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Hernando County Metropolitan Planning Organization

Unified Planning Work Program *FAP PL-412-(46) FPN # 259209-1-14-09*

Fiscal Years July 1, 2008 - June 30, 2010

Funded jointly by:

Federal Highway Administration
Federal Transit Administration
Florida Department of Transportation
and Hernando County

Catalog of Federal Domestic Assistance (CFDA) Numbers:

20.205 - Highway Planning and Construction Grant - Federal Highway Administration
20.5050 - Federal Transit Technical Studies Grant (Metropolitan Planning) -
Federal Transit Administration

Fiscal Years July 1, 2008 - June 30, 2010

Unified Planning Work Program

Adopted: May 20, 2008

Prepared by:

Hernando County Metropolitan Planning Organization
20 North Main Street, Room 262
Brooksville, FL 34601
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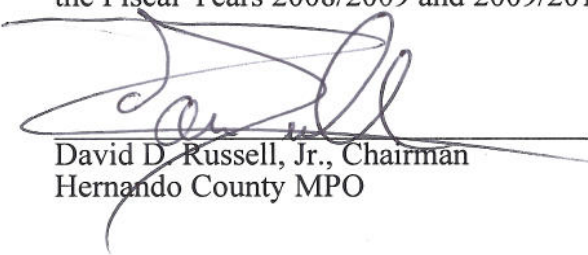
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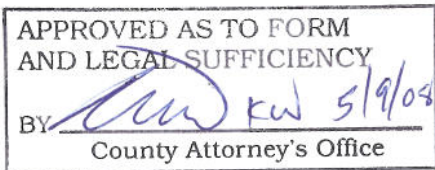
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AUTHENTICATION

The Hernando County Metropolitan Planning Organization, in regular session on May 20, 2008, approved the Fiscal Years 2008/2009 and 2009/2010 Unified Planning Work Program.



David D. Russell, Jr., Chairman
Hernando County MPO



SECTION 1: INTRODUCTION

SECTION 1: INTRODUCTION

THE UNIFIED PLANNING WORK PROGRAM

Pusuant to Titles 23 and 49, Code of Federal Regulations (CFR), and Chapter 339.175, Florida Statutes (F.S.), the Unified Planning Work Program (UPWP) for the Hernando County Area Transportation Study (HCATS) documents all transportation planning activities which will occur in Hernando County during the 2008/2009 - 2009/2010 fiscal years (July 1, 2008 to June 30, 2010). The UPWP is developed on an annual basis as one of the requirements of the HCATS certification process in support of a continuing, comprehensive and cooperative transportation planning process for the County.

While the Hernando County Planning Department, in cooperation with FDOT, is the agency with direct responsibility for developing the UPWP document and with administering the HCATS planning program, other local agencies and governments are continually involved in this effort. Coordination occurs through the MPO's Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC), by providing input on planning tasks and assisting with review and comment regarding the document's contents. Public input was also sought during the period between the transmittal of the UPWP's first draft on March 13, 2008 and the UPWP adoption, public hearing scheduled on May 20, 2008.

Current MPO planning activities include:

- FY 2008/2009 - 2009/2010 Unified Planning Work Program (2008)
- FY 2008/2009 - 2012/2013 and FY 2009/2010 - 2013/2014 Transportation Improvement Programs (TIP) (2008)
- Transit Development Plan (TDP) (2006)
- Transportation Disadvantaged Service Plan 2003 - 2008 (2007)
- West Central Florida (CCC) Regional Congestion Management System Performance Report (2006)
- Congestion/Mobility Management System and Annual Report (2007)
- 2025 Policy Constrained Needs Plan (2004)
- 2025 Multi-Modal Cost Affordable Long Range Transportation Plan (2004)
- Updated MPO Website (ongoing)
- Annual Transportation Survey (2008)
- Intelligent Transportation System (ITS) Concept Plan (2005)
- MPO Continuity of Operations Plan (COOP) (2005)
- 2008 Title VI Program (2007)

TRANSPORTATION PLANNING PROCESS

The Hernando County MPO was formed in 1992 following the official designation of Spring Hill as an Urban Area. However, the MPO study area encompasses all of Hernando County. In accordance with State and Federal requirements, the MPO Board is composed of locally elected officials from Hernando County and the City of Brooksville as well as an ex-officio representative from the District Seven Office of FDOT. The Hernando County Planning Department provides staff services in support of the MPO program.

MPO plans and programs are reviewed by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). One purpose of this UPWP is to allow these agencies to review the MPO program and determine the eligibility of the urban area for Federal financial assistance. To this end, the UPWP documents multi-modal planning activities, as well as transportation support and surveillance activities which assist the MPO in carrying out a comprehensive planning program.

The MPO updates its Long Range Transportation Plan (LRTP) every five years. The most recent iteration of the Multi-Modal LRTP was adopted December 2004. The process relied extensively on the Hernando County Comprehensive Plan to provide policy and technical guidance. The foundation of the Comprehensive Plan has led to a greater consistency between the MPO's planning program and the responsibilities of local government under Florida's Local Government Comprehensive Planning and Land Development Regulation Act. The Long Range Plan addressed the requirements of the Transportation Equity Act for the 21st Century (TEA-21), and was developed in close cooperation with FDOT and the other MPOs of the Tampa Bay region. In June 2007, this plan was updated for compliance with the subsequent Federal legislation, the Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

The MPO has a continuing commitment to an enhanced Public Involvement Process (PIP) in order to better serve the citizens of Hernando County, consistent with Title VI of the Civil Rights Act and Environmental Justice Orders. This process expands opportunities for public participation throughout the planning process. This intent was implemented in the development of the 2025 Long Range Transportation Plan by the MPO's update of a Public Participation Plan (PPP) which laid out the manner in which the public was given the opportunity to provide input at all stages of the update.

The Hernando County MPO maintains an updated Transit Development Plan (TDP) and the Transit Element of the LRTP, for the Spring Hill Urban area. These MPO studies identified a market for increased public transportation services and requisite funding sources for a five-year transit demonstration program, now in its 5th year of implementation. The updated Year 2025 LRTP built upon the service options identified in the TDP and expanded these service recommendations in line with estimated increases in 20 year travel demand. Hence, the LRTP fully defines transit needs over the life of the long range element of the plan, while identifying a phased implementation program to expand service in line with the expanding demographics of the Spring Hill and Brooksville areas.

The MPO maintains an extensive analysis of the mobility needs of the County population based upon the area's demographics and travel characteristics. The MPO continues to access the mobility needs of persons who are potentially transit dependent but who are not classified as "transportation disadvantaged."

The Bicycle/Pedestrian Advisory Committee (BPAC) provides continuing proactive input to the MPO on bicycle and pedestrian issues. Safety and security issues are of primary importance, and many plan recommendations are directed to ensure that projects and programs are being put in place to reduce crash occurrences and promote the development of an efficient multi-modal network. To this end, the FY 2025 LRTP update fully incorporated the various motorized and non-motorized elements of the transportation system.

The MPO is actively involved with monitoring the condition of the State and local roadway system within Hernando County. There has been a continued effort to update the inventory of the functionally classified network, both from a physical and operational perspective. Level of service data is updated annually and made available to local governments to assist in the development of concurrency programs. A Congestion/Mobility Management System (C/MMS) has functioned since 1997. A Transportation Systems Operations Committee (TSOC) provides technical guidance for the C/MMS process.

PLANNING PROGRAM LEVEL OF EFFORT

The level of planning effort envisioned in this UPWP is based upon countywide needs in a County which continues to experience rapid development. The growth rates, coupled with limited resources, accentuate the need for transportation improvements to be effectively and continually coordinated with available resources through a technically sound and realistic prioritization of transportation projects. In 2003, the MPO developed a set of Goals and Objectives as part of an overall Policy Framework to guide this part of its program in the creation of a Cost Affordable Plan.

Although by land area much of the County is still in a developing rural condition, urbanization is a trend. Opportunities exist to increase the role of alternative forms of transportation in providing greater community mobility. The MPO program is actively involved in exploring these opportunities through its bicycle, pedestrian, transit, and aviation development programs.

Over the past decade, the County has seen the development of an expanding regional transportation market as the Tampa Bay commuter shed expands northward. The MPO and County actively plan for the construction of major regional highway linkages, which have the potential of markedly impacting the character of the County. The MPO has directed that its program fully explore the manner in which these impacts present both challenges and opportunities in maintaining a high level of mobility for all segments of the population.

PLANNING PRIORITIES FOR THE METROPOLITAN AREA

For fiscal year 2008, MPO staff will focus on the following planning activities:

- Long Range Transportation Plan (3.7)
 - Continue the development of the 2035 Long Range Transportation Plan.
- Congestion/Mobility Management System (3.8)
 - Maintain and update ITS Concept of Operation Plan consistent with the Regional ITS Architecture.
 - Update an annual transportation survey to identify current transportation trends and concerns.
 - Complete a frontage road plan and map for the SR 50 corridor east of Spring Hill.
- Short Range Planning (3.3, 3.8)
 - Provide technical support to local jurisdictions on the transportation impact of new development.
 - Enhance analysis tools and methodology used to determine Levels of Service.
- Mass Transit Planning Program (3.1.1, 4.1)
 - Coordinate plans and programs for the implementation of Bi-County express bus service on the US corridor.
 - Coordinate local and regional transit development through the West Central Florida MPO Chairs Coordinating Committee (CCC) and the Tampa Bay Area Regional Transportation Authority (TBARTA).
- Bicycle Pedestrian Planning (3.0, 4.2)
 - Assist in the coordination of regional multi use trail plan updates.
 - Strengthen the intermodal connection of THE Bus with the bicycle use.

PLANNING FACTORS

SAFETEA-LU requires MPOs to consider eight specific factors in the development of transportation plans and programs. These include:

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

FHWA “VITAL FEW” GOALS

For FY 2008/2009 - 2010/2011, FHWA has not identified Planning Emphasis Areas. Rather, it has set forth three (3) “Vital Few” areas of focus which include: Safety, Environmental Stewardship and Streamlining, and Congestion Mitigation. These are addressed as follows:

1. Safety of the Highway and Public Transportation System (Tasks 2.1, 3.1.1, 3.1.2, 3.2, 3.4, 3.7, 3.8)
2. Environmental Stewardship and Streamlining (Tasks 1.3, 3.3, 3.7, 3.8)
3. Congestion Mitigation (Tasks 2.1, 3.1, 3.4, 3.8)

REGIONAL PLANNING PROGRAM

Beginning in 1992, the Tampa Bay area MPOs have addressed regional issues through the Tampa Bay Area MPO Chairmans Coordinating Committee (CCC). Elements included in this process are:

1. Regional long-range transportation plan elements;
2. A regional project selection process;
3. A regionally coordinated congestion management program;
4. A Regional Multi-Use Trail Element; and,
5. Regional coordination on air quality planning issues.

In 2000, the Florida Legislature expanded the group’s original membership of Pasco, Pinellas, Hernando and Hillsborough Counties to include the Polk and Manatee/Sarasota County MPOs. To reflect the added membership, the CCC’s name was changed to the *West Central Florida MPO Chairs Coordinating Committee*. Also, pursuant to recent State legislation, a conflict resolution process was developed for the committee which was implemented in 2001.

MPO staff continues to participate in the MPO Staff Directors Coordination Team, which meets bi-weekly to provide staff support for the CCC Board. As part of its responsibilities in supporting improved regional coordination of plans and programs, the Hernando County MPO has participated in the development and updates of regional coordination documents.

In 2007, the Florida Legislature created the Tampa Bay Area Regional Transportation Authority (TBARTA). This seven-county regional board also includes representation from the West Central Florida MPO Chairs Coordinating Committee (CCC). The Hernando MPO is fully engaged in and committed to the success of the multi-modal regional transportation process.

PUBLIC INVOLVEMENT PROCESS

To represent the broad cross-section of all the residents of Hernando County, the MPO, with concurrence of the Florida Department of Transportation (FDOT) and the Federal Highway Administration (FHWA), provides four modes of communication. The first consists of a specified time on the MPO Board meeting agenda for citizen input during every meeting. Second, a Citizens Advisory Committee (CAC) provides a formal framework for continuing public input on the Unified Planning Work Program (UPWP), the Transportation Improvement Program (TIP), and the Long Range Transportation Program (LRTP) as well as other elements of the transportation planning process.

The third mechanism is an MPO newsletter sent to various civic and public organizations, interested citizens, and the media. The newsletter includes Board and committee meeting dates, previous and upcoming agenda items, current transportation issues and events, and the names of contact persons for further information. The newsletter, meeting agendas and planning documents are also posted on the MPO's Internet website, www.hernandocounty.us/mpo/index.htm.

The fourth mechanism consists of an annual transportation survey that is nominally published in the local newspapers and on the MPO's website. This citizen survey is conducted in winter to early spring and is an effective conduit for ascertaining public opinion. All of the MPO's processes, programs and plans comply with the public involvement procedures of Title VI, which states:

“No persons in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal, financial assistance.”

The complaint procedure of the MPO's Title VI was updated in July 2006.

SECTION 2: ORGANIZATION & MANAGEMENT

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ORGANIZATION

The Hernando County MPO is the primary agency responsible for transportation planning in the Brooksville Urban Area and the rest of Hernando County.

Metropolitan Planning Organization Board (MPO)

The MPO presently consists of six (6) voting members representing two local governments and one non-voting representative from the Florida Department of Transportation (FDOT). The Board is comprised of local elected officials and has the responsibility to develop and adopt plans, and to recommend improvement priorities for the transportation system. As of February 26, 2008, the MPO membership included the following:

Hernando County

Commissioner David D. Russell, Jr., Chairman
Commissioner Christopher A. Kingsley, Vice-Chairman
Commissioner Rose Rocco
Commissioner Diane B. Rowden
Commissioner Jeff Stabins

City of Brooksville

David Pugh, Mayor

Florida Department of Transportation (Ex-Officio)

Donald Skelton, District Secretary, District Seven

Operational Procedures and Bylaws

The MPO is required to meet quarterly at a minimum. However, the MPO Board convenes nominally six times per year. On years that involve updating the Long Range Plan, the number of meetings increase as needed. All meetings are televised on the government local access cable channel and provide opportunity for public participation. Since the Board consists of five voting members, the Chairperson only votes in tie-breaking situations. In order to afford the City of Brooksville representative the opportunity to vote on all issues that come before the MPO, the bylaws do not permit the City representative to hold the Chairman's position. A quorum consists of four voting members.

MANAGEMENT

The organizations that support the MPO planning process include the Hernando County Planning Department, which serves as staff to the MPO, and the Florida Department of Transportation District Seven Planning Office in Tampa, Florida.

RECENT ACCOMPLISHMENTS

In December 2004, the 2025 Long Range Transportation Plan (LRTP) update was adopted. Participation in the Regional Transportation Analysis through its Technical Review Team (TRT) and Long Range Transit Element (LRTE).

The MPO completed its Brooksville urban area major update of the Transit Development Plan (TDP) in June 2006. Community workshops were conducted in April 2006 to provide definitive input on the TDP update.

The latest newspaper/internet transportation survey was conducted in the Spring of 2007. An interactive MPO internet website also continues to be maintained and updated. As a part of the Long Range Plan update process, the MPO held two highly beneficial full day consensus building workshops in the Spring and Autumn of 2004.

MPO AGREEMENTS

The following recently executed agreements are:

1. Jan. 15, 2008 Transportation Enhancement Projects Interlocal Agreement (City of Brooksville, Hernando County, MPO)
2. Dec. 18, 2007 Staff Services Agreement Update (Hernando County, MPO)
3. Sep. 25, 2007 Transit Operations Interlocal Agreement (City of Brooksville, Hernando County, MPO)
4. Oct. 6, 2005 Public Transportation Planning, Section 5303 JPA
5. Nov. 4, 2004 Urban Area Boundaries and Federal Functional Classification Map (Brooksville)
6. Nov. 3, 2004 FHWA Boundary Map
7. May 3, 2004 Interlocal Agreement for the creation of the MPO
8. May 3, 2004 Interlocal Planning Funds (PL) Joint Participation Agreement
9. May 3, 2004 Intergovernmental Coordination and Review and Public Transportation Coordination JPA

COMMITTEES

Several committees are actively involved in the transportation planning process. They include:

1. ***Bicycle/Pedestrian Advisory Committee (BPAC)***
The Bicycle/Pedestrian Advisory Committee (BPAC) was established to provide a continuing forum with which to analyze and promote bicycle and pedestrian issues and projects as an integral part of a multi-modal transportation planning process. The BPAC initiates updates on the prioritization of transportation enhancement projects. The BPAC meets on a quarterly basis.
2. ***Citizens Advisory Committee (CAC)***
The Citizens Advisory Committee (CAC) provides a formal framework for continuing public input on the UPWP, the Transportation Improvement Program (TIP), and the Long Range Transportation Plan (LRTP), as well as other elements of the transportation planning process. The CAC meets on a quarterly basis to provide public input at all stages of the planning process.
3. ***Technical Advisory Committee (TAC)***
The Technical Advisory Committee (TAC) is composed of technically qualified representatives from agencies responsible for developing, operating, or improving the transportation system in Hernando County. Committee duties include the coordination of transportation planning and programming arising from the review of transportation technical studies and reports submitted to it. The TAC meets bi-monthly.
4. ***Transit Technical Committee (TTC)***
The Transit Technical Committee (TTC) is composed of MPO staff, an FDOT representative, County Fleet Maintenance, Hernando County Social Services, Tourist Development and The Hernando Express Bus (THE Bus) operator. This committee meets as needed to provide first tier analysis of transit operations issues. As such, it provides technical support to the Transit Review Committee.

5. ***Transportation Disadvantaged Local Coordinating Board (TDLCB)***

The Transportation Disadvantaged Local Coordinating Board (TDLCB) is the technical level review Board established, consistent with Florida Statute, Chapter 427. The LCB oversees the activities of the Community Transportation Coordinator (CTC) and the overall transportation disadvantaged service program. The MPO serves as the Designated Official Planning Agency (DOPA) for the transportation disadvantaged program and functions as the appointing authority for the LCB. The LCB meets on a quarterly basis.

6. ***Transportation Systems Operations Committee (TSOC)***

The Transportation Systems Operations Committee (TSOC) is a subcommittee of the TAC providing support in identifying deficiencies, developing mitigative strategies, and ensuring effective intergovernmental coordination for the efficient operation of the Hernando County transportation system. The committee focuses on highway operation improvements, congestion and safety management, mobility management and intergovernmental coordination. The TSOC generally meets on a semi-annual basis.

**FEDERAL FY 2008/2009 thru FY 2009/2010
CERTIFICATIONS AND ASSURANCE FOR FTA ASSISTANCE**

Name of Applicant: HERNANDO COUNTY METROPOLITAN PLANNING ORGANIZATION

The Applicant agrees to comply with applicable requirements of Categories 1 -15. √
(The Applicant may make this selection in lieu of individual selections below.)

The Applicant agrees to comply with the applicable requirements of the following categories it has selected:

- 1. Certifications and Assurances Required of Each Applicant _____
- 2. Lobbying Certification _____
- 3. Certification Pertaining to Effects on Private Mass Transportation Companies _____
- 4. Public Hearing Certification for a Project with Substantial Impacts _____
- 5. Certification for the Purchase of Rolling Stock _____
- 6. Bus Testing Certification _____
- 7. Charter Service Agreement _____
- 8. School Transportation Agreement _____
- 9. Certification for Demand Responsive Service _____
- 10. Substance Abuse Certifications _____
- 11. Certification for Interest or Other Financing Costs _____
- 12. Certifications and Assurances for the Urbanized Area Formula Program,
the Job Access and Reverse Commute Program, and the Clean Fuels
Formula Program _____
- 13. Certifications and Assurances for the Elderly and Person with Disabilities
Program _____
- 14. Certifications and Assurances for the Non-urbanized Area Formula Program _____
- 15. Certifications and Assurances for the State Infrastructure Bank (SIB) Program _____

(Both sides of the Signature Page must be appropriately completed and signed where indicated.)

Appendix A

FEDERAL FY 2008/2009 thru FY 2009/2010
FTA CERTIFICATIONS AND ASSURANCES

(Required of all Applicants for FTA assistance and all FTA Grantees with an active capital or formula project)

Name of Applicant: HERNANDO COUNTY METROPOLITAN PLANNING ORGANIZATION

Name and Relationship of Authorized Representative: David D. Russell, Jr., MPO Chairman

BY SIGNING BELOW I, David D. Russell, Jr., on behalf of the Applicant, declare that the Applicant has duly authorized me to make these certifications and assurances and bind the Applicant's compliance. Thus, the Applicant agrees to comply with all Federal statutes, regulations, executive orders, and administrative guidance required for each application it makes to the Federal Transit Administration (FTA) in Federal FY 2008/2009 thru FY 2009/2010.

FTA intends that the certifications and assurances the Applicant selects on the other side of this document, as representative of the certifications and assurances in Appendix A, should apply, as required, to each project for which the Applicant seeks now, or may later, FTA assistance during Federal FY 2008/2009 thru FY 2009/2010.


The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document and any other submission made to FTA, and acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 *et seq.*, as implemented by U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31 apply to any certification, assurance or submission made to FTA. The criminal fraud provisions of 18 U.S.C. 1001, apply to any certification, assurance, or submission made in connection with the Urbanized Area Formula Program, 49 U.S.C. 5307, and may apply to any other certification, assurance, or submission made in connection with any other program administered by FTA.

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances and any other statements made by me on behalf of the Applicant are true and correct.

Signature: 

Date: May 20, 2008

Name: David D. Russell, Jr., Chairman
Hernando County MPO

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY ONLY
BY  KW 5/6/08
County Attorney's Office

AFFIRMATION OF APPLICANT'S ATTORNEY
for HERNANDO COUNTY METROPOLITAN PLANNING ORGANIZATION

As the undersigned legal counsel for the above-named Applicant, I hereby affirm to the Applicant that it has authority under State and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the certifications and assurances have been legally made and constitute legal and binding obligations on the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances, or of the performance of the project. Furthermore, if I become aware of circumstances that change the accuracy of the foregoing statements, I will notify the Applicant promptly, which may so inform FTA.

Signature:  _____

Date: May 20, 2008

KENT L. WEISSINGER, Sr. Asst. Co. Atty., for and at request of
Printed Name: Garth C. Coller, County Attorney
Hernando County Attorney

**APPLICATION FOR
FEDERAL ASSISTANCE**

Version 7/03

1. TYPE OF SUBMISSION: Application		2. DATE SUBMITTED	Applicant Identifier
<input type="checkbox"/> Construction	<input type="checkbox"/> Pre-application	3. DATE RECEIVED BY STATE	State Application Identifier
<input checked="" type="checkbox"/> Non-Construction	<input type="checkbox"/> Construction	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
<input type="checkbox"/> Non-Construction	<input type="checkbox"/> Pre-application		

5. APPLICANT INFORMATION

Legal Name: HERNANDO COUNTY	Organizational Unit: Department: HERNANDO COUNTY METROPOLITAN PLANNING ORGANIZATION
Organizational DUNS: 073212920	Division:
Address: Street: 20 NORTH MAIN STREET, ROOM 262	Name and telephone number of person to be contacted on matters involving this application (give area code) Prefix: MR. First Name: DENNIS
City: BROOKSVILLE	Middle Name L.
County: HERNANDO	Last Name DIX
State: FLORIDA	Suffix:
Zip Code 34601	Email: Dennisd@co.hernando.fl.us
Country: USA	

6. EMPLOYER IDENTIFICATION NUMBER (EIN):
59-1155275

Phone Number (give area code) (352) 754-4057, ext. 28014	Fax Number (give area code) (352) 754-4420
---	---

8. TYPE OF APPLICATION:
 New Continuation Revision
If Revision, enter appropriate letter(s) in box(es)
(See back of form for description of letters.)

Other (specify)

7. TYPE OF APPLICANT: (See back of form for Application Types)
N
Other (specify)
MPO

9. NAME OF FEDERAL AGENCY:
FEDERAL TRANSIT ADMINISTRATION

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:
20-505

TITLE (Name of Program):
SECTION 5303 - TECHNICAL STUDIES GRANT

11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:
UNIFIED PLANNING WORK PROGRAM SUPPORT FOR FY 2008/09

12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):
HERNANDO COUNTY

13. PROPOSED PROJECT
Start Date: 07/01/08 Ending Date: 06/30/09

14. CONGRESSIONAL DISTRICTS OF:
a. Applicant DISTRICT FIVE b. Project DISTRICT FIVE

15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 47,388 ⁰⁰	a. Yes. <input type="checkbox"/>	THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE:
b. Applicant	\$ ⁰⁰	b. No. <input type="checkbox"/>	PROGRAM IS NOT COVERED BY E. O. 12372
c. State	\$ 5,924 ⁰⁰	<input type="checkbox"/>	OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW
d. Local	\$ 5,924 ⁰⁰	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
e. Other	\$ ⁰⁰	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
f. Program Income	\$ ⁰⁰		
g. TOTAL	\$ 59,236 ⁰⁰		

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

a. Authorized Representative

Prefix MR.	First Name DAVID	Middle Name D.
Last Name RUSSELL	Suffix JR.	
b. Title MPO CHAIRMAN	c. Telephone Number (give area code) (352) 754-4000	
d. Signature of Authorized Representative	e. Date Signed MAY 20, 2008	

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Prescribed by OMB Circular A-102

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY ONLY
BY *[Signature]* KW 5/6/08
County Attorney's Office

SECTION 5303
Approved Project Budget for FY 2008/2009
(total dollars)

TECHNICAL CLASSIFICATIONS:

	(total)	(FTA only)
44.21.00 Program Support and Administration	\$ 3,338	\$ 2,670
44.22.00 General Development and Comprehensive Planning	\$10,500	\$ 8,400
44.23.00 Long Range Transportation Planning (including Major Investment Studies and IS)		
44.23.01 System Level		
44.23.02 Project Level		
44.24.00 Short Range Transportation Planning	\$45,398	\$36,318
44.25.00 Transportation Improvement Program		
44.16.00 Special Projects		
44.26.01 Americans with Disabilities Act (ADA)		
44.26.02 Clean Air Planning		
44.26.04 Environmental Justice		
44.26.05 Environmental Streamlining		
44.26.26 Safety		
44.26.07 Management and Operations		
44.26.08 Coordination of Non-Emergency Services		
44.26.09 Planning/NEPA Integration		
44.26.10 Consultation with Local Officials (State)		
44.26.11 Enhancing Technical Capacity of Planning Processes		
44.26.82 Planning Emphasis - System Management and Operations		
44.26.84 Planning Emphasis - Financial Planning		
44.26.86 Planning Emphasis – Environmental and Community Impact		
44.26.88 Planning Emphasis – Transportation and Equity		
44.27.00 Other Activities		
TOTAL NET PROJECT COST	\$59,236	\$47,388

ACCOUNTING CLASSIFICATIONS:

44.30.01 Personnel	\$36,236	\$28,988
44.30.02 Fringe Benefits	(incl. above)	(incl. above)
44.30.03 Travel		
44.30.04 Equipment		
44.30.05 Supplies		
44.30.06 Contractual	\$23,000	\$18,400
44.30.07 Other		
44.30.08 Indirect Charges		
TOTAL NET PROJECT COST	\$59,236	\$47,388

FUND ALLOCATIONS:

44.40.01 MPO Activities	\$59,236	\$47,388
44.40.02 Transit Operator Activities		
44.40.03 State and/or Local Agency Activities		
TOTAL NET PROJECT COST	\$59,236	\$47,388
Federal Share (80%)	\$47,388	
Local Share (20%)	\$11,848	
Accounting Classification 91.37.08.8P-2 Description : Technical Studies - Planning FPC 02 Total Amount	\$59,236	

**APPLICATION FOR
FEDERAL ASSISTANCE**

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction	Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	2. DATE SUBMITTED	Applicant Identifier
		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5. APPLICANT INFORMATION

Legal Name: HERNANDO COUNTY	Organizational Unit: Department: HERNANDO COUNTY METROPOLITAN PLANNING ORGANIZATION
Organizational DUNS: 073212920	Division:
Address: Street: 20 NORTH MAIN STREET, ROOM 262	Name and telephone number of person to be contacted on matters involving this application (give area code) Prefix: MR. First Name: DENNIS
City: BROOKSVILLE	Middle Name L.
County: HERNANDO	Last Name DIX
State: FLORIDA Zip Code: 34601	Suffix:
Country: USA	Email: Dennisd@co.hernando.fl.us

6. EMPLOYER IDENTIFICATION NUMBER (EIN):
59-1155275

Phone Number (give area code) (352) 754-4057, ext. 28014	Fax Number (give area code) (352) 754-4420
---	---

8. TYPE OF APPLICATION:
 New Continuation Revision
 If Revision, enter appropriate letter(s) in box(es)
 (See back of form for description of letters.)
 Other (specify)

7. TYPE OF APPLICANT: (See back of form for Application Types)
 N
 Other (specify) MPO

9. NAME OF FEDERAL AGENCY:
 FEDERAL TRANSIT ADMINISTRATION

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:
 TITLE (Name of Program):
 SECTION 5303 - TECHNICAL STUDIES GRANT
 20-505

11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:
 UNIFIED PLANNING WORK PROGRAM SUPPORT FOR FY 2009/10

12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):
 HERNANDO COUNTY

13. PROPOSED PROJECT
 Start Date: 07/01/09 Ending Date: 06/30/10

14. CONGRESSIONAL DISTRICTS OF:
 a. Applicant DISTRICT FIVE b. Project DISTRICT FIVE


15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 47,388 ⁰⁰	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE:	
b. Applicant	\$ ⁰⁰	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
c. State	\$ 5,924 ⁰⁰	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
d. Local	\$ 5,924 ⁰⁰	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
e. Other	\$ ⁰⁰	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
f. Program Income	\$ ⁰⁰		
g. TOTAL	\$ 59,236 ⁰⁰		

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Local Share (20%)	\$11,848	
Accounting Classification 91.37.08.8P-2		
Description : Technical Studies - Planning FPC 02		
Total Amount	\$59,236	

SECTION 5303 PLANNING DEFINITIONS

1. Program Support and Administration (44.11.00). Includes basic overhead, program support, and general administrative costs directly chargeable to the FTA project; i.e., direct program support, administration, interagency coordination, citizen participation, public information, local assistance, UPWP development, etc. (If direct program administrative and support costs are included in each work or activity, do not enter them a second time in this category.)
2. General Development and Comprehensive Planning (44.12.00). Includes only the costs of activities *specifically emphasizing* regional policy and system planning for non-transportation functional areas, including the development and maintenance of related data collection and analysis systems, demographic analysis, and non-transportation modeling and forecasting activity; i.e., land use, housing, human services, environmental and natural resources, recreation and open space, public facilities and utilities, etc.
3. LRTP Metropolitan and Statewide.
 - a. LRTP - System level (44.13.01). Includes only the costs of activities *specifically emphasizing* long-range transportation system planning and analysis, i.e., long-range travel forecasting and modeling, including appropriate database development and maintenance for transportation in the entire metropolitan area or State, system analysis, sketch planning, system plan development, reappraisal or revision, and all long-range TSM activities.
 - b. LRTP - Project level (44.13.02). Includes only the costs of activities *specifically emphasizing* long-range project level planning and analysis, i.e., Major Investment Studies (corridor and subarea studies), cost effectiveness studies, feasibility and location studies, and the preparation of related draft environmental impact studies.
4. Short-Range Transportation Planning (44.14.00). Includes only the cost of activities *specifically emphasizing* short-range transportation system or project planning and analysis proposed in the next three to five years, i.e., management analyses of internal operations, such as management/administration, maintenance, personnel, and labor relations; service planning, including appropriate database development and maintenance; TDP preparation; financial management planning, including alternative fare-box policies; all short-range TSM activities, including van pool/ride sharing, high occupancy vehicles, parking management, etc.
5. TIP (44.15.00). Includes only the costs of activities *specifically emphasizing* the TIP development and monitoring.
6. Special Projects.
 - a. Americans with Disabilities Act (44.16.01). Includes only the cost of planning and analysis activities *specifically emphasizing* the planning, development, and improvement of transportation services to the elderly and persons with disabilities, particularly the wheelchair bound and semi ambulatory, i.e., 504 planning, special service planning and evaluation, paratransit policy, etc.
 - b. Clean Air Planning (44.16.02). Includes only the cost of FTA-assisted activities *specifically emphasizing* air quality planning and analysis, i.e., development analysis, evaluation of transportation control strategies and measures, air quality-related modeling and analysis of the TPs and programs; the SIP development and revision activities, air quality monitoring, etc. (Do not include the EPA, Section 175, funds.)

- c. Financial Planning (44.16.06). Includes only the cost of activities *specifically emphasizing* the development of the financial plan required by 49 U.S.C. Sections 5303(f) and 5304(b) to support implementation of the TIP and the Metropolitan LRTP.
 - d. Management Systems (44.16.07). Includes only the costs of activities *specifically emphasizing* the development, establishment, and implementation of the management systems required by the joint FHWA/FTA Management and Monitoring Systems regulation, 23 C.F.R. Parts 500 and 626 and 49 C.F.R. Part 614. In metropolitan areas, these systems are developed and implemented in cooperation with the MPOs. Three of the management systems, Traffic Congestion, Intermodal Facilities and Systems, and Public Transportation Facilities and Equipment, must be part of the metropolitan planning process. The costs for management systems for highways, pavement, bridge, and safety should use BLI 41.18.00, Highway Planning.
 - e. Public Participation (44.16.08). Includes only the cost of activities specifically emphasizing development, establishment, and implementation of the PIP as an integral part of the Statewide and metropolitan planning process.
 - f. Livable Communities (44.16.10). Includes only the cost of activities *specifically emphasizing* the planning for livable communities, i.e., consideration of those required factors that are specifically related to preserving or enhancing the quality of life. These factors include congestion relief and prevention, effect of transportation policy decisions on land use and development, and the overall social, economic, energy, and environmental effects of transportation decisions. Other planning activities emphasizing quality of life would include identification of the relevant issues that relate transportation goals to those of the community and analysis of methods to ensure consideration of quality of life factors in planning and programming.
7. Highway Planning (44.18.00). Specify and include only the cost of activities related exclusively to highway and highway-related planning, i.e., the development, establishment and implementation of the three highway management systems, pavement, bridge, and highway safety. Costs under this line item must be separable from non-highway costs to prevent double counting of proposed expenditures.
8. Other Activities (44.17.00). Includes only the cost of those activities whose primary emphasis is unrelated to the specific types of activities described above.

SECTION 3: WORK PROGRAM

SECTION 3: WORK PROGRAM

UPWP FORMAT

The FY 2008/2009 thru FY 2009/2010 UPWP was developed by the Hernando County Planning Department as the lead agency for the MPO. Input was obtained from the Florida Department of Transportation.

The specific transportation planning programs to be undertaken in the FY 2008/2009 thru FY 2009/2010 by the MPO are organized into four major categories. These include the following:

1.0 ADMINISTRATION

Includes those functions necessary to administer and manage the transportation planning program on a continuing basis:

- 1.1 Program Management and Accounting
- 1.2 Program Development and Review
- 1.3 Public Involvement

2.0 DATA COLLECTION

Consists of those work tasks required to provide a continuous monitoring of travel characteristics and factors affecting travel in Hernando County, and for the provision of data to public agencies, citizens, and consultants:

- 2.1 Highway System Performance Surveillance
- 2.2 Land Use and Socio-Economic Data Activities

3.0 PROJECT PLANNING

Contains transportation systems planning work tasks which are supportive of the overall transportation planning effort:

- 3.1.1 Mass Transit Planning Program, Transit Development Plan Update
- 3.1.2 Mass Transit Planning Program, Transit Operations Plan
- 3.2 Transportation Disadvantaged Coordination
- 3.3 Short Range Planning
- 3.4 Bicycle/Pedestrian Planning Program
- 3.5 Aviation Program
- 3.6 Special Projects
- 3.7 Long Range Plan Update
- 3.8 Congestion/Mobility Management System

4.0 REGIONAL COORDINATION

Contains the coordination of regional and State plans and programs, as well as regional congestion management:

- 4.1 Coordination of Regional Plans and Programs
- 4.2 Participation in Regional and Statewide Activities

SAFETEA-LU PLANNING FACTORS - UPWP TASK MATRIX

SAFETEA-LU PLANNING AREAS	UPWP TASKS															
	1.1	1.2	1.3	2.1	2.2	3.1	3.2	3.3	3.4	3.5	3.6	3.7	3.8	4.1	4.2	
1. Economic support enabling global competitiveness, productivity, and efficiency	✓	✓	✓			✓	✓			✓		✓	✓	✓	✓	
2. Increase of transportation system safety		✓	✓	✓		✓	✓		✓	✓		✓	✓		✓	
3. Increase accessibility and mobility options		✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	
4. Protect and enhance environment, promote energy conservation, improve quality of life		✓	✓		✓	✓	✓		✓		✓	✓	✓	✓	✓	
5. Enhance transportation system integration and connectivity across and between modes	✓	✓	✓			✓	✓		✓	✓		✓	✓	✓		
6. Promote efficient system management and operation	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓			
7. Emphasize the preservation of the existing transportation system		✓		✓						✓		✓	✓	✓		
8. Increase of transportation system security		✓	✓	✓		✓	✓		✓	✓		✓			✓	

1.1 Program Management and Accounting

1.2 Program Development and Review

1.3 Public Involvement

2.1 Highway System Performance Surveillance

2.2 Land Use and Socio-Economic Data Activities

3.1 Mass Transit Development Program

3.2 Transportation Disadvantaged Coordination

3.3 Short Range Planning

3.4 Bicycle/Pedestrian Planning Program

3.5 Aviation Program

3.6 Special Projects

3.7 Long Range Plan Update

3.8 Management Systems Plan

4.1 Coordination of Regional Plans and Programs

4.2 Participation in Regional and Statewide Activities

1.0 ADMINISTRATION

1.1 Program Management and Accounting

1.2 Program Development and Review

1.3 Public Involvement

UPWP TASK NUMBER: 1.1
TASK TITLE: Program Management and Accounting

OBJECTIVE:

Effective and efficient management of the entire transportation planning program for the Hernando County Area Transportation Study (HCATS). To carry out administrative duties related to the maintenance of a comprehensive transportation planning process.

PREVIOUS WORK:

Short and long range transportation planning activities to date have been conducted by the Hernando County Planning Department. The Planning Department, which serves as staff to the MPO, produces a citizen newsletter and other printed informational disbursements. Other significant activities and products include:

- ▶ FY 2007/08 - Unified Planning Work Program (UPWP) - adoption, May 2007
- ▶ FY 2007/08 - 2011/12 Transportation Improvement Program (TIP) - adoption, June 2007
- ▶ State Certification of MPO Process - May 2007
- ▶ Coordination on MPO Re-designation scenarios
- ▶ Invoicing and Progress Reports
- ▶ Transportation Survey - April 2008
- ▶ Interactive MPO Internet Website
- ▶ Annual Financial Audit - January 2008
- ▶ Computer hardware and software upgrades

METHODOLOGY:

The Hernando County Planning Department will provide the administrative assistance necessary to complete the work tasks identified in the UPWP. These management efforts include:

- ▶ Completion of PL, Sections 5303, 5307 and 5309 Fund invoicing and progress reports.
- ▶ Coordination with County Finance and Budget Office regarding Sections 5303, 5307 and 5309 grant expenditures, time sheets, audits, consistent with Federal, State and local requirements, in-kind match, and various other budgetary items.
- ▶ Coordination of an annual agency audit.
- ▶ Execution and review of grants, contracts, and agreements.
- ▶ Coordination and management of project consultants.
- ▶ Selection and coordination of MPO, TAC, TSOC, BPAC, TTC, and TD Local Coordinating Board and its Policy Subcommittee on meeting dates, agenda mail outs, news releases and minute-taking.
- ▶ Employee supervision.
- ▶ Scheduling of work tasks and task completion dates.
- ▶ Monitoring UPWP expenditures and processing amendments.
- ▶ Attendance at Florida MPO Advisory Council meetings.
- ▶ Attendance at various local and regional workshops, seminars, and training.
- ▶ Attendance at local, State and Federal transportation related meetings.
- ▶ Continued coordination with FDOT and MPOs on MPO re-designation activities.
- ▶ Maintenance of the MPO's Internet Website.
- ▶ Maintain, and replace as necessary, computer software and hardware consistent with available technology for use in document production and information transfer.

END PRODUCT:

Efficient and proper management of the transportation planning work effort in the fulfillment of UPWP tasks. This will include: the semi-annual publication of a citizen's newsletter, the monthly posting of relevant information on the MPO's website, quarterly submission of invoices, and an annual audit. The completion of this task contributes to a continuing, comprehensive, and coordinated transportation planning process with State MPO certification. Completion of the required Transportation Planning documents: FY 2010/2011 - 2011/12 UPWP (May 2010), FY 2009/2010 - 2013/2014 TIP (June 2009), and FY 2010/2011 - 2014/2015 TIP (June 2010). Procurement of the following computer equipment: computer replacement equipment as needed; three lap top computers with docking stations and monitors (\$9,000); and one multi-purpose printer/copier (\$2,000).

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	60,000		15,000			60,000
Pass Thru/ Consultant						
Other Agency						
Total	60,000		15,000			60,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	60,000		15,000			60,000
Pass Thru/ Consultant						
Other Agency						
Total	60,000		15,000			60,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

UPWP TASK NUMBER: 1.2
TASK TITLE: Program Development and Review

OBJECTIVE:

To effectively support and coordinate the entire Transportation Planning program for Hernando County by responding to current issues and providing a continuous review of the planning effort to maintain consistency with established transportation goals and objectives.

PREVIOUS WORK:

Work efforts in this task included: research for the update of the FY 2007/08 UPWP (adoption, May 2007) and FY 2007/08 - 2011/12 TIP (adoption, June 2007) documents; annual MPO Self-Certification Review; 2025 Long Range Transportation Plan (adoption, December 2004); attendance at various FHWA/FDOT training sessions; review of FDOT consultant reports; attendance with FDOT consultants in transportation studies and at routine planning meetings; participation in the quarterly West Central Florida MPOs Chairs Coordinating Committee (CCC) meetings; ongoing coordination with FDOT and its consultants on the Hernando County element of the Regional Transportation Analysis (RTA) model development which included the updating of Traffic Analysis Zones and land use/socio-economic data refinement and analysis in 2007; 2008 update of the Hernando County Comprehensive Land Use Plan; routine review of Comprehensive Plan Transportation Elements of adjoining local governments and of the region; the annual summer/autumn coordination of the County (Five-Year) CIP project scheduling with the State TIP (Five-Year Work Program); annual financial audits using the State Comptroller's Office methodology with indirect costs; the ETDM process in 2007/08; a major update of the TDP (adoption, June 2006) and the TDP Progress Report (September 2007); and SAFETEA-LU compliant update of the 2025 LRTP (June 2007).

METHODOLOGY:

Program Review and Development work tasks will include:

- ▶ Adoption of certification documents, including the FY 2010/2011 - 2011/2012 UPWP, FY 2009/2010 - 2013/2014 TIP, and FY 2010/2011 - 2014/2015 TIP.
- ▶ Supervision and coordination with FDOT of the Regional Transportation Analysis (RTA) Process.
- ▶ Participation and membership in the West Central Florida MPOs Chairs Coordinating Committee (CCC) and its Staff Directors Coordination Team.
- ▶ Ongoing recruitment of members for the Citizens Advisory Committee.
- ▶ Continued coordination and assistance to FDOT consultants.
- ▶ Coordination with Bay Area Commuter Services (BACS) for potential application of TDM measures.
- ▶ Review of regulations, reports, and technical studies from FDOT, FHWA, FTA, USDOT, FAA, and the Florida Commission for the Transportation Disadvantaged.
- ▶ Coordination with the Tampa Bay and Withlacoochee Regional Planning Councils, FDOT, and environmental permitting agencies on transportation related matters through the ETDM process.
- ▶ Coordination of the County's (Five-Year) CIP and State TIP (Five-Year Work Program) project scheduling.
- ▶ Maintaining and updating the Long Range Transportation Plan.
- ▶ Maintaining and updating the Hernando County Transportation Disadvantaged Service Plan.
- ▶ Maintaining the Transportation Improvement Program.
- ▶ Perform amendments to the Transportation Improvement Program and UPWP as needed.

- ▶ Post an annual list of projects which have obligated Federal funding.
- ▶ Maintain and coordinate the technical support services of the MPO's General Planning Consultant (GPC) in the completion of the various short and long range planning work tasks.
- ▶ Maintain technical tools and data sources for adequate decision making support.
- ▶ Maintaining and performing incremental updates to the Transit Development Plan.
- ▶ Monitor coordination of non-emergency transportation services.
- ▶ Maintain the MPO Continuity of Operations Plan.

END PRODUCT:

Completion of the required Transportation Planning documents: FY 2010/2011 - 2011/2012 UPWP (May 2010), FY 2009/2010 - 2013/2014 TIP (June 2009), FY 2010/2011 - 2014/2015 TIP (June 2010), and the continuation of an effective and responsive transportation planning process. MPO Certification review to be completed by May 2010. Annual ongoing ETDM planning and programming screening.

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	41,000		10,250			41,000
Pass Thru/ Consultant						
Other Agency						
Total	41,000		10,250			41,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	41,000		10,250			41,000
Pass Thru/ Consultant						
Other Agency						
Total	41,000		10,250			41,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

UPWP TASK NUMBER: 1.3
TASK TITLE: Public Involvement

OBJECTIVE:

To inform the public, encourage active participation and solicit enhanced input. This will improve service to citizens by expanding opportunities for public participation throughout the planning process.

PREVIOUS WORK:

Activities have included the administration and technical support of the Citizens Advisory Committee throughout the development and subsequent update of the LRTP (December 2003 - October 2004); update of the Public Involvement Process in November 2003, including the identification of minority and low income groups; public hearings, public workshops, consensus building forums, and environmental justice workshops in developing the 2025 Long Range Transportation Plan Update (December 2004); Community-Based Workshops (December 2006); major TDP Update (June 2006); publication of public information documents; organization of routine public meetings and hearings; review and updating of public information procedures and plan documents to conform to the requirements of SAFETEA-LU; ongoing maintenance of an interactive MPO website; publication and distribution of semi-annual newsletters; and on-board transit survey (April 2008).

METHODOLOGY:

To provide for and enhance public participation in the Transportation Planning process. This effort will include:

- ▶ Maintain the ongoing use of the Citizens Advisory Committee and coordinate its recommendations with the MPO Board.
- ▶ Holding community-level workshops on major issues and plan products, and tailor the content and locations of the workshops based upon specific planning issues.
- ▶ Public speaking engagements at community organizations and contacting the traditionally under-served community.
- ▶ Posting of newsletters and documents on the MPO's interactive website accessible to the visually impaired.
- ▶ Whenever appropriate, use visualization techniques during public meetings and workshops, and increase use on the MPO's website.
- ▶ Public hearing announcements and distribution of public service announcements to the press.
- ▶ BPAC, CAC, TAC, TSOC, TTC, TRC and community-wide citizen transportation surveys.
- ▶ Year-end analysis of information requests to access appropriate public information responses.
- ▶ Continual monitoring of the MPO's public involvement program, including an annual evaluation and review of the program, an update of the adopted Public Involvement Plan, and as necessary, enhance its effectiveness to assure that low-income and minority populations are pro-actively and effectively included in the planning process.
- ▶ As part of the upcoming 2035 Long Range Transportation Plan Update, the MPO will conduct a comprehensive Community Impact Assessment to determine the impact of planned transportation projects on all segments of the community.
- ▶ The MPO will continue to adhere with Environmental Justice guidelines, to address impacts on identified low-income and minority groups.
- ▶ Develop and implement a Limited English Proficiency Plan.

- ▶ Conduct citizen Consensus Building and Environmental Justice Workshops during development of the 2035 LRTP Needs Plan and Cost Affordable Plan.
- ▶ Consultant services may be used to develop newsletters, and assist with public workshops and meetings, for which \$15,000 in PL funding is budgeted.

Special emphasis will continue to include the traditionally under-served and under-represented in the transportation planning process. The MPO will also assess the distribution of benefits and adverse environmental impacts at both the plan and project level, and will focus on low income and minority populations. Additionally, the MPO will continue the use of enhanced audio and video equipment to assist during presentations in the MPO/BCC meeting room. Consultant services may be used on this task.

END PRODUCT:

- ▶ Development of BPAC, CAC, TAC, TSOC, TTC, and MPO meeting agendas (ongoing).
- ▶ MPO Newsletter distributed to the public and published electronically in June and December 2009 and 2010.
- ▶ A current Interactive Internet website that is accessible to the visually impaired (ongoing).
- ▶ Innovative ongoing recruitment and participation strategies for CAC and BPAC.
- ▶ Assurance that the principles of Environmental Justice have been adequately addressed (ongoing).
- ▶ Completion and implementation of a Limited English Proficiency Plan by December 2009.
- ▶ Early and comprehensive input into the LRTP update and amendment process, consistent with Title VI of the Civil Rights Act and Environmental Justice Orders by February 2009.
- ▶ Develop and adopt a comprehensive Public Participation Plan in conformance with the guidelines of SAFETEA-LU by November 2008.

(Estimated Consultant Fees: \$15,000)

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	20,000		5,000			20,000
Pass Thru/ Consultant						
Other Agency						
Total	20,000		5,000			20,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	25,000		6,250			25,000
Pass Thru/ Consultant						
Other Agency						
Total	25,000		6,250			25,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

2.0 DATA COLLECTION

2.1 Highway System Performance Surveillance

2.2 Land Use and Socio-Economic Activities

UPWP TASK NUMBER: 2.1
TASK TITLE: Highway System Performance Surveillance

OBJECTIVE:

To monitor traffic volume data, including link volume counts and counts at major intersections. This information is used to evaluate the operating efficiency and condition of the existing classified transportation network, including the local and State maintained systems.

PREVIOUS WORK:

With assistance from the County Department of Public Works personnel and the MPO's General Planning Consultant, County Planning Department staff has maintained an ongoing program to collect traffic volume data on all links of the County road network. A table indicating the existing operating service levels of various road links is updated by December of each year and is available to the public. The latest and historic traffic count data (i.e., date of count, daily count, hourly count of each link) is also available to the public via the MPO website, e-mail and/or printed form. The spreadsheet containing the data is routinely updated annually each spring. Highway Capacity software was used to evaluate the Level of Service (LOS) of roadway segments. A relational GIS database is updated annually. The 2006 traffic count data is being used in the regional transportation model validation process which commenced in winter 2006.

METHODOLOGY:

Traffic counts will continue to be collected, monitored, and made available to the public. Expansion and refinement of the traffic count program will occur where possible. Staff will annually review operational deficiencies based on the most current traffic volume data. This task is coordinated with activities to update existing highway system characteristics for the Congestion/Mobility Management System and the Long Range Transportation Plan (next major update - December 2009). Data is collected using MPO and other operating department resources. Additionally, the MPO will continue in its efforts to interactively coordinate with FDOT District Seven on the State's Highway Performance Measuring System (HPMS). This material is annually incorporated into a comprehensive relational database and GIS system (by December of each year) for use in the C/MMS, LRTP, ETDM and other planning projects. Also included are LOS updates, and the maintenance of transit, inter-modal and transportation disadvantaged information for the GIS database. Methodology used to calculate the roadway level of service will be consistent with the current FDOT Level of Service Handbook. GIS database compatible intersection and link analysis software will be updated as needed. The precision and reliability of data are analyzed with each update. Consultant services may be used on this task to integrate field data into the MPO's database analysis software

END PRODUCT:

An established and continuing program for monitoring traffic volume at data stations throughout the Study Area off of the State Highway System; a current file of traffic count data is updated annually; a published transportation data report (traffic volume and classification surveys, roadway inventories) is developed according to instructions in the standardized guides, with an updated Level of Service (LOS) table and relational GIS database by December 2008 and December 2009; and an updated ETDM process by February 2009 and February 2010.

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	24,000		6,000			24,000
Pass Thru/ Consultant						
Other Agency						
Total	24,000		6,000			24,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	25,000		6,250			25,000
Pass Thru/ Consultant						
Other Agency						
Total	25,000		6,250			25,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

UPWP TASK NUMBER: 2.2
TASK TITLE: Land Use and Socio Economic Activities

OBJECTIVE:

To monitor and update, on a continuing basis, transportation related socio-economic and land use data.

PREVIOUS WORK:

Housing completion information continued to be transformed into socio-economic (SE) data on a monthly basis for use in transportation modeling. Data was tabulated by Traffic Analysis Zones (TAZ) on an as needed basis. Pursuant to the three-year LRTP update cycle for the Regional Transportation Analysis, in March 2003 the TAZ structure was expanded from 133 to 141 TAZs. Subsequently, in 2006, the TAZ structure was further refined to reflect planned densities in the eastern part of the county, particularly around the I-75/SR 50 interchange area, and the number of TAZ was expanded to 234. Subsequently, in 2007, information regarding existing land use for the reconfigured zonal system was provided to FDOT for use in its model validation activities for the 2006 base year. In support of model validation, the MPO also incorporated updated Census data, including geographic boundary updates and examined impacts that resulted from the Census definition.

To verify zonal data used in both the validation and future year modeling programs, the MPO continues to utilize a collaborative process among MPO and Planning Department staff having land use and demographic responsibilities for reviewing housing, population, and employment variables on a zone-by-zones basis. This data was used throughout FY 2003/04 as part of the 2025 LRTP Update and for confirming 2006 base year data for the refined TAZ structure. Efforts also included the continuing development of land use and socio-economic data for the 2025 Comprehensive Land Use Plan. Staff has also participated with the Regional Transportation Analysis Technical Review Team Land Use Subcommittee in providing information about land use policies needed for the calibration and validation of the Tampa Bay Regional Planning Model.

METHODOLOGY:

MPO staff will continue the collection and refinement of the 2006 base year, current year, and LRTP horizon year socio-economic database. The data collected includes variables such as permanent and seasonal population, housing units, households, labor statistics, school enrollment, tourism, and employment trends.

Socio-economic data for the 2006 base year is to be projected to the 2035 planning horizon for the next iteration of the Regional Transportation Analysis (RTA). The analysis of alternative future land use scenarios is included in the process. The MPO will work cooperatively with FDOT and its consultant(s) to provide socio-economic data on a timely basis in support of the iterative modeling process for the RTA, and for the Efficient Transportation Decision Making (ETDM) process. The MPO will also continue to provide information about land use policies and approved development as inputs to the Tampa Bay Regional Urban Land Use Allocation model, and provide transportation data support to other agencies and their consultants. The cooperative process between MPO and Hernando County Planning Department staffs will continue to be applied in refining zonal data during the 2035 LRTP Update process scheduled to be completed in August 2008.

END PRODUCT:

An updated and refined inventory and projection of current socio-economic and land use variables consistent with the modified TAZ structure, for use in the transportation modeling process for the 2035 LRTP update by December 2008. Consistent with the Regional Transportation Analysis' five-year plan update cycle, work on this task is to be completed by December 2009.

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	10,000		2,500			10,000
Pass Thru/ Consultant						
Other Agency						
Total	10,000		2,500			10,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	5,000		1,250			5,000
Pass Thru/ Consultant						
Other Agency						
Total	5,000		1,250			5,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

3.0 PROJECT PLANNING

3.1 Mass Transit Development Program

3.1.1 Transit Development Plan Update

3.1.2 Transit Operations Planning

3.2 Transportation Disadvantaged Coordination

3.3 Short Range Planning

3.4 Bicycle/Pedestrian Planning Program

3.5 Aviation Program

3.6 Special Projects

3.7 Long Range Plan Update

3.8 Congestion/Mobility Management System

UPWP TASK NUMBER: 3.1.1
TASK TITLE: Mass Transit Planning Program
SUBTASK: Transit Development Plan Update

OBJECTIVE:

To maintain the MPO's adopted Transit Development Plan (TDP) in accordance with State guidelines, and to ensure that results from the TDP analysis are incorporated as part of the MPO's transit operations and long-range transportation planning processes.

PREVIOUS WORK:

A major TDP Update for FY 2007-2011 was adopted in June 2006. The 2006 Major Update included an analysis of updated demographic data consistent with the 2000 Census, along with an extensive analysis of demographic trends that impact potential transit ridership. The Update culminated in a five-year service plan and ten-year strategic plan and an updated five-year financial plan.

In accordance with recently adopted Rule 14-73, the MPO approved a "2007 TDP Progress Report" which focused on the five-year implementation plan approved by the MPO and the Board of County Commissioners. Additionally, in keeping with the requirements of HB 985 requiring monitoring of the operator's farebox recovery ratio, the MPO prepared a "2007 Farebox Recovery Ratio Report" which was approved in August 2007 and submitted to FDOT as part of the Progress Report.

An in-depth comparison of peer group transit programs throughout the country was also conducted. Much of the program's public involvement program was accomplished through an active Citizens Advisory Committee and through an extensive community outreach program. Previous activities related to meeting the goals of Environmental Justice were expanded through targeted workshops with minority and economically disadvantaged groups.

Included as part of the 2006 TDP Update was an Organization Assessment of the current institutional arrangement for the delivery of transit services in Hernando County. It also included a detailed operations plan conducted on behalf of the Board of County Commissioners, which oversees transit operations. MPO staff closely coordinated study efforts with the Florida Department of Transportation (FDOT) District Seven, the FDOT Public Transit Office, the Hernando County Board of County Commissioners (BCC), and the Hernando County Community Transportation Coordinator (CTC). Direct involvement of FDOT has been through the MPO's Transit Technical Committee (TTC).

METHODOLOGY:

This task will consist of the preparation of an annual TDP Progress Report based upon the adopted 2006 TDP Update and consistent with the requirements of Rule 14-73. The Progress Report will evaluate the revenue assumptions in the current TDP as well as the Long Range Transit Element (LRTE) adopted as part of the MPO's LRTP. Activities will involve an analysis of existing conditions for the current year, a reevaluation of proposed service concepts, a review of current and future trends that may have an impact on transit demand and service, and an update of available cost and revenue data. The MPO's Transit Technical Committee (TTC) will continue to provide input regarding system implementation issues. Extensive public involvement, including a focus on Environmental Justice and community outreach efforts, will continue on all update activities, and will be closely coordinated with the County's transportation disadvantaged program. Long-range transit planning efforts will be coordinated with regional transit operators. The findings of the updated TDP will continue to be incorporated in the MPO's upcoming Long Range Transportation Plan (LRTP) Transit Element, or any Hernando County Comprehensive Plan revisions. Consultant

services may be used to annually maintain the TDP and \$25,000 in PL funding has been allocated for this purpose.

END PRODUCT:

An updated Hernando County Transit Development Plan Progress Report by June 2008 and June 2009.

(Estimated Consultant Fees: \$25,000)

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	35,000		8,750			35,000
Pass Thru/ Consultant						
Other Agency						
Total	35,000		8,750			35,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	30,000		7,500			30,000
Pass Thru/ Consultant						
Other Agency						
Total	30,000		7,500			30,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

UPWP TASK NUMBER: 3.1.2
TASK TITLE: Mass Transit Planning Program
SUBTASK: Transit Operations Planning

OBJECTIVE:

To assist with the continued operation of a fixed-route transit system within the planned service area, and to perform a comprehensive, continuous program of transit needs assessment, operations, and modifications in response to changing conditions.

PREVIOUS WORK:

The 2006 Major TDP Update included a section on operational planning which provides specific operational assistance and guidance to the Board of County Commissioners as the transit operator in Hernando County. In 2007, a TDP "Progress Report" was completed. Additionally, the MPO, as the grantee for Federal urban formula transit funds, and in cooperation with the transit operator, continued to secure Federal, State and local revenues to support transit system capital and operational needs consistent with the financial plan contained in the TDP.

The program's public involvement was accomplished through the MPO's Citizens Advisory Committee, and through a community outreach program, including workshops and direct contact with groups throughout Spring Hill. A comparison of other transit programs throughout the State was also conducted. Direct FDOT involvement occurred through a Transit Technical Committee set up and administered by the MPO. The TDP also contains a recommended marketing plan which contains a comprehensive assessment of the effectiveness of marketing activities

METHODOLOGY:

This task will consist of ongoing activities resulting from recommendations in the 2006 Major TDP Update and the 2007 TDP Progress Report. Details to be coordinated between the MPO, Hernando County, and Mid Florida Community Services, Inc., to include operational issues related to a series of planning, budgetary and organizational tasks supporting continued operation of the transit system. The MPO and the transit operator will continue to refine transit operating, management, and performance monitoring systems.

Continuing operational activities include the following tasks:

- ▶ Marketing Program - The marketing goals and objectives identified in the TDP include: a broad-based community outreach program; multiple venues for the public to access information and purchase passes; advertising through use of print, broadcast and other media; an employer outreach program; public feedback mechanisms; and, coordination with local regional planning, transit and commuter agencies.
- ▶ Performance Monitoring - The MPO, in cooperation with Mid Florida Community Services, Inc., will continue to maintain a performance monitoring system as follows: update productivity and performance measures, incorporating the Transit Capacity and Quality of Service Manual (TCQSM) methodology; report to FDOT on these measures; develop operational objectives to include the following program areas: financial, ridership, service quality, level of service and safety; and identify performance measures and standards to assess the system's effectiveness. Consistent with National Transit Database (NTD) reporting procedures, staff will review ridership and other transit operating data to ensure accurateness and consistency.

- ▶ Refinement of the Operating and Routing Plan - As contained in the 2006 Major TDP Update and the 2007 TDP Progress Report, a series of planning recommendations for the expansion of mass transit services were detailed. The TDP contained an operational assessment of an on-board ridership survey conducted by FDOT and by the MPO subsequently to determine travel patterns on the transit system, and results from the survey were incorporated into the TDP's routing analysis. Using the MPO's Transit Technical Committee, specific changes to transit operations will continue to be analyzed in detail and refined using the results of the studies. Circulator and shuttle service headways will also be coordinated with existing and planned paratransit service. Use of feeder service will continue to be assessed consistent with recommendations from the TDP. In April 2007, the flag down system was terminated. All transit planning activities will be conducted consistent with Title VI/Environmental Justice guidelines.

- ▶ ADA Operational Issues - The Americans with Disabilities Act (ADA) service within the fixed-route service area has been very busy and this has created some operational issues in meeting the time requirements of the ADA guidelines. In order to address these as well as some capacity issues, the operator has reviewed its ADA certification process. Additionally, transit fares were increased, effectively doubling the ADA rate, thus making it slightly less competitive than the regular transit fare. It is anticipated that this will attract more ADA clients (who could access the system) to the fixed-route service, thereby alleviating some of the load on the ADA complementary para-transit service.

- ▶ Capital Equipment Acquisition - One ADA transit vehicle with wheelchair lifts was added to the transit fleet. Six operational and four reserve vehicles comprise the fixed-route service fleet. Three ADA vans service Spring Hill and Brooksville, with one additional van in reserve. Additional capital needs have been identified in the updated TDP, and locations for bus stops, signs, benches and shelters along the proposed routes will continue to be adjusted based upon operational data. Bus pass pricing adjustments and use of transfers will also be reviewed.

- ▶ Program Management - MPO staff will continue to coordinate its planning tasks with those of the transit operator. The Board of County Commissioner's Transit Operator Agreement details the managerial responsibilities of the County and those of the Operator, and will be used as the basis for monitoring the effectiveness of the program's management.

Activities under this task are consistent with the 2025 Multi-Modal Long Range Transportation Plan Update adopted in December 2004 and specifically, the Long Range Transit Element (LRTE) incorporated into the LRTP Update.

The Transit Technical Committee, formed to guide the TDP updates, as well as the Citizens Advisory Committee, will provide input on system implementation issues. Extensive public involvement will also continue. Consultant services may be used to assist with this task and \$50,000 in PL funding has been allocated for this purpose.

END PRODUCT:

Continued refinement and implementation of TDP recommendations and an assessment of additional transit system enhancements and support services consistent with the TDP by July 2008 and July 2009; and an ongoing system performance monitoring and evaluation, to include an analysis using the Transit Capacity and Quality of Service Manual (TCQSM) by July 2008 and July 2009.

FTA funding consists of \$47,388 (Section 5303) and \$25,000 (FHWA PL) FY 2008/09 and FY 2009/10 grant revenue. State and local funding each consist of a \$5,924 (10% match) in revenue for each year.

(Estimated Consultant Fees: \$50,000)

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	25,000	47,388	6,250 / 5,924	5,924		84,236
Pass Thru/ Consultant						
Other Agency						
Total	25,000	47,388	6,250 / 5,924	5,924		84,236

YEAR 2 - FY 2009/10*

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	25,000	47,388	6,250 / 5,924	5,924		84,236
Pass Thru/ Consultant						
Other Agency						
Total	25,000	47,388	6,250 / 5,924	5,924		84,236

* The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

UPWP TASK NUMBER: 3.2

TASK TITLE: Transportation Disadvantaged Coordination

OBJECTIVE:

Acting as the Designated Official Planning Agency (DOPA) by the Commission for Transportation Disadvantaged (CTD), the MPO is to assist the CTD, the Local Coordinating Board (LCB), and the contracting agencies in the long-range transportation disadvantaged planning process by optimizing services to the elderly, the handicapped, those who qualify under the Americans with Disabilities Act (ADA) and any other transportation disadvantaged individuals.

PREVIOUS WORK:

Planning Department staff continued to review and coordinate with Mid Florida Community Services, Inc., the Community Transportation Coordinator (CTC) for Hernando County, to evaluate and plan for the transportation needs of its disadvantaged citizens. The most recent annual update to the Transportation Disadvantaged Service Plan (TDSP) was completed June 2007. The Transportation Disadvantaged system is closely coordinated with the fixed-route transit service as it includes the Americans with Disabilities Act (ADA) element which complements the fixed-route service in addition to the existing paratransit system.

METHODOLOGY:

MPO staff includes a Transportation Disadvantaged Element in the TIP, which has project and program descriptions, the planned costs and anticipated revenues for services, and the year the project/services are to be implemented. Consultant services may be used on this task. The MPO, which functions as the TD Designated Official Planning Agency, will continue to:

- ▶ Monitor and evaluate performance of the Community Transportation Coordinator (CTC).
- ▶ Cooperate with the CTC in developing funding applications.
- ▶ Coordinate with the TDLCB to review/update the Transportation Disadvantaged Service Plan (TDSP).
- ▶ Attend and participate in meetings, seminars and workshops sponsored by the CTD and FDOT.
- ▶ Provide staff support to the TDLCB, including the Policy and Procedures Subcommittee, Grievance Committee, and the MPO.
- ▶ Coordinate TD planning with the Transit Development Plan.
- ▶ \$20,000 in PL funding may be expended on consultant services.

END PRODUCT:

- ▶ An annual review/update to the TDSP by October 2008 and October 2009, which includes:
 - evaluation of the CTC by the TDLCB
 - evaluation of the Planning Agency
 - evaluation of the Contracting agencies
- ▶ A Transportation Disadvantaged Element in the FY 2008/2009 - 2012/2013 TIP and FY 2009/2010 - 2013/2014 TIP (annually adopted in July).
- ▶ A current Hernando County TDSP reflecting continued fixed-route transit coordination (October 2008 and October 2009).
- ▶ Selection of a new CTC by July 2008.

(Estimated Consultant Fees: \$20,000)

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	10,000		22,791			30,291
Pass Thru/ Consultant						
Other Agency						
Total	10,000		22,791			30,291

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH***	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	10,000		23,197			30,697
Pass Thru/ Consultant						
Other Agency						
Total	10,000		23,197			30,697

* State In-Kind Match to PL funding is \$2,500. State TD Trust funding is \$20,291.

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

*** State In-Kind Match to PL funding is \$2,500. State TD Trust funding is \$20,697.

UPWP TASK NUMBER: 3.3
TASK TITLE: Short Range Planning

OBJECTIVE:

To develop, maintain and update the scheduling of land use and transportation infrastructure improvements and to ensure consistency between the MPO's C/MMS, TIP and the Capital Improvement Programs (CIPs) of the City of Brooksville, Hernando County, Citrus County, Pasco County, Sumter County, and the Florida Department of Transportation District Seven Office and the Turnpike Enterprise.

PREVIOUS WORK:

Planning Department staff maintains a Countywide level-of-service (LOS) review procedure for assessing the impact of new development. A link volume count spreadsheet (existing traffic plus approved development traffic) was updated as needed. Additionally, the Department coordinated with FDOT staff to implement access management plans, and analyzed specific roadway segments for LOS using an FDOT approved methodology. The MPO, in cooperation with the County, has maintained/modified the County's CIP and monitored implementation of the FDOT Five-Year Work Program.

METHODOLOGY:

MPO staff will:

- ▶ Participate with FDOT and other agencies with ongoing use of the Efficient Transportation Decision Making (ETDM) process for planning and programming significant transportation projects.
- ▶ Continue the review of proposed developments for concurrency and for plan consistency with any potentially impacted government jurisdictions, and regional transportation and environmental planning and regulatory agencies.
- ▶ Coordinate with FDOT staff in formulating access management plans and road classifications.
- ▶ Analyze LOS of road links using FDOT-approved criteria and procedures.
- ▶ In coordination with the FDOT District Seven Office and the Tampa Bay MPO coordination process, update TIP project priorities for the FY 2009/2010 - 2013/2014 and FY 2010/2011 - 2014/2015 TIP by August 2008 and August 2009.
- ▶ Update an analysis of the need for roadway link and intersection improvements that are scheduled in the first several years of the Five-Year CIP through the C/MMS process to ensure system safety.
- ▶ Continue participation on the Hernando and Citrus Counties Community Traffic Safety Team (CTST), to coordinate with traffic enforcement agencies to mitigate safety deficiencies.
- ▶ As feasible, schedule higher prioritized road improvements listed in the Long Range Transportation Plan for inclusion in the Five-Year CIP and TIP.
- ▶ Reconcile projects contained in the Long Range and Interim Year elements of the Transportation Plan with the priorities and processes of the TIP.
- ▶ Continue roadway functional classification review.
- ▶ Attend meetings, seminars and workshops sponsored by FHWA, FDOT, Florida Department of Community Affairs, and professional organizations, as appropriate, to maintain up-to-date and state-of-the-art professional competency.

- ▶ Upgrade computer software with available technology as necessary for use in highway, bicycle, pedestrian and transit capacity/LOS analysis.
- ▶ Consultant services may be used on this task.

Performance measures relative to the Hernando County C/MMS will be coordinated with the prioritization of facilities under the LRTP tasks.

END PRODUCT:

- ▶ Technical analysis of development on roadway LOS, as needed.
- ▶ Detailed annual analysis of need for selected road improvements scheduled in the CIP, consistent with the plans and programs of any impacted jurisdictions by June 2009 and June 2010.
- ▶ Tables of available system capacity for the current year by October 2008 and October 2009.
- ▶ An updated CIP and cost affordable TIP which includes high priority road improvements by July 2008 and July 2009.
- ▶ UPWP and TIP amendments, as needed.

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	25,000		6,250			25,000
Pass Thru/ Consultant						
Other Agency						
Total	25,000		6,250			25,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	25,000		6,250			25,000
Pass Thru/ Consultant						
Other Agency						
Total	25,000		6,250			25,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

UPWP TASK NUMBER: 3.4
TASK TITLE: Bicycle/Pedestrian Planning Program

OBJECTIVE:

To maintain and update the bicycle and pedestrian components of the Long Range Plan, the Comprehensive Plan, and promote and implement non-motorized transportation projects for the Capital Improvement Program.

PREVIOUS WORK:

In the previous UPWP, the Bicycle/Pedestrian Plan was incorporated into the LRTP and TIP update. The Bicycle/Pedestrian Advisory Committee (BPAC) provides the MPO with ongoing proactive input on bicycle, pedestrian and other multi-modal and inter-modal issues. The Bicycle/Pedestrian element is an integral transportation component of the 2025 LRTP, adopted in December 2004, as the bicycle and pedestrian modes are fundamental to the Transit Development Plan. The Bicycle/Pedestrian Advisory Committee provided direction and oversight throughout the development of the plan. It is also routinely involved with interim plan activities, primarily by annually updating and maintaining the Transportation Enhancement Project priority list. In 2007, an enhanced bicycle/pedestrian facility database was developed.

METHODOLOGY:

County Planning Department staff will continue to provide support to the Bicycle/Pedestrian Advisory Committee by analyzing bicycle/pedestrian facilities, and crashes, and by updating the multi-modal components of the LRTP and LOS analysis as needed. BPAC will also continue to provide transportation enhancement project recommendations, to actively participate with the implementation of various bicycle and pedestrian projects, and to reconcile local government comprehensive land use plan bicycle/pedestrian provisions with the Long Range Transportation Plan update. Update the bicycle/pedestrian database to identify existing facilities and gaps, and prioritize bicycle lanes, markings and sidewalks as part of the database. Continued effort will be made to implement the Bicycle/Pedestrian Safety Education Program in the Hernando County's public school system and coordination with local law enforcement agencies will continue. Attendance and participation in workshops and seminars sponsored by FHWA, FDOT and other professional organizations will be pursued as appropriate. Regional bicycle planning efforts have been coordinated through participation in the maintenance of the Regional Multi-Use Trail Element for the Tampa Bay area, and the Regional Multi-Use Trail Committee and its recommendations that are made to the West Central Florida Chairs Coordinating Committee (CCC). Consultant services may be used on this task to assist staff with the completion of the Bicycle/Pedestrian/Trail Element of the LRTP.

END PRODUCT:

- ▶ Planning level coordination of efforts to re-implement a unified traffic safety education program for elementary and middle school age children in Hernando County's public school system for the 2008/09 - 2009/10 school years (August 2008 and August 2009).
- ▶ An annually updated TIP Transportation Enhancement project list by December 2008 and December 2009.
- ▶ Maintain and update a list of eligible and feasible Local Area Program (LAP) Transportation Enhancement projects (June 2009 and June 2010).
- ▶ Maintain and coordinate efforts of the Suncoast Trail Advisory Group (STAG), Inc. (ongoing).
- ▶ Continue to facilitate and promote the designation, marking and signing of bicycle facilities, on State and local facilities (ongoing).

- ▶ Update the bicycle/pedestrian database listing that identifies existing facilities and gaps and provides for the prioritization of bicycle lanes, markings and sidewalks (June 2009 and June 2010).
- ▶ Transmit annual analysis and database to FDOT District Seven (August 2008 and August 2009).
- ▶ Provide technical support to promote the “bikes on buses” element of ‘THE Bus’ operations (ongoing).

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	20,000		5,000			20,000
Pass Thru/ Consultant						
Other Agency						
Total	20,000		5,000			20,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	20,000		5,000			20,000
Pass Thru/ Consultant						
Other Agency						
Total	20,000		5,000			20,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

UPWP TASK NUMBER: 3.5
TASK TITLE: Aviation Program

OBJECTIVE:

To maintain a current assessment of aviation and complementary modal demand, and foster continued development of the Hernando County Airport with the Hernando County Aviation Authority.

PREVIOUS WORK:

The Hernando County Metropolitan Planning Organization (MPO) Technical Advisory Committee (TAC), from its inception, has had a representative of the Hernando County Airport. The MPO process considers the impacts of aviation service issues on surface-based multi-modal transportation, including updates to the 2007 Airport Master Plan, and its Airport Layout Plan (ALP) element. An airport Development of Regional Impact (DRI) study had been anticipated, but was delayed and reduced in scope subsequent to changes in State statutory requirements. An update of the Airport Layout Plan element and the Airport Master Plan was completed in May 2005. This also included participation in the Continuing Florida Aviation System Planning Process (CFASPP).

METHODOLOGY:

The Aviation Program will include the identification of existing conditions, evaluation of proposed services concepts, and the analysis of aviation demand and service trends with regard to their impact upon surface transportation. MPO staff will keep current on funding innovations, and continue to assist in the development of the County's aviation facility to effect a financially sound and effective multi-modal surface transportation system interface. These activities will be coordinated with the Hernando County Aviation Authority, the Hernando County Board of County Commissioners, the Florida Department of Transportation (FDOT), the Federal Transit Administration (FTA), and the Federal Aviation Administration (FAA). Staff will continue to attend FAA, FDOT and Florida Airport Managers Association sponsored meetings and workshops of importance to the interface and function of the multi-modal based transportation system.

END PRODUCT:

- ▶ An assessment of the Airport Master Plan and Airport Layout Plan, and its implementation and integration with other components of the local and regional surface transportation network, the 2025 Long Range Transportation Plan, the Hernando County Comprehensive Land Use Plan as updated, and the 2035 LRTP model development (December 2008 and December 2009).
- ▶ A review of existing and future land access to and on the airport property, consistent with the Airport Master Plan, the County Comprehensive Land Use Plan, and the MPO Long Range Transportation Plan (January 2009 and January 2010).

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	3,000		750			3,000
Pass Thru/ Consultant						
Other Agency						
Total	3,000		750			3,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	3,000		750			3,000
Pass Thru/ Consultant						
Other Agency						
Total	3,000		750			3,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

UPWP TASK NUMBER: 3.6
TASK TITLE: Special Projects

OBJECTIVE:

To review and respond to current, non-routine transportation related issues for conformity with long and short-range planning goals.

PREVIOUS WORK:

Previous work on this task included the following: review and comment on Notice of Proposed Change to Developments of Regional Impact (DRIs) and numerous sub-DRI projects and development proposals. Staff also participated with various agencies within the region to discuss project plan and program consistency, and level of service issues. The MPO's general planning consultant was assigned various miscellaneous work tasks, several of which were associated with GIS database enhancements and the update of the 2025 LRTP. During FY 2007/08, the consultant continued to assist staff with transit planning activities related to the implementation of service changes, hours of service and route modifications, and the development of a congestion tracking system. The consultant also assisted with the production of various technical presentations.

METHODOLOGY:

To provide staff technical review of public and private sector development proposals, transportation studies, level of service analysis and future right-of-way requirements, and to continue participation in regional concurrency and congestion management activities. This task is intended to support those current transportation issues which are not listed under other tasks and/or are non-routine in nature but are consistent with and contribute to implementation of the LRTP. This may include other special purpose endeavors of a non-recurring nature. Some of these tasks/projects will overlap with and/or complement activities for the update of the MPO's LRTP. Specifically, the analysis of development proposals and other transportation studies can be directly related to LRTP tasks. Congestion management related activities will be linked to the concurrency management programs of local jurisdictions. Similarly, transit related activities will be linked with the Transit Development Plan efforts. Consultant services may be used on this task and \$40,000 in PL funding has been allocated for this purpose.

END PRODUCT:

- ▶ Records of staff participation in level of service, congestion relief, and safety project efforts not delineated in other work tasks (ongoing).
- ▶ Special sub-area, corridor studies and other analysis as may be necessary with the congestion/mobility management system process (as needed).
- ▶ Enhanced analysis and reporting of work task projects delineated in other work tasks (as needed).

(Estimated consultant fees: \$40,000)

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	45,000		11,250			45,000
Pass Thru/ Consultant						
Other Agency						
Total	45,000		11,250			45,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	45,000		11,250			45,000
Pass Thru/ Consultant						
Other Agency						
Total	45,000		11,250			45,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

UPWP TASK NUMBER: 3.7
TASK TITLE: Long Range Plan Update

OBJECTIVE:

To maintain the MPO's 2025 Multi-Modal Long Range Transportation Plan and initiate development of the anticipated updated 2035 plan in accordance with the requirements of SAFETEA-LU or subsequent Federal and State guidance.

PREVIOUS WORK:

The MPO has accomplished the following milestone activities:

- ▶ In December 2004, the MPO adopted an updated 2025 Multi-Modal Long Range Transportation Plan for Hernando County, and subsequently submitted the document for State and Federal review. In accordance with the Transportation Equity Act for the 21st Century (TEA-21), the MPO submitted documentation regarding LRTP development activities to reviewing agencies (ongoing task).
- ▶ Continued participation on the Technical Review Team (TRT) that serves as the primary technical body for the FDOT District Seven Regional Transportation Analysis (RTA) (ongoing task).
- ▶ Continued refinement of data in support of the long range planning process, consisting of the following activities (ongoing tasks):
 - Continued modification of future year zonal level socio-economic input data in conjunction with the RTA.
 - Reviewed potential model enhancements through the RTA process, and provided comments on other technical activities regarding the input and analysis of highway and transit networks.
 - Refined the 2025 socio-economic data.
 - Assisted FDOT in reviewing and commenting on model runs used for review of major development activity in Hernando County.
- ▶ In cooperation with FDOT, continued to refine the Hernando County Traffic Analysis Zone (TAZ) structure in conjunction with updated Census geography, land use planning activities and development trends, and modeling parameters.
- ▶ Refined the model network based upon proposed developments, particularly in the eastern portion of Hernando County.
- ▶ Recommendations for TAZ and network refinements were incorporated into the MPO modeling activities through the RTA.
- ▶ Coordinated plan refinement activities along with other regional coordination efforts, most notably the development of a Regional Mass Transit Element, a Multi-Use Trail Element, and a Regional Congestion Management System.
- ▶ Integrated transportation enhancement activities and other multi-modal elements in the plan development process.
- ▶ Continued to refine long range and interim year right-of-way needs and assessed strategies for the acquisition and preservation of corridors in conjunction with these needs.
- ▶ Amended the 2025 LRTP based upon guidance from the State and Federal government regarding consistency with the provisions of SAFETEA-LU.
- ▶ Reviewed funding policies and the provision of revenue to support the feasibility of the 2025 Cost Affordable Plan.
- ▶ Reviewed changes to FDOT funding policies to support the Strategic Intermodal System (SIS) as part of the re-authorization of the Federal transportation act, SAFETEA-LU.

METHODOLOGY:

FDOT's Regional Transportation Analysis (RTA) continues to provide technical coordination of the long range planning process for the Tampa Bay area. Through the RTA, MPO staff will assist FDOT during refinement of the Tampa Bay Regional Planning Model and a potential effort to develop a Land Use Allocation Model, both of which will be used during the development of a 2035 Cost Affordable Long Range Transportation Plan by the end of 2009. Following validation of the regional model, efforts will focus on initial activities leading to the development of a Policy Constrained Needs Plan and revision of local and State revenues and project costs for use in development of an updated and cost affordable plan. The MPO will also conduct an ongoing public participation program including workshops, newsletters and other community outreach activities detailed in the LRTP's Public Participation Plan. The MPO, with the aid of its general planning consultant, will participate in this effort by assisting FDOT in developing and analyzing alternatives to meet travel demand resulting from growth and changing travel characteristics. Ongoing tasks leading to adoption of an updated Long Range Plan include:

- ▶ Maintenance of the Efficient Transportation Decision Making (ETDM) process cooperatively put into place by FDOT and the MPO. This task includes extensive coordination with other public agencies to apply ETDM to the long-range transportation planning process, including participation in the ETAT and LRTP screening process identified in the ETDM.
- ▶ Maintain a long-range planning and analytic tool in the form of a refined database and GIS application. This tool will be used during iterative modeling activities to analyze, report and illustrate the ability of alternatives to meet the MPO's approved performance measures.
- ▶ Continue to work with FDOT and other MPOs to develop a functional Tampa Bay Regional Planning Model to formulate policy-driven land use alternatives to be tested in conjunction with various transportation networks.
- ▶ Review short-term improvement and operational strategies to be included as a short-range Congestion Management Plan to guide facility investment.
- ▶ Provide guidance, oversight and review during the analysis phase of the upcoming Travel Characteristics Study of the Tampa Bay Regional Transportation Analysis (RTA). This study will include surveys and technical analyses to determine travel behavior patterns and characteristics for Hernando County and the area covered by the RTA process.
- ▶ Complete development of an updated database for the new 2006 validation base year, including the review of InfoUSA database, employer locations and detailed employer and location review.
- ▶ Provide data needed for validation of the Tampa Bay Regional Planning Model for the 2006 base year, and participate in the review of the validation through the TRT process.
- ▶ Initial preparation of a 2035 future socio-economic ZDATA database for use in future LRTP development activities.
- ▶ Participate in the review of enhancements to the Tampa Bay Regional Planning Model as part of the MPO's TRT responsibilities.
- ▶ Through the RTA process and the MPO Chairs Coordinating Committee, and in conjunction with UPWP Task 4.1, continue to coordinate long-range transportation planning activities with other MPOs and implementing jurisdictions throughout the West Central Florida Area.
- ▶ Coordination with the development of a major Regional LRTP update to be adopted in June 2009.
- ▶ Provide input and product review for the Tampa Bay Regional Goods Movement Study which identifies and addresses local and regional goods movement needs.
- ▶ Monitor ITS improvements for consistency with the adopted regional architecture.
- ▶ Consider the positive and negative impacts of the adopted LRTP on the County, including a full socio-cultural assessment and Environmental Justice program.

- ▶ Develop and implement Public Participation Process to be an ongoing public outreach program for the LRTP, including distribution of plan materials throughout the community.
- ▶ Use of enhanced visualization techniques, including web-based materials, to facilitate public review of plan proposals.
- ▶ Expand consultation with other agencies responsible for the planning and/or delivery of transportation services within the area.
- ▶ Enhance efforts to determine environmental and socio-cultural impacts of the plan through early and continuing coordination with appropriate agencies and parties.
- ▶ An updated Congestion Management Process incorporated as a short-range element of the LRTP.
- ▶ \$100,000 of PL funding may be expended for consultant services on this task.

END PRODUCT:

The end products of this task include: an updated 2035 socio-economic dataset along with interim year data to use during alternatives testing through iterative applications of the Tampa Bay Regional Planning Model (August 2008); a coordinated set of travel characteristics for use in long range planning activities (August 2008); an updated 2035 Policy Constrained Needs Plan (March 2009); and updated project costs and anticipated revenues to use in formulating a 2035 Cost Affordable LRTP (May 2009). The MPO will continue to coordinate with FDOT regarding the Intelligent Transportation Systems (ITS) regional architecture, congestion management, and the ETDM process as part of the short-range element of the LRTP.

(Estimated consultant fees: \$100,000)

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	160,000		40,000			160,000
Pass Thru/ Consultant						
Other Agency						
Total	160,000		40,000			160,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	125,000		31,250			125,000
Pass Thru/ Consultant						
Other Agency						
Total	125,000		31,250			125,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

UPWP TASK NUMBER: 3.8
TASK TITLE: Congestion/Mobility Management System

OBJECTIVE:

As required by SAFETEA-LU, the MPO maintains an ongoing congestion management process to maximize the use of existing transportation facilities, encourage the use of alternate travel modes, and to guide future transportation investment within the urbanized area. The MPO continually coordinates congestion management activities with Hernando County and FDOT consistent with this guidance, and assists FDOT with other management systems activities as requested, including a functioning ITS component.

PREVIOUS WORK:

In 2007, the MPO adopted an updated Congestion/Mobility Management System for Hernando County, and continues to maintain a fully operational process for identifying highway congestion and mobility deficiencies. A major component of the congestion management process is a transportation database management system that also utilizes GIS to display system features. As part of this effort, the MPO has conducted successive newspaper, internet and transit surveys of citizen transportation concerns and preferences for alleviating deficiencies.

A comprehensive inventory of the County's functionally classified roadway system was updated in cooperation with the updated County's Comprehensive Land Use Plan. As mentioned above, the inventory database also drives a GIS system to assist in management efforts. Goals, objectives and performance measures for the Congestion/Mobility Management Systems were updated with the participation of the Transportation Systems Operations Committee (TSOC). The MPO cooperated with FDOT's regional ITS architecture and the effort to coordinate individual CMS plans throughout the Tampa Bay area. As part of its 2025 LRTP Update, the MPO specifically adopted FDOT's regional ITS architecture. The MPO drafted an expanded *Concept of Operations for ITS* in June 2005.

METHODOLOGY:

The MPO's Congestion Management Process (CMP) encompasses each of the management systems originally contemplated. In 2008/2009, the CMP will be applied in prioritizing transportation projects included in the FY 2008/2009 - 2012/2013 and FY 2009/2010 - 2013/2014 Transportation Improvement Program. The updated CMP will form the basis for the short-range element of the LRTP Update to be completed in December 2009. The MPO's refined transportation relational database and accompanying GIS application function as the technical basis for analyzing, reporting and illustrating congestion problems. Updating of the adopted Transit Development Plan will identify mobility deficiencies. As part of this task, the MPO will continue to analyze performance data related to the County's Transportation Disadvantaged Program and the ADA service to assess the manner in which persons with ongoing mobility impediments are having their mobility needs met.

Although individual management systems are not being contemplated, the MPO will continue to maintain and enhance its database, reporting and GIS tools to manage investment for the following systems: Congestion Management, ITS, Public Transportation Facilities and Equipment, Inter-Modal Systems, Safety, and Highway. The MPO will continue to work with FDOT in its own efforts to monitor and manage resources on the State Highway System and public transportation systems. Additionally, non-State Highway System data will be collected through the MPO's efforts and coordinated with the State's Highway Performance Monitoring System (HPMS). This task will be coordinated with Work Task (2.1), Highway System Performance Surveillance.

The MPO will also monitor changes in Federal rules and procedures to avoid duplication of effort, and will continue to participate in the regional coordination of CMS through the West Central Florida MPO Staff Directors Coordinating Team. ITS technologies will be consistent with USDOT's strategies and the ITS National Architecture, and compatible with regional architecture of the District Seven ITS Strategic Plan.

Specific activities to be conducted in support of the congestion management system and of transportation demand management include:

- Conducting an inventory of the physical and operational characteristics of the multi-modal transportation system in Hernando County, including traffic counts on the State and local systems, crash data, transit ridership, bicycle and pedestrian system characteristics, and other key indicators of system performance.
- Updating the MPO's geographic information system and relational database to include materials gathered in the inventory and analysis phase of the CMS update.
- Utilizing the system inventory, conducting a comprehensive assessment of the systems' operating conditions, including existing and future (5-year) roadway levels of service, transit performance measures, bicycle and pedestrian system usage, and system safety indicators.
- Reviewing the above information with the MPO's committee structure, particularly the Transportation Systems Operations Committee (TSOC) created to provide the opportunity to review system performance and make specific recommendations for system improvements.
- These materials will also be used as the basis for the prioritization of roadway improvements for the MPO's Transportation Improvement Program (TIP), including use of funds specifically allocated for short-term congestion management projects.
- Creation of a Congestion Management Process to be incorporated as a short range element of the updated LRTP.
- Coordinate with Bay Area Commuter Services (BACS) and governmental agencies engaged in TDM initiatives.
- Provide technical support for Commuter Choices Week in the Fall and Bike Month in May in the implementation of TDM strategies.

Public involvement continues to provide an important role in the Congestion Management Process. An Annual Citizens Transportation Survey will again be published, with responses analyzed by staff and results presented to the MPO Board. Detailed level of service determinations and future right-of-way requirements will continue to be coordinated with LRTP update tasks. Consultant services may be used on any facet of this work task, for which \$50,000 of PL funding has been designated.

END PRODUCT:

The end product of this task will consist of: an annual Newspaper/Internet Transportation Survey (April 2009 and April 2010); an updated Congestion/Mobility Management System (September 2008 and September 2009); an updated Frontage Road Plan for the entire SR 50 corridor (December 2008); TDM promotion as part of Commuter Choices Week (October 2008 and October 2009); TDM promotion of Bike Month (May 2009 and May 2010); and establish an operational pilot van pool program for large employers in Hernando County (February 2009). System management activities will be coordinated with FDOT District Seven, and, where appropriate, with BACS, other MPOs, and other public and private agencies within the Tampa Bay area.

(Estimated consultant fees: \$50,000)

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	75,000		18,750			75,000
Pass Thru/ Consultant						
Other Agency						
Total	75,000		18,750			75,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	75,000		18,750			75,000
Pass Thru/ Consultant						
Other Agency						
Total	75,000		18,750			75,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

4.0 REGIONAL COORDINATION

4.1 Coordination of Regional Plans and Programs

4.2 Participation in Regional and Statewide Activities

UPWP TASK NUMBER: 4.1
TASK TITLE: Coordination of Regional Plans and Programs

OBJECTIVE:

Maintain and strengthen the ongoing CCC process for coordinating regional plans and programs.

PREVIOUS WORK:

- ▶ Updated and amended the regional roadway network (9/07).
- ▶ In partnership with other regional modal providers such as aviation, transit, and seaports, the CCC reviewed and updated a prioritization method and advertised/held a public hearing on these priorities for the updated TRIP projects priorities list (9/07).
- ▶ Prepared an update of the Regional Multi-Use Trails Plan in September, and it was adopted in December 2007.
- ▶ Produced and distributed a Regional Multi-Use Trails brochure in the fall of 2007.
- ▶ Continued training and assisting the FDOT in the transition from the TRANPLAN-based model to the new CUBE-based Regional Travel Demand Model.
- ▶ Reviewed the existing UPWP tasks structure and developed regional UPWP tasks (2/08).
- ▶ Participated in the annual Joint MPO Certification of the Tampa Bay TMA (4/08).
- ▶ Held quarterly CCC meetings, Regional GIS meetings, Joint CAC public meetings, Regional Multi-Use Trails Committee meetings, staff director biweekly meetings, and TRT biweekly meetings (ongoing).
- ▶ Produced an updated regional Public Participation Plan for the regional LRTP (3/08).
- ▶ Continued to implement strategies for engaging the public in accordance with the regional Public Involvement Plan (PIP).
- ▶ Integrated regional perspectives within MPO presentations to the local community (ongoing).
- ▶ Provided regional information at the BACS annual Commuter Choices Week (9/07).
- ▶ Supported the activities of the newly formed Tampa Bay Area Regional Transportation Authority (TBARTA) with the election of a CCC representative to the TBARTA Board, and provided input and review for developing the TBARTA Master Plan.
- ▶ Participated in MPO Day in Tallahassee (4/08).
- ▶ Provided information on the CCC programs and products to the public and elected officials (ongoing).
- ▶ Reviewed the FDOT's Courtney Campbell Causeway Bike Lane/Pedestrian Trail Feasibility Study (ongoing).
- ▶ Sought opportunities for Statewide-enhancement funding for Regional Multi-Use Trails (ongoing).
- ▶ Updated and refined the CCC website, including on-line, public-involvement activities; audio/video links for Joint CAC meetings; link to the Regional GIS; access to CCC documents; and information regarding regional events (ongoing).
- ▶ Expanded the use of visualization techniques by updating the CCC website to include interactive maps showing planned-road improvements with project details and an update to the online tool box for use by local programs at www.regionaltransportation.org/file (ongoing).
- ▶ Monitored the implementation of ITS projects on regional roadways (ongoing).
- ▶ Maintained the Regional GIS transportation database (ongoing).
- ▶ Continued to compare projects in the Tentative Work Programs with the list of cost-affordable transportation improvements in the Regional 2025 LRTP (ongoing).
- ▶ Reviewed the FDOT's Tentative Work Program for regional roads (12/07).

- ▶ Coordinated the development of the individual MPO's TIPs that ensured progress toward the implementation of projects in the Regional LRTP (6/08).
- ▶ Reviewed the highway component of SIS ten-year plan, which includes funding for improvements to the highest priority projects in FDOT's Districts One and Seven (6/08).
- ▶ Provided audio links and video files for Joint CAC meeting to expand opportunities for regionwide participation.
- ▶ Revised the Joint CAC's meeting date, time, and location to enhance meeting participation and timely feedback to the CCC Board (ongoing).
- ▶ Began the process to update the Regional 2025 LRTP Cost-Affordable Plans and associated documents concurrently with the update of the individual MPOs and LRTPs to the planning horizon of 2035 (1/08).

METHODOLOGY:

- ▶ Review the existing UPWP tasks structure and develop regional UPWP tasks (3/09 and 3/10).
- ▶ Participate in the enhancement activities for the updated Regional Travel Demand Model (ongoing).
- ▶ Provide administrative and staff support for the Joint CAC (ongoing).
- ▶ Rotate the responsibilities of quarterly CCC meetings and the biweekly, staff directors meetings by having each MPO chair, host, and distribute materials for these meetings for a three-month period (ongoing).
- ▶ Monitor, review, and coordinate local MPO CMP strategies to include the CCC's regional highway network.
- ▶ Support and assist with the planning efforts of TBARTA (ongoing).
- ▶ Seek opportunities for Statewide enhancement funding for Regional Multi-Use Trails (ongoing).
- ▶ Prioritize the Regional Multi-Use Trails Plan Projects (9/08 and 9/09).
- ▶ Continue to implement strategies, particularly during the development of the Regional LRTP, for engaging the public in accordance with the Regional PIP and the Regional PPP (ongoing).
- ▶ Update the PPP based on the review of the effectiveness of the existing regional public-involvement process prior to the Regional LRTP Update and modify the new Regional PPP accordingly (9/08).
- ▶ Coordinate project implementation phasing during development of the State Tentative Work Programs and the individual MPO TIPs to ensure progress toward implementation of the Regional LRTP (12/09 and 12/10).
- ▶ Continue to develop a coordinating mechanism to ensure products, processes, and activities are consistent with coordinating MPOs (ongoing).
- ▶ Coordinate the development of corridor studies and action plans that may affect the regional transportation system and resolve regional issues that may emerge from these studies.
- ▶ Coordinate regional ITS strategies with FDOT's Districts One and Seven.
- ▶ Refine and update regional GIS layers and databases for the eight counties, as needed.
- ▶ Travel to necessary workshops and meetings.
- ▶ Integrate regional perspectives within MPO presentations to the local community.
- ▶ Produce printed and electronic newsletters with overviews of current regional programs and initiatives.
- ▶ Participate in MPO Day in Tallahassee.
- ▶ Provide information on the CCC programs and products to the public and elected officials.
- ▶ Incorporate the SAFETEA-LU planning factors into the regional planning process (ongoing).
- ▶ Review major land use impacts on the regional transportation system.

- ▶ Update the CCC website (ongoing).
- ▶ Monitor the effectiveness of visualization techniques on the regional website (ongoing).
- ▶ Update the online tool box for use by local programs at www.regionaltransportation.org/file (ongoing).
- ▶ Provide web pages and technical support to the Regional GIS (ongoing).
- ▶ Provide web access to the agendas and support materials of CCC and Joint CAC meetings (ongoing).
- ▶ Revise the CCC's general-purpose brochure to include updated information and text (12/09).
- ▶ Consider the TBARTA Master Plan in developing the Transit Component of the Regional LRTP (12/09).
- ▶ Consultant services may be used on this task.

END PRODUCT:

- ▶ An updated 2035 Regional LRTP (12/09).
- ▶ Publicly noticed quarterly meetings of the CCC and the Joint CAC.
- ▶ Coordinate the TIPs and FDOT Tentative Work Programs in the West Central Florida area (6/09 and 6/10).
- ▶ Amended list of TRIP priorities (9/08 and 9/09).
- ▶ Regional task sheets in UPWPs (6/10).
- ▶ A list of coordinated CMP strategies for regional corridors (6/10).
- ▶ Updated Public Participation Plan (9/08).
- ▶ A comprehensive, up-to-date, and easily accessible regional transportation website (ongoing).

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	30,000		7,500			30,000
Pass Thru/ Consultant						
Other Agency						
Total	30,000		7,500			30,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	25,000		6,250			25,000
Pass Thru/ Consultant						
Other Agency						
Total	25,000		6,250			25,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

UPWP TASK NUMBER: 4.2
TASK TITLE: Participation in Regional and Statewide Activities

OBJECTIVE:

Participate in other regional and Statewide activities and organizations that have an impact on the regional multi-modal transportation system.

PREVIOUS WORK:

- ▶ Participated in regular and special meetings of the TBRPC; Florida MPO Advisory Council; BACS; Corridor Management entities for Courtney-Campbell Causeway and Suncoast Parkway; Florida Aviation System Planning Process; Tampa Bay Partnership; Florida Transportation Commission; and the TBARTA (ongoing).
- ▶ Coordinated the CCC program with regional transportation initiatives (ongoing).
- ▶ Maintained the tri-County Job Access Reverse Commute/New Freedom Human Services Transportation Plan (10/07).
- ▶ Assisted the FDOT in the development and review of the scope of services for the Phase II District Seven Tampa Bay Regional Goods Movement Study (12/07).
- ▶ Participated in the One Tampa Bay Program conducted by the Tampa Bay Partnership (ongoing).

METHODOLOGY:

- ▶ Continue to coordinate the air-quality planning process and to monitor mobile source emissions.
- ▶ Participate in the Florida MPO Advisory Council activities and meetings (ongoing).
- ▶ Coordinate Rideshare and Vanpool Program planning with the BACS and Transportation Management Organization Coordinating Group (ongoing).
- ▶ Provide input to the Florida Transportation Commission on issues affecting the West Central Florida area (ongoing).
- ▶ Assist with the implementation of the Phase II District Seven Tampa Bay Regional Goods Movement Study.
- ▶ Hold an annual joint coordination meeting with the Central Florida MPO Alliance.
- ▶ Provide input on the Florida SIS and the Florida Transportation Plan.
- ▶ Continue to coordinate the CCC program with regional transportation initiatives (ongoing).
- ▶ Participate in the TBARTA and Regional Transit Roundtable (ongoing).
- ▶ Travel to necessary workshops and meetings.
- ▶ Participate in Scenic Highway Corridor Management entities for the Courtney-Campbell Causeway and the Suncoast Parkway (ongoing).
- ▶ Update and prioritize projects under the Job Access/New Freedoms Plan (10/08 and 10/09).
- ▶ Continue to coordinate with the Central Florida MPO Alliance and hold an annual joint meeting (9/08 and 9/09).
- ▶ Consultants may assist with these tasks.

END PRODUCT:

- ▶ Technical reports and plans prepared by the region's MPOs documenting coordination issues and their implications for long and short-range planning (ongoing).
- ▶ Participation in other regional and Statewide organizations planning activities to provide the West Central Florida regional needs and perspective (ongoing).

- ▶ Provide reports to CCC and member MPOs regarding regional and Statewide planning activities that may impact the West Central Florida area (ongoing).
- ▶ Publicly noticed annual joint coordination meetings with the Central Florida MPO Alliance (9/08 and 9/09).
- ▶ Regional coordinated planning process that reflects the perspectives of other regional and Statewide organizations (ongoing).

YEAR 1 - FY 2008/09

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	17,000		4,250			17,000
Pass Thru/ Consultant						
Other Agency						
Total	17,000		4,250			17,000

YEAR 2 - FY 2009/10**

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH*	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
MPO	17,000		4,250			17,000
Pass Thru/ Consultant						
Other Agency						
Total	17,000		4,250			17,000

* State In-Kind Match

** The PL Budget for Year 2 is illustrative until approved by the Florida Legislature.

**JOINT CERTIFICATION STATEMENT ON THE
METROPOLITAN TRANSPORTATION PLANNING PROCESS**

Pursuant to the requirements of 23 U.S.C. 134 (k)(5), 23 CFR 450.334(a), the Department and the Metropolitan Planning Organization (MPO) have performed a review of the certification status of the Metropolitan Transportation Planning Process for the Hernando County MPO with respect to the requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303 *et. seq.*;
2. Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794;
3. Section 1101(b) of SAFETEA-LU (Public Law 109-59) regarding the involvement of disadvantaged business enterprises in FHWA and FTA funded planning projects; and,
4. The provisions of the Americans with Disabilities Act (ADA) of 1990, (Public Law 101-336, 104 Stat. 327, as amended) and USDOT regulations "Transportation for Individuals with Disabilities" (49 CFR parts 27, 37, and 38).

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 Statement have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on January 10, 2008.

Based on a joint review and evaluation, the Florida Department of Transportation and the Hernando County MPO recommend that the Metropolitan Transportation Planning Process for the Hernando County MPO be certified.

Donald J. Skelton, P.E.
District Seven Secretary
(or designee)

Date: _____

David D. Russell, Jr., Chairman
Hernando County MPO
(or designee)

Date: May 20, 2008

FDOT DISTRICT SEVEN PLANNING ACTIVITIES

Air Quality Analysis

Assist the MPOs in performing Air Quality Conformity Determination Analysis on their Long Range Transportation Plans, Transportation Improvements Programs and associated amendments. Assist the MPOs in evaluating the air quality impacts of individual transportation improvements and programs.

Bicycle and Pedestrian Activities

Develop a comprehensive database of bicycle and pedestrian facilities on the State Road system. Review, identify and prioritize possible opportunities to add bicycle and sidewalk accommodations to resurfacing and capacity projects. Develop and submit priority bicycle and pedestrian needs for future funding under various state and federal grant programs.

Community/Government Liaison

Provide policy, technical advice, administrative support, overall coordination, cooperation and assistance to District 7 MPO staffs, MPO Boards, local governments and community, including full participation in technical and staff support for advisory committees. Assist MPOs in conducting effective ongoing transportation planning programs and processes, developing, maintaining and implementing plans and programs which meet state and federal requirements, and to promote coordination, cooperation and consistency among their planning processes and programs. Major programs include the Unified Planning Work Program, Transportation Improvement Priorities and Transportation Improvement Program, Long Range Transportation Plans, Public Participation Plan, and Congestion Management Process. Conduct annual Joint Certification with the MPOs. Coordinate and facilitate implementation of the Transportation Enhancement Program.

Corridor Planning Studies

Conduct studies of major corridors to identify and evaluate travel issues, and determine the effectiveness and impacts of proposed alternatives to address those issues. The results may range from a set of recommended improvements that address specific problems to a comprehensive action plan for improving the corridor.

On the Strategic Intermodal System/Florida Intrastate Highway System (SIS/FIHS), these studies include the development of strategies and plans for implementing and maintaining SIS/FIHS standards such as those for Level-of-Service, interchange spacing and access management. This may include preparation of action plans, master plans, corridor studies, and others as identified.

Design Traffic Forecast

Develop and update traffic projections for State highway corridors and supporting regional roadways. These traffic projections are necessary to support the road design for capacity and operational improvements and the pavement design for resurfacing.

Efficient Transportation Decision Making (ETDM) Process

The ETDM process was designed to accomplish the streamlining objectives that were identified in Section 1309 of the Transportation Efficiency Act for the 21st Century and continued in the Safe, Accountable, Flexible, Efficient, Transportation Equity Act – Legacy for Users. The District will implement the ETDM process in a five-county area. The District ETDM Coordinator will coordinate training and provide guidance to the MPOs and District staff on the implementation of the ETDM process. Each MPO will designate an MPO ETDM Coordinator to work closely with the District ETDM Coordinator and Environmental Technical Advisory Team agency representatives so that the MPO can fully participate in all aspects of ETDM.

Growth Management

The District will review amendments made to local government comprehensive plans and comment on their potential impact to the Strategic Intermodal System (SIS), the Florida Intrastate Highway System (FIHS) and the State Highway System (SHS). The District will review developments of regional impact (DRIs) and Sub-DRIs to ensure that developer proportionate-share mitigation or proportionate fair share mitigation is requested to offset impacts to the roadway network as related to the SHS. In all of these areas, the District typically coordinates the review process as needed with the Department of Community Affairs (DCA), the Regional Planning Councils (RPC), local governments, and with FDOT Central Office staff if necessary.

Intelligent Transportation Systems (ITS) Planning

The Department will support the MPO's efforts to plan the ITS program and to structure ITS into their respective organizations. These ITS planning activities include developing an ITS Management Plan and Program Plan for each county, developing the MPO's capability to manage the Regional ITS Architecture and developing ITS programs and projects for the MPO's Long Range Transportation Plan and Transportation Improvement Program. Further, this support includes integrating intra-regional ITS deployment and operations, as well as assuring that intra-regional and inter-regional operations are coordinated.

Joint Participation Agreements

Develop, coordinate and review Joint Participation Agreements with MPOs and local government staff.

Level of Service

Identify roadways that have a deficient level-of-service (LOS) for existing and future conditions; determine level of need and determine timing of improvements. Assist Citrus, Hillsborough, Hernando, Pasco and Pinellas County staff in the update of their level-of-service analysis to current conditions and with level-of-service issues and training. Review and participate in the development of Action Plans/Corridor Studies on level-of-service issues. Advise and assist the Metropolitan Planning Organization(s), the Regional Planning Council and local government staff. Apply LOS for Transportation Concurrency and Growth Management. Update the database, charts and maps.

Long Range Transportation Plan (LRTP) Update and Maintenance

Provide technical and policy advisory assistance to the District MPOs and Citrus County in developing, updating and maintaining their LRTP through a coordinated and consistent effort using a single regional travel demand forecasting model, a single regional planning database and a mutually agreed upon set of modeling and planning assumptions. Provide state and federal revenue forecasts and district transportation costs.

Conduct corridor studies, subarea studies, and special transportation studies to support the ongoing maintenance, update and implementation of the MPOs adopted LRTPs. This includes modeling support and other technical assistance, as needed, for Project Development and Environment and other special studies.

Develop, validate and maintain a set of systems planning models, land use allocation models and other analytical tools needed by the Department and MPOs to maintain their Long Range Transportation Plans and other planning studies and analysis. Models are used to validate the Tampa Bay Regional Planning Model and Tampa Bay Regional Land Use Allocation Model, including initial design and development of enhancements and initial testing of model performance and also validate special modeling techniques and analysis methodologies, as needed, for corridor, subarea and special transportation studies.

Review the overall performance of the Tampa Bay Regional Planning Model and the Tampa Bay Regional Land Use Allocation Model in the maintenance of the MPOs Long Range Transportation Plans and in the conduct of corridor and subarea transportation studies to identify needed model enhancements and refinements.

Mapping/Database Development

Create maps of the District's multimodal facilities using GIS and ArcMap®. This includes maps of the FDOT Five-Year Work Program, showing capacity projects, resurfacing projects, public transit and other special areas. For each Legislative District in the District, capacity and resurfacing project maps are produced. Maps of existing bicycle and pedestrian facilities are also produced. GIS maps of all past PD&E Studies, with a summary of the recommended improvements are maintained by the District.

Multimodal Systems

Multimodal Systems is the conduit that provides research and technical assistance to District agencies and MPOs concerning guidance and administration of state and federal grants with the purpose of presenting economic growth through various multimodal opportunities. Monitor and provide input on proposed and adopted state and federal legislative issues related to transportation programs. Review and analyze availability of innovative financing methods and techniques for agency use. Participate in agencies' planning activities and coordinate agencies' planned improvements with the Department's roadway improvement projects. Coordinate and participate in the development and implementation of the Strategic Intermodal System.

Multimodal Transportation Studies

Conduct or provide technical assistance for multimodal transportation studies and other special transportation analysis needed to identify regional and local travel patterns and multimodal transportation needs and to evaluate and recommend improvements to meet those needs. The specific studies will be identified as needs arise.

Regional Goods Movement Study

Develop an overall coordinated regional strategy for addressing goods movement needs in the Tampa Bay Region. Identify and assess the needs and issues of major regional freight activity centers (including major intermodal facilities) and regional significant freight corridors, through a series of subarea and corridor studies. Conduct inventories of the characteristics of goods movement in the Tampa Bay Region. Assist the MPOs in establishing ongoing Goods Movement Management Systems to address goods movement issues and advance goods movement programs and improvements to the MPO.

Regional Transportation Planning Coordination

Support and participate in all levels of regional coordination and proposed activities among the Tampa Bay Area Regional Transportation Authority (development of a regional transportation master plan) and District MPOs including the MPO Chairs Coordinating Committee (broad level policy direction for development of the regional transportation system); the MPO Director's Coordination Team (coordination of MPOs planning programs and proposed activities); the Tampa Bay Regional Technical Review Team (coordination of the development and update of the MPOs Long Range Transportation Plans).

Provide ongoing technical and policy advisory assistance to the MPOs in the development of regional planning products, including the Tampa Bay Regional Profile, the Tampa Bay Regional Roadways Strategic Plan and the Tampa Bay Regional Congestion Management System Plan.

Maintain a database of existing (2000) socioeconomic and travel characteristics for District MPOs and Citrus County, including information on population, dwelling units, hotel/motel units, employment, current land uses, traffic counts, transit usage, special generators activity, and other variables essential to the validation and operation of the Tampa Bay Regional Planning Model.

Travel Characteristics

Prepare and conduct surveys and analysis to maintain a current set of travel characteristics of the Tampa Bay area needed to validate planning models and provide needed data for plan updates, corridor and subarea studies and special transportation studies.

- Consultants will perform some tasks listed.
- Federal funds for 2008-2009 SPR-PL-1 (45): \$1,787,413
2009-2010 SPR-PL-1 (46): \$1,858,939

[INSERT TABLE 2 - FUNDING SOURCES/ANTICIPATED ELEMENT COSTS - 2008/2009]

[INSERT TABLE 3 - PROPOSED PARTICIPATION AGENCIES - 2008/2009]

[INSERT TABLE 4 - FUNDING SOURCES/ANTICIPATED ELEMENT COSTS - 2009/2010]

[INSERT TABLE 5 - PROPOSED PARTICIPATION AGENCIES - 2009/2010]


[INSERT MPO BUSINESS PLAN - ANTICIPATED PL SPENDING]

STATEMENTS AND ASSURANCES

**FEDERAL FY 2008/2009 thru FY 2009/2010
DEBARMENT AND SUSPENSION CERTIFICATION**


As required by U.S. Regulations on Government wide Debarment and Suspension (Non procurement) at 49 CFR 29.510:

- (1) The Hernando County Metropolitan Planning Organization hereby certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and,
 - (d) Have not within a three-year period preceding this certification had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) The Hernando County Metropolitan Planning Organization also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) and (d) above, it will promptly provide that information to the U.S. DOT.

Signature: 

Date: May 20, 2008

Name: David D. Russell, Jr., Chairman
Hernando County MPO

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY *ONLY*
BY  KW 5/6/08
County Attorney's Office

HERNANDO COUNTY MPO

TITLE VI PROGRAM AND DISCRIMINATION COMPLAINT PROCEDURE

Title VI of the Civil Rights Act of 1964 as amended prohibits discrimination on the basis of race, color and national origin for programs and activities receiving Federal financial assistance. As a recipient of Federal financial assistance, the Hernando County Metropolitan Planning Organization (MPO) has in place a Title VI complaint procedure.

1. Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation, from the Metropolitan Planning Organization (MPO) administration of federally funded programs, as prohibited by Title VI of the Civil Rights Act of 1964, as amended, and related statutes, may file a written complaint. All written complaints received by the MPO shall be referred immediately by the MPO's Title VI Specialist, Mr. Steve Diez, to the Florida Department of Transportation's (FDOT) District Seven Title VI Coordinator for processing in accordance with approved State procedures. Written complaints may be sent to:
Steve Diez, MPO Title VI Specialist
Hernando County MPO
20 N. Main Street, Room 262
Brooksville, FL 34601
2. Verbal and non-written complaints received by the MPO shall be resolved informally by the MPO's Title VI Specialist. If the issue has not been satisfactorily resolved through informal means, or if at any time the complainant requests to file a formal written complaint, the Complainant shall be referred to the FDOT's District Seven Title VI Coordinator for processing in accordance with approved State procedures.
3. The MPO's Title VI Specialist will advise the FDOT's District Seven Title VI Coordinator within five (5) calendar days of receipt of the allegations. The following information will be included in every notification to the FDOT's District Seven Title VI Coordinator:
 - a. Name, address, and phone number of the Complainant.
 - b. Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).
 - c. Date of alleged discriminatory act(s).
 - d. Date complaint received by the MPO.
 - e. A statement of the complaint.
 - f. Other agencies (State, local or Federal) where the complaint has been filed.
 - g. An explanation of the actions the MPO has taken or proposed to resolve the allegation(s) raised in the complaint.
4. Within ten (10) calendar days, the MPO's Title VI Specialist will acknowledge receipt of the allegation(s), inform the Complainant of action taken or proposed action to process the allegation(s), and advise the Complainant of other avenues of redress available, such as the FDOT's Equal Opportunity Office (EEO).

5. Within sixty (60) calendar days, the recipient's MPO Title VI Specialist will conduct and complete a review of the verbal or non-written allegation(s) and based on the information obtained, will render a recommendation for action in a report of findings to the MPO Executive Director.
6. Within ninety (90) calendar days of the verbal or non-written allegation(s) receipt, the MPO Executive Director will notify the Complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the Complainant of his/her right to file a formal complaint with the FDOT's EEO if they are dissatisfied with the final decision rendered by the MPO. The MPO's Title VI Specialist will also provide the FDOT's District Seven Title VI Coordinator with a copy of this decision and summary of findings.
7. The MPO's Title VI Specialist will maintain a log of all verbal and non-written complaints received by the recipient. The log will include the following information:
 - a. Name of Complainant.
 - b. Name of Respondent.
 - c. Basis of Complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).
 - d. Date verbal or non-written complaint was received by the recipient.
 - e. Date recipient notified the FDOT's District Seven Title VI Coordinator of the verbal or non-written complaint.
 - f. Explanation of the actions the MPO has taken or proposed to resolve the issue raised in the complaint.

APPENDIX I

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the “Contractor”) agrees as follows:

1. **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, “USDOT”) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
2. **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
3. **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor’s obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
4. **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the Contractor’s noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
 - a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
 - b. cancellation, termination or suspension of the contract, in whole or in part.

6. **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the Florida Department of Transportation to enter into such litigation to protect the interests of the Florida Department of Transportation, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

ACRONYM REFERENCE LIST

ADA	Americans with Disabilities Act
BACS	Bay Area Commuter Services
BCC	Board of County Commissioners
BPAC	Bicycle/Pedestrian Advisory Committee
CAC	Citizens Advisory Committee
CCC	West Central Florida MPO Chairs Coordinating Committee
CIP	Capital Improvement Program
C/MMS	Congestion/Mobility Management System
CMP	Congestion Management Process
CMS	Congestion Management System
CTC	Community Transportation Coordinator
CTD	Commission for Transportation Disadvantaged
CUTR	Center for Urban Transportation Research (at USF)
DBE	Disadvantage Business Enterprise
DOPA	Designated Official Planning Agency
DRI	Development of Regional Impact
EPA	Environmental Protection Agency
ETAT	Environmental Technical Advisory Team
ETDM	Efficient Transportation Decision Making
FAA	Federal Aviation Authority
FDOT	Florida Department of Transportation
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GIS	Geographic Information System
GPC	General Planning Consultants
HCATS	Hernando County Area Transportation Study
HCM	Highway Capacity Manual
HPMS	Highway Performance Measuring System
ISTEA	Intermodal Surface Transportation Efficiency Act
ITS	Intelligent Transportation System
LCB	Local Coordinating Board (Transportation Disadvantaged)
LOS	Level of Service
LRTE	Long Range Transit Element
L RTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organization Advisory Council
NTD	National Transit Database
PIP	Public Involvement Process
PD&E	Project Development & Environment
PPP	Public Participation Plan
RTA	Regional Transportation Analysis
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users

ACRONYM REFERENCE LIST - Continued

SIS	Strategic Intermodal System
TAC	Technical Advisory Committee
TAZ	Traffic Analysis Zone
TBARTA	Tampa Bay Area Regional Transportation Authority
TBRPC	Tampa Bay Regional Planning Council
TCQSM	Transit Capacity and Quality of Service Manual
TDLCB	Transportation Disadvantaged Local Coordinating Board
TDM	Transportation Demand Management
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TEA-21	Transportation Equity Act for the 21 st Century
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TRIP	Transportation Regional Incentive Program
TRT	Technical Review Team
TSM	Transportation Systems Management
TSOC	Transportation Systems Operations Committee
TTC	Transit Technical Committee
UPWP	Unified Planning Work Program
USDOT	United States Department of Transportation
WCFAQCC	West Central Florida Air Quality Coordinating Committee
ZDATA	Zonal data

**HERNANDO COUNTY MPO
FY 2008/2009 - 2009/2010 UPWP
COMMENT AND RESPONSE SYNOPSIS**

FHWA GENERAL COMMENTS	MPO RESPONSE
The MPO is commended for its attention to the FHWA's "Vital Few" Goals on Safety, Environmental Streamlining and Congestion Mitigation.	N/A
There are a couple of acronyms listed throughout the document that might be more useful if they were spelled out. Although the majority of these acronyms are listed on page 80 of this draft document, there are a few instances (i.e., pages 8, 28 etc.) where acronyms are displayed that are not included on the acronym page.	Additional acronyms were appended to the acronyms list to include additional terms.
General Planning Consultant (GPC): There are a number of tasks which state that consultant services may be used for the task. Tasks that involve consultant participation should provide enough detail (such as project scope, work to be accomplished for each project, anticipated completion dates, and project costs) about what the consultant responsibilities are concerning the activities to be undertaken using federal-aid funds. If that is not possible at this time, prior to the MPO's use of PL funds for these types of planning projects or activities, the District should forward a copy of the scope of services, the anticipated cost, and completion date to the FHWA for review. It will continue to be the responsibility of the District and MPO to ensure that all activities undertaken as part of these tasks are eligible and are allowable costs.	The MPO will continue its policy of submitting specific consultant work scope tasks to FDOT and FHWA for approval consistent with and subsequent to the adopted UPWP.
There was no mention of corrective actions or recommendations from the annual joint certification. According to Task 4.1, the certification is scheduled to be conducted 04/08. In the final draft of this document, please be sure to include corrective actions and/or recommendations, if appropriate.	To be continued.
Although the MPO includes a Title VI Complaint Procedure in the draft copy of this UPWP, in the final copy of this document, please include the FDOT's Title VI, Related statutes and nondiscrimination compliance statement. According to Chapter 3 of the MPO Handbook, <i>"As a sub-recipient of the Florida Department of Transportation, each MPO is required to sign a Title VI and Related Statutes Nondiscrimination Agreement with the State to assure Title VI and other non-discrimination authorities' compliance. The official name of the form is 275-010-09 Title VI Nondiscrimination Agreement."</i>	The Title VI / Nondiscrimination Policy Statement was appended as required.
All Agreements or Certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI agreements and DBE statements should be signed and dated, and included in the document.	The adopted version of the UPWP will contain the requisite signed statements, agreements and certifications.

FHWA SPECIFIC COMMENTS	MPO RESPONSE
<u>Cover Page</u> : The MPO lists two federal aid project numbers. In the final draft, please only list the current federal project aid number which is (46).	Correction completed.
<u>Introduction</u> : Please include a discussion of the planning tasks to be performed with funds under Titles 23 and 49.	Accomplished.
<u>Page 28</u> : In the Methodology Section of this task, the MPO explains that it will produce an updated copy of its public involvement plan. Shouldn't this task be listed as an end product and given a milestone or anticipated date of completion?	The MPO concurs and included this item as an end product with milestone date given.
<u>Page 61</u> : There are a few milestone/target dates missing for this task. In the final copy of this draft, please ensure that milestones/targets dates are given for all end products.	Milestones entered.
FDOT COMMENTS	MPO RESPONSE
Recommend reviewing for consistency in capitalization (i.e., State vs. state; Federal vs. federal; Plan vs. plan, etc.)	Reviewed for consistency and corrections accomplished.
Check formatting of funding tables - the "Local Assessment" column is shifting letters to another row. (Example: pg. 29)	Corrected.
Recommend consistency throughout the document (i.e., District Seven vs. District VII)	Reviewed for consistency and District Seven references effected.
<u>Page 28, Task 1.3</u> : Recommend adding the development of the MPOs Limited English Proficiency Plan and milestone dates.	LEP milestone dates were added.
<u>Page 38, Task 3.1.2: Methodology</u> : paragraph 1 and bullet 2: Expand Mid Florida reference - complete name is Mid Florida Community Services, Inc.	Full name has been included.
<u>Page 38, Task 3.1.2: MPO Business Plan - Anticipated PL Spending Table</u> : The PL carry forward balance of \$4,000 for task 4.1 Regional Plans & Programs, does not match the subtotal amount of \$5,000. Shouldn't these figures be the same?	The referenced subtotal was changed to \$4,000.
<u>Page 38, Task 3.1.2: Acronym Reference List</u> : Consider adding TBARTA reference. Also consider removing TBCTA reference (unless needed for reference).	TBARTA reference and several additional other terms were appended to the acronym list. The TBCTA reference was removed.