

June 15, 2026



AGENDA ITEM 5 B

FDOT CALENDAR YEAR 2025 JOINT CERTIFICATION OF THE CRTPA

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

This item is seeking Board acceptance of the agency's annual Joint Certification by the Florida Department of Transportation (FDOT) and the executed Joint Certification Statement (**Attachment 1**).

BACKGROUND

Annually, the Florida Department of Transportation (FDOT) conducts a certification review of the planning process to verify that the Capital Region Transportation Planning Agency (CRTPA) complies with state and federal planning requirements. As part of this review, CRTPA staff provided financial supporting documentation to FDOT to complete Part 2, a risk assessment of the agency's financial management. CRTPA staff subsequently submitted responses to Part 1 of the Certification document. On March 11, 2026, the CRTPA and FDOT met to review the responses.

The Joint Certification Statement that was signed by the CRTPA Executive Director and FDOT District 3 Director of Transportation Development and was finalized by April 15, 2026. The CRTPA's planning process is certified and that the agency's financial management status was determined to be low risk.

RECOMMENDED ACTIONS

Option 1: Accept the annual Joint Certification and executed FDOT Joint Certification Statement of the CRTPA for the 2025 Calendar Year.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 1: Calendar Year 2025 Joint Certification Statement



FDOT MPO Joint Certification

MPO Name: Capital Region TPA

Calendar Year of Review Period: January 1, 2025, through December 31, 2025

Date Completed: 3/11/2026

Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) jointly certify the metropolitan transportation planning process, as described in [23 Code of Federal Regulations \(CFR\) 450.336](#). The FDOT MPO Joint Certification includes confirmation of the metropolitan transportation planning process, a summary of the MPO's noteworthy achievements, and, if applicable, a list of recommendations and/or corrective actions. The District must report corrective actions and how they were resolved by the MPO directly to the MPO Board.

The MPO completes Part 1, while the FDOT District completes Part 2. Please read and answer each question in the document. The FDOT MPO Joint Certification must be submitted to the Office of Policy Planning (OPP) by **June 1**.

Part 1: MPO

The MPO completes Part 1 of the Joint Certification.

Section 1.1: Statement of Compliance

The MPO Executive Director must review and sign the statement below to certify compliance with federal and state requirements.

I acknowledge and confirm that the MPO (check all):

- Incorporates the 10 Federal Planning Factors [[23 CFR 450.306](#)] into its planning process.
- Develops transportation plans and programs through a continuing, comprehensive, and cooperative process [[23 CFR 450.306\(b\)](#)].
- Ensures that federal-aid funds are expended in conformity with applicable federal and state laws, including [23 United States Code \(USC\) 134](#), [49 USC 5303](#), [2 CFR 200](#), and [s.339.175, Florida Statutes \(FS\)](#) and policies and procedures prescribed by FDOT and FHWA.



- Requires its consultants and contractors to comply with applicable federal and state laws pertaining to the use of federal-aid funds.
- Uses a financial management system that complies with the requirements outlined in [2 CFR 200.302](#).
- Ensures records of costs incurred under the terms of the FDOT/MPO Agreement are always maintained and readily available upon request by FDOT during the period of the FDOT/MPO Agreement, as well as for five years after final payment is made.
- Submits supporting documentation in sufficient detail for proper monitoring, when required, to FDOT.
- Maintains and updates required agreements between the MPO and FDOT, other MPOs, and local stakeholders.

Please select options applicable to the MPO:

- The MPO is a standalone entity, a direct recipient of federal funds, and subject to an annual single audit.
- The MPO uses a federal or state-approved indirect cost rate.

If **Yes**, please indicate which indirect cost rate the MPO uses:


- Actual indirect costs (with receipts)
- An approved Indirect Cost Allocation Plan (to be completed by the MPO, submitted to FDOT Office of Comptroller for review and approval PRIOR to contract execution)
- De Minimus Rate: A percentage of Modified Direct Costs (currently, the De Minimus rate is 15%)

If **Yes**, please check the box if the MPO submitted a Cost Allocation Plan.

- The MPO charges all eligible costs as direct costs.
- FDOT and the MPO certify the metropolitan transportation planning process is carried out according to applicable requirements described in 23 CFR 450.336.**



By signing below, I certify the above information is true and accurate.

MPO Executive Director Signature:  Signed by: _____
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Name: Greg Slay, AICP

Title: Executive Director

Date: 03/26/2026 | 10:03 AM EDT

FDOT Transportation Development Director Signature:  Signed by: _____
DAACD2FA8DCE441...

Name: Rodney Chamberlain

Title: Director of Transportation Development

Date: 04/15/2026 | 3:27 PM EDT

Section 1.2: Noteworthy Achievements and Practices

List the MPO's noteworthy achievements and practices below by year.

Month	Year	Noteworthy Achievement or Practice
Dec	2025	<p>SS4A GRANT AWARDS</p> <p>N MONROE ST APPLICATION AND AWARD: Extensive analysis was completed on N. Monroe St./SR63/US27 to identify safety and operational improvements for approximately six miles of this corridor. Subsequently, the CRTPA wrote a SS4A Grant application for the implementation of the identified improvements. Leon County was awarded a SS4A grant for 16.8 million dollars to implement the project. The Blueprint Intergovernmental Agency will provide a 4.2. million dollar match. In serving the Capital Region the CRTPA works closely with the County and State in developing projects. This SS4A project demonstrates the continuing, comprehensive and cooperative planning process with</p>



		<p>local, state and federal agencies to implement a safety project with operational and multimodal improvements.</p> <p>W TENNESSEE ST GRANT APPLICATION and AWARD: The CRTPA resubmitted a grant application in Spring 2025 to address safety concerns along this six-mile corridor (the grant was originally submitted in 2024). The CRTPA was notified of the grant’s successful award in December 2025 (\$600,000 in federal funding). The grant will fund a corridor study on one of the CRTPA’s High Injury Network (HIN) corridors identified in the Safety Action Plan. Specifically, the study will result in development of a final report identifying safety alternatives that include countermeasures for the corridor. Results from the study, specifically identified countermeasures, will be documented and further actions to move forward with implementation will be initiated.</p> <p>The SS4A projects demonstrate the continuing, comprehensive and cooperative planning process with local, state and federal agencies working together to implement operational and multimodal safety improvements.</p>
<p>June</p>	<p>2025</p>	<p>The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) conducted the required four-year certification review of the Capital Region Transportation Planning Agency (CRTPA), the designated TMA for the Tallahassee area, on February 19, 2025. The review included federal representatives and a public meeting to gather input on the agency’s planning process. The certification report was issued on June 30, 2025.</p> <p>The Federal Review Team identified three noteworthy practices, including the innovation and services of StarMetro, the CRTPA’s strong integration of safety and crash data in project prioritization, and the agency’s study on the traffic impacts of teleworking. The review found no corrective actions and provided two recommendations: enhancing outreach by incorporating socioeconomic data into engagement efforts and including freight-related intermodal connectors in congestion management processes.</p>



		Overall, FHWA and FTA jointly determined that the Tallahassee TMA’s metropolitan transportation planning process substantially meets federal planning requirements under 23 CFR 450 Subpart C..
Nov	2025	<p>Year 2050 Regional Mobility Plan (LRTP) Adopted</p> <p>Required by Federal law, the RMP serves as the Long Range Transportation Plan (LRTP) for the CRTPA. Initiated in the Summer of 2024, the RMP included Goals and Objectives, public engagement, transportation system modeling, Needs Assessment, and ultimately applying the estimated 2050 revenues to projects in the CRTPA region. Given the amount of revenue funding for projects, the CRTPA opted to move four (4) projects forward through the provision of right of way funding in preparation for construction These projects included Crawfordville Road (East Ivan Road to Wakulla Arran Road), Orange Avenue (Cypress Lake Street to Monroe Street), Pensacola Street (Appleyard Drive to Capital Circle, SW) and Woodville Highway (Paul Russell Road to Capital Circle SE). The CRTPA Board adopted the Cost Feasible Plan on November 17, 2025.</p>

Section 1.3: MPO Comments

List items that require follow-up or action.

None.

Part 2: FDOT District

The FDOT District completes Part 2 of the Joint Certification.

Section 2.1: Risk Assessment

FDOT, as the recipient of federal-aid funds for the State, is responsible for ensuring that these funds are expended in accordance with [2 CFR 200.332\(b\)](#), [s.215.971,FS](#), and [s.216.3475, FS](#). After coordination with the Office of Policy Planning (OPP), any of the considerations in [2 CFR 200.331\(b\)](#) may result in an MPO being assigned the high-risk level.

The questions in this section assign a risk level to each MPO. The risk level determines the minimum frequency with which the District MPO Liaison reviews the MPO’s supporting documentation for invoices for the following year.

Figure 1 shows the risk assessment and monitoring timeline.

Figure 1. Risk Assessment Process



1. MPO Invoice Submittal

How often does the MPO submit invoices to the District for reimbursement?

Quarterly

The MPO must submit invoices within 90 days of the end of the invoice period. An invoice is late if it is submitted after 90 days. How many invoices did the MPO submit late? 0

2. MPO Invoice Review Checklist

The [MPO Invoice Review Checklist](#) identifies significant findings, i.e., items that require correction for the MPO to be reimbursed. How many significant findings did the MPO invoice checklists have in the past year? 0

3. MPO Supporting Documentation Review Checklist

The [MPO Supporting Documentation Review Checklist](#) identifies significant findings, i.e., items that require correction for the MPO to be reimbursed. How many significant findings did the MPO supporting documentation checklists have in the past year? 00



4. Risk Assessment Score

Please use the table below to select the MPO’s risk level.

Total number of late invoices and significant findings: 0

Level of Risk: Low

Total Number of Late Invoices and Significant Findings	Risk Level	Frequency of Monitoring
Less than 10	Low	Annual
10-20	Moderate	Bi-annual
21-30	Elevated	Tri-annual
More than 30	High	Quarterly

Section 2.2: Planning Documents

1. Complete the table below.

Planning Document	Date Adopted	End/Horizon Date	Date Uploaded in GAP (if applicable)	Was the document made available to the public consistent with applicable federal regulations and the procedures identified in the MPOs PPP?
L RTP	11/2020	11/2025	1/18/2026	Yes
TIP	6/16/2025	5/2030	5/19/2025	Yes
UPWP	5/2024	6/2026	5/2024	Yes
CMP	5/18/2024			Yes
PPP	6/17/2024			Yes

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

Yes

3. Was the Public Participation Plan (PPP) made available for public review at least 45 days before adoption?

Yes



Section 2.3: District Questions

List District questions or observations that require follow-up or action.

A new LRTP was adopted in November 2025. The CRTPA's website is organized, well laid out, and everthing is easily located and accessible. All documents were easy to locate, with explanations provided as to what the document is and when adoption occurred.

Section 2.4: Recommendations and Corrective Actions

Identify any recommendations and corrective actions based on the information in this review below. Corrective actions should include a date by which the MPO must address them. The District must report corrective actions and how they were resolved by the MPO directly to the MPO Board.

Status of Recommendations and Corrective Actions from Prior Certifications

Recommendation/Corrective Action	Applicable Date/Response Date

Current Recommendation(s) for this Certification Cycle

None.

Current Corrective Action(s) for this Certification Cycle

None.