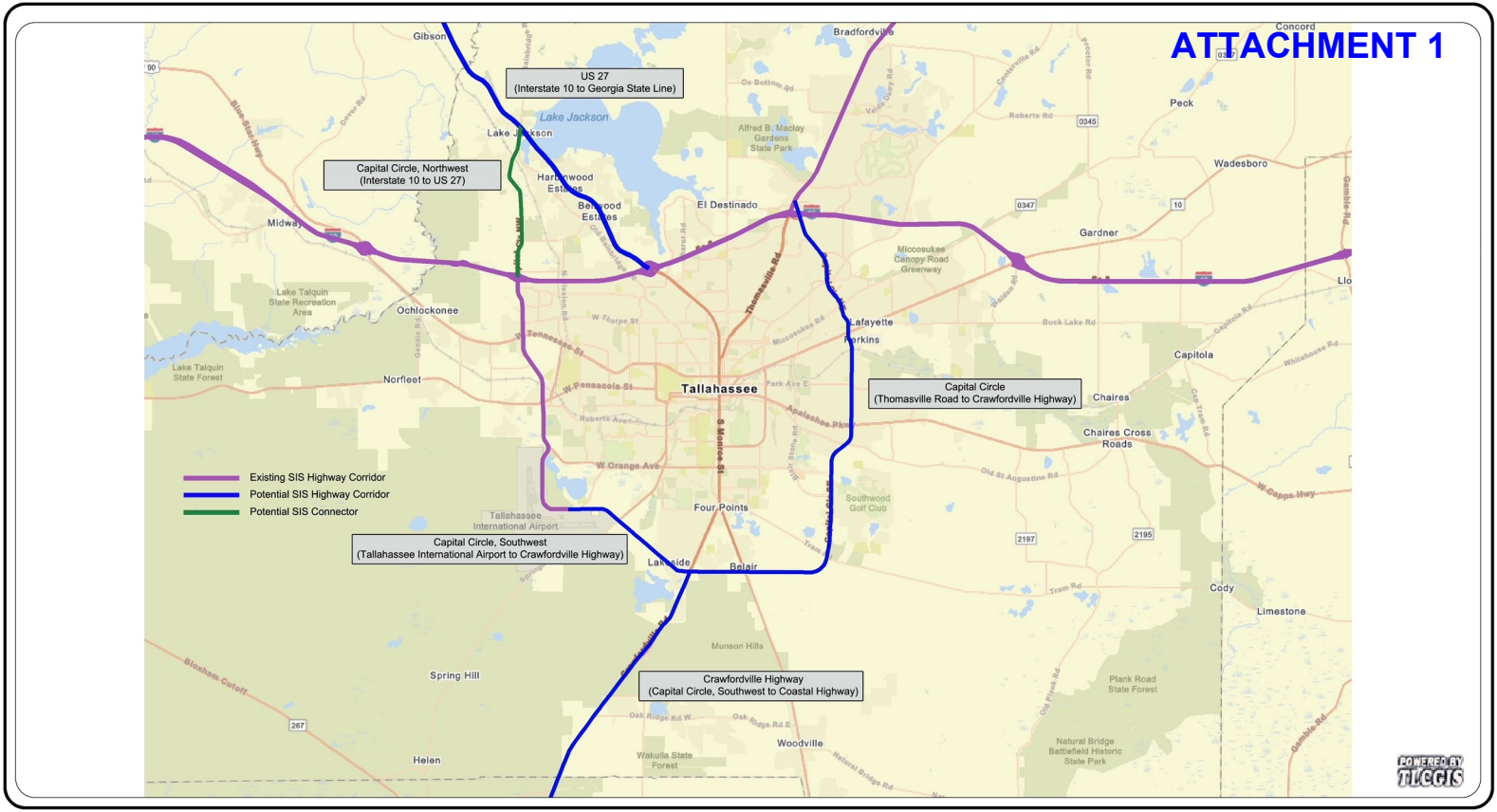
Option 1: Adopt by resolution the recommended addition of roadways to the SIS in the CRTPA region for transmittal to the Florida Department of Transportation, as shown on ***Attachment 2***.
(Recommended)

Option 2: CRTPA Board Discretion.

ATTACHMENT

Attachment 1: Proposed SIS Designation Map
Attachment 2: Resolution 2023-06-7C

ATTACHMENT 1



Proposed SIS and SIS Connectors 5 22 23

DISCLAIMER

This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee and the Leon County Property Appraiser's Office assume no responsibility for any use of the information contained herein or any loss resulting therefrom.

N

Tallahassee/Leon County GIS

Scale:	Management Information Services Leon County Courthouse 301 S. Monroe St, P3 Level Tallahassee, Fl. 32301 850/606-5504 http://www.tlcgis.org
Not To Scale	
Date Drawn:	
May 22, 2023	

ATTACHMENT 2

CRTPA RESOLUTION 2023-06-7C

A RESOLUTION OF THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (CRTPA) SUPPORTING CHANGES TO THE STRATEGIC INTERMODAL SYSTEM (SIS)

Whereas, the Capital Region Transportation Planning Agency (CRTPA) is the organization designated by the Governor of Florida on August 17, 2004 together with the State of Florida, for carrying out provisions of 23 U.S.C. 134 (h) and (i)(2), (3) and (4); CFR 450.324, 326, 328, 330, and 332; and FS 339.175 (5) and (7); and

Whereas, the Strategic Intermodal System (SIS) is Florida's high priority network of transportation facilities important to the state's economy and mobility and was established by the Governor and Legislature in 2003 to focus the state's limited transportation resources on the facilities most significant for interregional, interstate, and international travel; and

Whereas, the Florida Department of Transportation (FDOT) is the state agency responsible for designation, implementation, and management of the Strategic Intermodal System (SIS); and

Whereas, the CRTPA region contains SIS facilities on the current SIS system map; and

Whereas, SIS facilities are designated using objective criteria and thresholds based on quantitative measures of transportation and economic activity related to the movement of people and goods.

NOW, THEREFORE LET IT BE RESOLVED BY THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY THAT:

The CRTPA supports revisions be made SIS system map as reflected on the attached proposed SIS designation map in order to promote improved regional and interstate travel within the CRTPA's planning area.

Passed and duly adopted by the Capital Region Transportation Planning Agency on this 19th day of June 2023.

Capital Region Transportation Planning Agency

_____

Rick Minor, Chair

Attest:

_____

Greg Slay, Executive Director

June 19, 2023

AGENDA ITEM 10 A

FUTURE MEETINGS

TYPE OF ITEM: CRTPA Information

Meeting Date	Meeting Type	Location
September 19 (Tuesday)	Board Meeting	Tallahassee City Hall, Commission Chambers, 2nd Floor, 1:30 pm – 4:00 pm
October 17 (Tuesday)	Board Meeting	Tallahassee City Hall, Commission Chambers, 2nd Floor, 1:30 pm – 4:00 pm
November 21 (Tuesday)	Board Meeting	Tallahassee City Hall, Commission Chambers, 2nd Floor, 1:30 pm – 4:00 pm
December 19 (Tuesday)	Board Meeting	Tallahassee City Hall, Commission Chambers, 2nd Floor, 1:30 pm – 4:00 pm

June 19, 2023

AGENDA ITEM 10 B

COMMITTEE ACTIONS
(TECHNICAL ADVISORY COMMITTEE & CITIZENS MULTIMODAL ADVISORY COMMITTEE)

TYPE OF ITEM: CRTPA Information

STATEMENT OF ISSUE

This item provides information on the activities of the CRTPA's Technical Advisory Committee (TAC) and the Citizens Multimodal Advisory Committee (CMAC).

TAC and CMAC: The committees each met on June 6, 2023, and took action on the following:

Minutes of the April 4, 2023, Committee Meetings

- **TAC Action:** Approved
- **CMAC Action:** Approved

CRTPA TIP Amendment Approval

- **TAC Action:** Recommended Approval
- **CMAC Action:** Recommended Approval

Safe Streets and Roads for All (SS4A) Action Plan

- **TAC Action:** Recommended Approval
- **CMAC Action:** Recommended Approval

Fiscal Year (FY) 2024– FY 2028 Transportation Improvement Program (TIP)

- **TAC Action:** Recommended Approval
- **CMAC Action:** Recommended Approval

Fiscal Year (FY) 2025 – FY 2029 Project Priority Lists (PPLs)

- **TAC Action:** Recommended Approval
- **CMAC Action:** Recommended Approval

Strategic Intermodal System (SIS) Discussion

- **TAC Action:** Recommended Approval
- **CMAC Action:** Recommended Approval w/Modification (*with the exclusion of the proposed addition of US 27 and Capital Circle, Northwest)*

Thomasville Road Multi-Use Path Design Update

- **TAC Action:** Informational. No Action
- **CMAC Action:** Informational. No Action