

Unified Planning Work Program (UPWP) & Budget

July 1, 2022 - June 30, 2024



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Fiscal Years (FY) 2022/23 – 2023/24

Broward Metropolitan Planning Organization

UNIFIED PLANNING WORK PROGRAM and BUDGET FOR TRANSPORTATION PLANNING ACTIVITIES


ADOPTED BY THE BROWARD MPO
MPO Governing Board Chair
On May 12, 2022

Revision: _____

PREPARED BY THE BROWARD METROPOLITAN PLANNING ORGANIZATION

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A. Cost Analysis Certification Statement



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

Cost Analysis Certification

Broward MPO

Unified Planning Work Program - FY 2022/2023 – 2023/2024

Adopted 5/12/2022

Revision Number: Initial Adoption

I hereby certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable, and necessary, as required by [Section 216.3475, F.S.](#) Documentation is on file evidencing the methodology used and the conclusions reached.

Name: Maria F. Jaimes, FCCM

Planning Specialist – District 4

Title and District

DocuSigned by:
Maria Jaimes
AC5F1F5EBE6F4D0...

5/25/2022

Signature

The background of the slide is a faded, light-colored image. The top portion shows a row of palm trees against a bright sky. The bottom portion shows the rear wheel and chain mechanism of a bicycle. Overlaid on the right side of the slide are several diagonal stripes in shades of blue and green. A solid dark blue horizontal band is positioned above the text.

B. Introduction



Introduction

The Broward MPO’s fiscal year (FY) 2022/2023 – FY 2023/2024 Unified Planning Work Program (UPWP) contains the agency’s Strategic Business Plan activities, planning efforts and operating budget for a two-year period. The Code of Federal Regulations (CFR) defines a UPWP as “a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds.” The UPWP documents federal, state, and local participation in the continuing, comprehensive, and cooperative transportation planning process within the region reflecting the MPO's broader responsibilities as one of multiple MPOs designated for a single urbanized area. A map of the Miami Urbanized Area/Transportation Management Area is shown in Appendix A.

The UPWP is approved by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). It is used to monitor the expenditure of federal and state funds and serves as a strategic management tool, enabling the MPO to administer its planning responsibilities with available revenues. The UPWP is required under Chapter 163.01 and 339.175(5) (d) and (e), Florida Statutes. The UPWP is also required under the Code of Federal Regulations 23 CFR 420.111 and 23 CFR 450.308. The UPWP is prepared in accordance with the Florida MPO Program Management Handbook, the Americans with Disabilities Act (ADA) of 1990, and Title VI of the Civil Rights Act of 1964. This document reflects Title VI Environmental Justice (EJ), Limited English Proficiency (LEP), and State/Federal Planning Emphasis Area (PEA) provisions that the Broward MPO addresses in its transportation planning activities.

Comments received from FHWA, FTA, and the Florida Department of Transportation (FDOT) with regard to this UPWP can be found in Appendix B. For a full list of acronyms that appear within this document, please refer to Appendix C.



Overview of the Comprehensive Transportation Planning Activities

The UPWP contains the following tasks which summarize the major activities of the Broward MPO:

1.0 MPO ADMINISTRATION – This task contains activities required to manage the transportation planning process and all UPWP work products on a continual basis, including strategic business plan management, UPWP development/administration, information technology development/improvements, administrative/operational activities required to function as an independent MPO, and management of Broward MPO Governing Board and advisory committees.

2.0 DATA COLLECTION & ANALYSIS – This task contains activities needed to monitor multimodal travel characteristics such as socioeconomic data, transportation system data, and environmental concerns and issues. Priorities include but are not limited to data collection and analysis, safety data collection, geographic information system (GIS) development, comprehensive plan support and management systems development. Data collection and analysis also includes efforts needed to address all performance measures required for MPO planning efforts. Further, data collection efforts include opportunities to share with both transportation partners and the public.

3.0 REGIONAL PLANNING – This task contains activities related to long- and short- range multimodal transportation system planning and coordination and safety and security. Priorities include but are not limited to: the development and maintenance of the Metropolitan Transportation Plan (MTP) (adopted in December 2019), which is developed with extensive public outreach and is consistent with local comprehensive planning efforts, local and state plans, and serves as the basis for Broward’s transportation planning and programming decisions. This task also includes activities related to MTP implementation including safety, roadway concept, and resiliency studies. Additionally, the task supports regional transportation planning in coordination with local transit providers and transportation agencies from adjacent counties, Congestion Management Process (CMP), which is aimed at managing the traffic congestion and increasing safety on the roadway network using a multimodal and livability approach and freight



coordination through the MPO’s Freight Transportation Advisory Committee (FTAC) and the Florida Metropolitan Planning Organization Advisory Council (MPOAC) Freight Committee.

4.0 COMMUNITY PLANNING – This task contains activities related working with our communities on the planning, implementation and management of multimodal transportation options. Priorities include but are not limited to: the Complete Streets Initiative, which creates a safe and efficient transportation network that promotes the health and mobility of all residents and visitors by providing safe, high quality multimodal (pedestrian, bicycle, transit and automobile) access throughout Broward; the Mobility Hub Program, which is key to improving the access and connectivity of the transit system to the surrounding land uses; Transit Planning, in coordination with transit providers and local municipalities, including bus, rail and micromobility options; and the Planning Technical Assistance Program (PTAP), which provides opportunities to develop multimodal transportation plans or projects through a collaborative process.

5.0 TRANSPORTATION IMPROVEMENT PROGRAM – This task contains activities related to the development of the Transportation Improvement Program (TIP), which includes the Multimodal Priorities List (MMPL) development. The MMPL is updated annually. Based on the MMPL, the Broward MPO works with planning partners to annually update the TIP. The TIP includes the federally mandated performance measures and projects expected to be built over the next five years is financially constrained, and addresses both local and regional needs.

6.0 REGIONAL TRANSFERS – This task contains shared regional activities (funded by regional partners) that the Broward MPO supports in conjunction with FDOT Districts Four and Six, the Miami-Dade Transportation Planning Organization (TPO), and the Palm Beach Transportation Planning Agency (TPA). Current activities under this task include the maintenance of the Southeast Florida Regional Planning Model (SERPM) version 9.0 and the development of the 2050 Regional Transportation Plan in coordination with the Miami-Dade TPO and the Palm Beach TPA.



7.0 PUBLIC PARTICIPATION – This task contains all of the MPO’s public involvement, education and outreach efforts across all work tasks and segments of the population including evaluating the effectiveness of the MPO’s public involvement efforts and other requirements of a structurally independent MPO. In addition, updates to the MPO’s Title VI Program and Public Participation Plan (PPP) are described within this Task.

9.0 LOCAL SERVICES – This task contains MPO activities related to surtax, transportation planning and outreach services provided to MPO member governments, and activities related to the MPO’s new Metro Transportation Engineering & Construction Cooperative (MTECC) which seeks to understand the varied abilities of municipalities to help ensure equity in delivery of federally funded transportation. These services are fully funded by respective MPO member governments through the execution of interlocal agreements with the Broward MPO. Ancillary activities such as accounting, recordkeeping, procurement and administrative services, including indirect costs to support the activities of the interlocal agreements, are also fully funded by respective member governments. Each interlocal agreement contains a detailed description of the services offered to the member government along with the member government’s financial commitment. Federal and state legislative advocacy services are also contained in this task. These services are fully funded through the collection of a local contribution from MPO member governments.

Planning Priorities for the Broward MPO Planning Area

The Broward MPO assists federal and state governments in managing and operating the transportation infrastructure to meet a broad range of user needs. The previous section summarized the most significant planning priorities for the Broward MPO. The level of effort is provided in more detail in the UPWP Work Tasks listed in this document. Priority efforts will continue to be placed on coordination of non-emergency transportation systems, promoting safe and secure transportation systems and advancing complete streets, freight planning, regional planning and the MTP. The level of planning effort for the Broward MPO is driven by the long-range and operational planning needs of the various modal operating agencies and federal requirements. The transformative changes developed in past MTPs created a paradigm shift in the efforts of the Broward MPO, particularly in the areas of



funding constraints for projects identified in the MTP which led to the development of six funding programs. Additional efforts have been made to develop a non-cost constrained transit vision (with a 2100 planning horizon) as part of the 2045 MTP update which included scenario planning. Safety, resiliency, equality and emerging mobility technologies also played a significant role in the 2045 MTP and other MPO planning efforts. Most importantly, throughout all MPO planning efforts, federally mandated performance measures are considered and addressed.

In addition to the planning priorities of the MPO, FDOT and other local agencies have identified planning activities that they pursue in coordination with the MPO and other partners. To see the list of FDOT's planning activities, please refer to Appendix D. For other local planning efforts, refer to Appendix E.

Transportation Related Air Quality Planning Activities Anticipated in the Non-attainment Areas

The Broward MPO is part of the Miami Urbanized Area, which is currently an air quality attainment area.

Planning tasks to be performed with funds under Title 23, U.S.C. and 49 U.S.C. §53.

All administrative, data collection/analysis and planning tasks described above (Tasks 1.0 through 7.0) will be performed to some degree with funds under Title 23, U.S.C. and 49 U.S.C. §53. Details of this funding combined with other funding sources allocated to each of the tasks are specified in the financial tables for each task in Section D.

Statement of Consolidated Planning Grant (CPG) Participation

“The FDOT and the **Broward MPO** participate in the Consolidated Grant Program (CPG). The CPG enables FDOT, in cooperation with the MPO, FHWA, and FTA, to annually consolidate Florida’s FHWA PL and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division. These funds are annually apportioned to FDOT as the direct recipient and allocated to the MPO by FDOT utilizing formulas approved by the MPO, FDOT, FHWA, and FTA in accordance with [23 CFR 420.109](#) and [49 U.S.C. Chapter 53](#). The FDOT is fulfilling the CPG’s required 18.07% non-federal share (match) using Transportation Development Credits as permitted by [23 CFR 120\(j\)](#) and [FTA C 8100.1D](#).”



Soft Match Definition, Amount Being Matched & Indirect Cost Rate

“Soft match” is other expenses that are related to a project but will not be charged to the project. Transportation Development Credits, also known as Toll Revenue Credits or the value of third party in-kind contributions are considered soft matches.

Section 120 of Title 23, U.S.C., permits a state to use certain toll revenue expenditures as a credit toward the non-Federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the federal share to be increased up to 100% to the extent credits are available. FDOT has adopted the policy to use the toll credits for statewide and metropolitan planning funds. The “soft match” amount being utilized to match the FHWA funding in the UPWP is 81.93% of FHWA program funds. The Broward MPO will reimburse actual costs. Thus, no indirect rate will be utilized.

Soft match amounts are listed as follows:

Soft Match					
FDOT uses Transportation Development Credits (Toll Credits) to fulfill the required FHWA - PL & SU and FTA - 5307 & 5305(d) non-federal share.					
	Fund Type	Agency	Rate	FY 22-23	FY 23-24
1	FHWA - PL*	FDOT	18.07%	\$ 854,793	\$ 799,425
2	FHWA - SU*	FDOT	18.07%	\$ 882,219	\$ 992,496
3	FTA - 5307**	FDOT	20.00%	\$ 433,992	\$ 388,912
4	FTA - 5305(d)**	FDOT	20.00%	\$ 168,750	\$ -
				\$ 2,339,754	\$ 2,180,833
*FHWA - PL & SU Cash: 81.93%					
**FTA - 5307 & 5305(d) Cash: 80.00%					

Table 1 Soft Match



Public Participation Process Used in the Development of the UPWP

Public involvement is a major activity for the Broward MPO. The approved and implemented Public Participation Plan describes these efforts in detail and includes techniques for evaluating the effectiveness of public involvement activities. Further, while particular emphasis is devoted to public outreach and involvement in all facets of transportation planning and service delivery, a major focus is to involve people who are traditionally underserved and underrepresented. For the development of the UPWP, extensive outreach was performed consistent with the above. In addition to soliciting input through the MPO Board and its committees, the MPO produced a flyer which was widely distributed electronically, via social media and in the MPO Newsletter. In addition, prior to the UPWP adoption, the MPO advertises in two widely distributed newspapers (El Sentinel and Sun Sentinel) that the UPWP is available for review and comment. Comments received from the outreach efforts have been compiled and were addressed within the UPWP, as feasible, or if they fell outside the scope of the UPWP, they were directed to the appropriate implementing agency.

Federal Planning Factors

The Broward MPO and other responsible agencies incorporate into the planning process a variety of transportation planning factors. The 10 planning factors considered by MPOs in developing plans and programs that are reflected in the various tasks of the Broward MPO's UPWP 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 security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;



- 8. Emphasize the preservation of the existing transportation system;
- 9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
- 10. Enhance travel and tourism

TASK DESCRIPTIONS		FEDERAL PLANNING FACTORS									
		1	2	3	4	5	6	7	8	9	10
1.0	MPO Administration	x	x	x	x	x	x	x	x	x	x
2.0	Data Collection and Analysis	x	x	x	x	x	x	x	x	x	x
3.0	Regional Planning	x	x	x	x	x	x	x	x	x	x
4.0	Community Planning	x	x	x	x	x	x	x	x	x	x
5.0	Transportation Improvement Program	x	x	x	x	x	x	x	x	x	x
6.0	Regional Planning Activities Transfers	x	x	x	x	x	x	x	x	x	x
7.0	Public Participation	x	x	x	x	x	x	x	x	x	x

Table 2 Federal Planning Factors

State & Federal Planning Emphasis Areas (PEAs)

The state has provided four PEAs: Safety, Equity, Resilience and Emerging Mobility. These emphasis areas, which are based on, and consistent with, the Florida Transportation Plan are considered and addressed throughout the tasks and activities within this UPWP.

Safety is the leading criteria considered when developing all MPO plans and programs, from the MTP to the Complete Streets and other Localized Initiatives Program (CSLIP) to the Complete Streets Master Plan (CSMP). The Broward MPO has adopted the “Vision Zero” performance measure target for safety. Planning funding has been assigned to safety study efforts in this UPWP. In addition, we are increasing our data collection and outreach efforts



to help measure and monitor safety issues and implement studies, programs and infrastructure improvements to improve safety for motorized and non-motorized users. The Broward MPO prioritizes safety as a standalone funding program in its 2045 MTP. The MTP Safety Program identifies high crash locations (based on 5-year countywide crash data for signalized intersections, unsignalized intersections, and corridor segments), conducts annual Roadway Safety Audits (RSAs) to identify countermeasures at these high crash locations, and assigns funding for capital improvements. The Broward MPO works closely with FDOT District 4 to leverage existing Highway Safety Improvement Program (HSIP) funding and MPO attributable funding for this effort.

Like safety, **Equity** is considered when developing all MPO plans and programs. In recent years, the MPO has received considerable attention from review agencies and peers for using American Community Survey (ACS) data to identify “Transportation Planning Equity Areas” and generate maps that show these areas. The identified Equity Areas and associated maps are but one of the several resources available to the MPO as it continues to include equity as a priority in the planning process.

Resilience is being addressed through the MTP. By working with our partners at FDOT, the MPO has included resiliency studies along vulnerable corridors in this plan. These studies are designed to better understand the specific impacts of sea level rise and climate change on these facilities. Ultimately, the studies will identify projects to help manage or mitigate future climate impacts and maintain mobility and accessibility in the surrounding network. In addition, the MPO will continue to coordinate with partners, stakeholders, and other experts (land use, drainage, resiliency, etc.) as projects in the MTP are programmed in the TIP and move to the Project Development & Environment (PD&E) phase to ensure existing conditions (including vulnerability to sea-level rise, storm surge, flooding events, and drainage limitations) are addressed.

Finally, for **Emerging Mobility**, the Broward MPO has been considering these types of technological advancements and the changing transportation landscape for the past several years. The impacts of these new technologies on safety, vehicle ownership, road capacity, vehicle miles traveled (VMT), land-use, roadway design, future investment demands, and economic development are considered in MPO planning efforts. Our 2045 MTP recognizes the challenges related to future technologies and the degree and speed in which these technologies and vehicles will



gain widespread usage. Our MPO member governments have been introducing these ideas at meetings. The matrix in Table 3 of this section summarizes which UPWP Tasks will either directly or indirectly address the State PEAs.

Similar to the state, FHWA and FTA have provided eight PEAs: Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future, Equity and Justice⁴⁰ in Transportation Planning, Complete Streets, Public Involvement, Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination, Federal Land Management Agency (FLMA) Coordination, Planning and Environment Linkages (PEL), and Data in Transportation Planning. Similar to the state PEAs above, the MPO addresses the federal PEAs within this UPWP.

For **Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future**, the MPO continues to explore emerging mobility technologies such as electric vehicle (EV) charging infrastructure and potential locations for EV charging stations. Further, in an effort to get more vehicles off the road and promote transit, the MPO works with local partners and transit operators to develop and implement Transit Development Plans (TDPs), transit corridors, community circulator service, Mobility Hubs, Transit Oriented Developments (TODs), Park & Ride facilities, and first- and last-mile bicycle and pedestrian infrastructure. Finally, the MPO works to ensure that safety and security measures are considered to create a resilient transit system that is responsive following natural or manmade disasters.

Regarding **Equity and Justice⁴⁰ in Transportation Planning**, the MPO continues to include equity in the transportation planning process through the identification of Transportation Planning Equity Areas as described above. Identification of Equity Areas helps the MPO perform targeted outreach and assess impacts to underserved and disadvantaged communities. Some of the MPO efforts (regarding transit and non-motorized infrastructure) that should be of a direct benefit to these communities are described above for the previous PEA. Further, the MPO's will continue to assess through its MTP the amount of federal dollars being invested into historically marginalized communities.

Complete Streets is an area in which the MPO leads the way (and has been recognized for its efforts on a national level). For this UPWP cycle, the MPO will continue this tradition as part of its Complete Streets Initiative and CSMP.



These initiatives incorporate innovative solutions for all road users that enhance safety, complement transit service, and provide alternative mobility options in our increasingly congested region.

For the next PEA, **Public Involvement**, the MPO has, just like Complete Streets, been recognized for many best practices in the past. Although the pandemic has presented a challenge to many agencies when it comes to the utilization of traditional outreach methods, the MPO has adapted well to the change in circumstances and has come out with some new Virtual Public Involvement tools that have allowed the agency to keep the public engaged with current projects and initiatives. Some examples include the continued use of hybrid (or partially virtual) meeting options which has resulted in a significantly larger audience for MPO Governing Board and committee meetings, virtual panels which allows the public to engage with staff and other influential figures on a variety of relevant transportation topics (such as Vision 2100, the MPO's visioning plan), continual increases in social media engagement, and the launching of a new podcast.

When it comes to coordination with the **Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD)** and **Federal Land Management Agency (FLMA)**, STRAHNET consists of the interstate highway system and connectors providing access to military installations. While the Broward MPO planning area does not contain any military installations, these types of facilities are found within the surrounding region, and the Broward MPO regularly coordinates with FDOT as they are the designated entity that plans and maintains the Interstate highways that provide access to these military installations. With regard to the FLMA, the MPO coordinates with this entity through the Efficient Transportation Decision Making (ETDM) process as well as with park services on any transportation projects that pass through or near federal lands (such as State Road 84 which passes through the Everglades).

When it comes to **Planning and Environment Linkages (PEL)**, the Broward MPO regularly consults with environmental regulatory agencies in its planning area to identify and limit potential negative impacts associated with any proposed projects. Based on those consultations, mitigation approaches are crafted and can include the following:

- Avoid impacts altogether;
- Minimize a proposed activity / project size or its involvement;



- Rectify the impact by repairing, rehabilitating or restoring the affected environment;
- Reduce or eliminate the impact over time by preservation and continual maintenance during the timeframe of the action; and
- Compensate for environmental impacts by providing appropriate or alternative environmental resources of equivalent or greater value, on or off-site.

Finally, **for Data in Transportation Planning**, as part of Task 2.0, the MPO continues to coordinate with other local partner agencies to obtain and analyze data which helps inform decisions in many relevant areas such as freight, bicycle and pedestrian improvements, equity, performance measures, congestion management, emerging mobility technologies, and safety.

	PLANNING EMPHASIS AREAS	Task 1.0	Task 2.0	Task 3.0	Task 4.0	Task 5.0	Task 6.0	Task 7.0
State	Safety	X	X	X	X	X	X	X
	Equity	X	X	X	X	X	X	X
	Resilience	X	X	X	X	X	X	X
	Emerging Mobility	X	X	X	X	X	X	X
Federal	Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future	X	X	X	X	X	X	X
	Equity and Justice40 in Transportation Planning	X	X	X	X	X	X	X
	Complete Streets	X	X	X	X	X	X	X
	Public Involvement	X	X	X	X	X	X	X
	STRAHNET/Dept. of Defense Coordination	X	X	X	X	X	X	X
	Federal Land Management Agency Coordination	X	X	X	X	X	X	X
	Planning and Environmental Linkages	X	X	X	X	X	X	X
Data in Transportation Planning	X	X	X	X	X	X	X	

Table 3 State/Federal Planning Emphasis Areas



C. Organization & Management



Broward MPO Board and Organization

The Broward MPO is a metropolitan level policy board of local, elected officials, established under the federal requirements of 23 U.S.C. 134 for the utilization of federal transportation funds in the urbanized area of Broward County. The State recognizes the Broward MPO as the forum for cooperative decision-making in area-wide transportation planning and programming, and the current structure is consistent with Fixing America's Surface Transportation (FAST) Act legislation.

The Broward MPO has twenty-five (25) voting members. Nineteen (19) voting members are apportioned to the cities according to municipal district maps. The largest cities in each municipal district are the voting members and the next largest cities are the designated alternates. Five (5) members are apportioned to the County Commission, four (4) of whom also represent Broward County Transit (BCT) and other County transportation departments and one (1) of whom also represents the South Florida Regional Transportation Authority (SFRTA)/Tri-Rail. The twenty-fifth Broward MPO voting member is a Broward County School Board member. Finally, there are thirteen (13) alternate municipal members who are eligible to vote when a member(s) is(are) absent. The FDOT has one (1) non-voting advisor, the Secretary of FDOT District Four. See Table 4 below for the current MPO Board governance structure. For more information on the MPO Board, and to view a list of current Board Members, please [click here](#).

Each of the voting and alternate members outlined above are parties to the Interlocal Agreement for the Creation of the Broward Metropolitan Planning Organization (Interlocal Agreement) which was effective on August 3, 1977 and amended thereafter, in part, to provide for the current membership of the Organization.



District	Municipal District Cities	Population (2020)	Voting Members	Votes
1	Coral Springs	134,394	Voting Member	1
	Tamarac	71,897	Voting Member	1
	Margate	58,712	Voting Member	1
	North Lauderdale	44,794	Voting Member	1
	Parkland	34,670	Alternate	
2	Pompano Beach	112,046	Voting Member	1
	Deerfield Beach	86,859	Voting Member	1
	Coconut Creek	57,833	Voting Member	1
	Lighthouse Point	10,486	Alternate	
	Lauderdale-By-The-Sea	6,198	Alternate	
	Hillsboro Beach	1,987	Alternate	
3	Fort Lauderdale	182,760	Voting Member	2
	Sunrise	97,335	Voting Member	1
	Plantation	91,750	Voting Member	1
	Lauderhill	74,482	Voting Member	1
	Oakland Park	44,229	Voting Member	1
	Lauderdale Lakes	35,954	Alternate	
	Wilton Manors	11,426	Alternate	
	Sea Ranch Lakes	540	Alternate	
	Lazy Lakes	33	Alternate	
4	Hollywood	153,067	Voting Member	1
	Hallandale Beach	41,217	Voting Member	1
	Dania Beach	31,723	Alternate	
5	Pembroke Pines	171,178	Voting Member	1
	Miramar	134,721	Voting Member	1
	Davie	105,691	Voting Member	1
	Weston	68,107	Voting Member	1
	Cooper City	34,401	Alternate	
	West Park	15,130	Alternate	
	Southwest Ranches	7,607	Alternate	
	Pembroke Park	6,260	Alternate	
	Broward County Commission			4
	Broward County appointee to SFRTA			1
	School Board of Broward County			1
	FDOT (non-voting member)			
	Total Voting Members			25

Table 4 MPO Governing Board Voting Members



Executive, Governance, and Other Committees

The Executive and Governance Committees are composed of several Board Members. These committees advise the MPO Governing Board on agenda items and current projects/initiatives (Executive Committee) and on governance and policy issues (Governance Committee). For more information on the Executive Committee, and to view a list of current Executive Committee Members, please [click here](#).

Temporary committees may be established by the MPO Governing Board Chair, in accordance with the adopted Rules of the Broward MPO, to address specific issues as needed.

Technical Advisory Committee (TAC)

The Technical Advisory Committee (TAC) is composed of planners, engineers, and other professionals. This committee advises the MPO Governing Board from a technical perspective on the decision-making process. For more information on the TAC, and to view a list of current TAC Members, please [click here](#).

Citizens' Advisory Committee (CAC)

The Community Advisory Committee (CAC) is composed of citizen appointments from the twenty-five (25) MPO Board voting members and appointments from service organizations and transportation interest groups. This committee provides the community perspective on recommendations to the MPO Board. For more information on the CAC, and to view a list of current CAC Members, please [click here](#).

Transportation Disadvantaged (TD) Local Coordinating Board (LCB)

The Transportation Disadvantaged (TD) Local Coordinating Board (LCB) is composed of members and agencies representing the TD community. The LCB identifies local service needs and provides information, advice, and direction to the Community Transportation Coordinator (CTC) on the coordination of transportation disadvantaged services. For more information on the LCB, and to view a list of current LCB Members, please [click here](#).



Complete Streets Advisory Committee (CSAC)

To include all modes of transportation, the Broward MPO formed the Complete Streets Advisory Committee (CSAC) as a holistic approach to address the bicycle/pedestrian needs of the region. This multidisciplinary group is comprised of municipal and partner agency staff, representatives of non-profit groups, health industry and advocacy groups. The CSAC guides the Broward MPO's Complete Streets Initiative and serves as a forum for exchanging new ideas and projects, allowing members to showcase their individual Complete Streets efforts. For more information on the CSAC, and to view a list of current CSAC Members, please [click here](#).

Freight Transportation Advisory Committee (FTAC)

The Broward MPO has established a Freight Transportation Advisory Committee (FTAC) in order to provide a forum for an open dialogue where the freight community can gain insight into the MPO's decisions and upcoming projects, while also providing industry input to decision makers regarding freight transportation priorities and expenditures. FTAC membership is comprised of both public and private sector individuals that are directly involved in the movement, storage and distribution of freight. The members of the FTAC represent a broad spectrum of the freight community, including: warehouse owners, industrial realtors, shipping companies, trucking companies and organizations, railroads, freight forwarders, importers/exporters, truck parking, and distribution companies. For more information on the FTAC, and to view a list of current FTAC Members, please [click here](#).

Other Boards and Committees

Other boards and committees include the statewide [Florida Metropolitan Planning Organization Advisory Council \(MPOAC\)](#) which serves as a forum for MPOs to provide input in statewide plans and policies affecting MPOs, the [Southeast Florida Transportation Council \(SEFTC\)](#) (along with its various committees and subcommittees, such as the [Regional Transportation Technical Advisory Committee \[RTTAC\]](#)), which serves as a regional forum for coordination and communication among the transportation agencies in Southeast Florida, and the MPO's new ad hoc Resiliency & Attainable Housing Committee, which advises and makes recommendations to the MPO Board on issues pertaining to resiliency/climate as well as attainable/affordable housing. The Broward MPO also participates



in the [Florida MPOAC Freight Committee](#) which was created to serve as a statewide clearinghouse of actionable ideas that allow Florida's MPOs to foster and support sound freight planning and freight initiatives.

Agreements Currently in Effect

For a list of agreements currently in effect between the Broward MPO and other agencies, please see Appendix F.

Operational Procedures and Bylaws

The Broward MPO is an independent agency and as such has developed its own personnel manual, policies, rules and procurement procedures consistent with federal and state guidelines and requirements.

Rules of the Broward MPO (Bylaws) are maintained by the organization. The Rules/Bylaws spell out the vision and mission of the Broward MPO and describe the membership and duties of the MPO Governing Board and its Advisory Committees. Quorum, voting and minutes requirements are also included. In addition, the Rules/Bylaws speak to MTP, Regional Transportation Plan (RTP), UPWP and TIP update procedures and policies as well as the duties and responsibilities of the Executive Director and General Counsel. For the latest Rules/Bylaws, please [click here](#). In addition to the Rules/Bylaws, the Broward MPO adopted its own Procurement Rules which spell out the various types of procurement procedures applicable to the MPO. For the latest Procurement Rules, please [click here](#).

The MPO is also required to have a Continuity of Operations Plan (COOP). The COOP outlines the steps that are to be taken by staff in the event of a long- or short-term emergency, crisis, disaster, or other debilitating loss of resources. In addition to ensuring the safety of MPO personnel, equipment, and records, the COOP ensures that the agency can remain functional so that it can assist with disaster response and recovery efforts (such as providing emergency funding during the washout of State Road A1A in 2012). For more information on the COOP, please [click here](#).

Lastly, the Broward MPO adopted a comprehensive Public Participation Plan (PPP) in February 2019 as is federally required every four years. Incorporating measurement tools for evaluating the effectiveness of the Broward MPO's public involvement techniques, the Plan prescribes assertive outreach to the communities within the County. Using



the PPP enables the Broward MPO to determine the success of their activities. The PPP undergoes minor modifications on an ongoing basis through 2024 when needed. Copies are available in eight regional County libraries and may be viewed on the Broward MPO website (BrowardMPO.org) under the “What We Do” tab.

Required Forms, Certifications, & Assurances

Broward MPO’s planning process was reviewed at a site visit conducted by the FHWA, the FTA and FDOT on April 8 and 9, 2019. The Certification Review produced five recommendations, seven noteworthy practices and no corrective actions. The five recommendations have been addressed or are currently in the process of being addressed through the MPO’s planning efforts. Consequently, on October 28, 2019, the FHWA and FTA jointly certified that the transportation planning process of the entire Miami Urbanized Area Transportation Management Area, comprised in part by the Broward MPO, substantially meets federal planning requirements in 23 CFR 450 Subpart C. The certification will remain in effect until August 2023. The full 2019 Certification Report can be found on our website at <http://browardmpo.org/index.php/about-the-mpo/federal-state-certifications>.

Broward MPO annually makes certifications and statements as required for every applicant under 49 U.S.C. 5323(n) for all Federal highway/Transit Administration awards. To view these documents, please refer to Appendix G.



D. Planning Tasks



Task 1.0 MPO Administration

<u>Purpose</u>
To implement the MPO’s transportation planning vision by administering the activities identified in the two-year UPWP, managing a structurally independent organization, and communicating information to and between the MPO Governing Board and its advisory committees.
<u>Previous Work Completed</u>
Performed various administrative functions to ensure the ongoing operation of the agency; maintained compliance with federal and state requirements; coordinated with partners; monitored legislation; and performed activities as described in the UPWP.

<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> • Provide administrative services and management of all activities and work products identified in the UPWP. • Legal review of all agenda items and contracts. Carryover activity. • Manage the day-to-day activities of the MPO, ensuring proper staffing, technical resources, and office infrastructure are available to complete UPWP activities. • Develop and improve the internal operations of the MPO to meet the demands of its mission while supporting the MPO’s planning efforts, including the State and Federal PEAs, and the changing transportation/economic environment. • Conduct procurement activities and purchases in accordance with applicable Federal and State laws. 	<ul style="list-style-type: none"> • General management of staff and work products as shown in UPWP. 	<ul style="list-style-type: none"> • Monthly through June 2024



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Provide opportunities for staff to travel to conferences, meetings, and other business functions in order to stay abreast of developments within the industry as well as best practices. This includes the procurement and maintenance of MPO fleet vehicle(s). 		
<ul style="list-style-type: none"> Revisit and update the MPO’s vision, mission, strategic business plan and organizational structure, engaging the MPO Board and staff through forums, meetings, retreats, etc. Carryover activity. 	<ul style="list-style-type: none"> Maintain and update the MPO Strategic Business Plan. Prepare for and conduct annual Broward MPO Board Engagement Forum. Conduct staff and management retreats to review and update the organizational structure, evaluation process and address agency growth. 	<ul style="list-style-type: none"> Jan 2023 & 2024 Annually FY 2023 & FY 2024
<ul style="list-style-type: none"> Maintain and update office IT infrastructure including secured file server, digital storage, employee workstations, telephone, software packages, and Board Room technology/equipment. Carryover activity. 	<ul style="list-style-type: none"> Maintain and update office IT architecture, hybrid local/cloud server storage, telephone, copiers, software, employee workstations, hosted e-mail services, and Board Room technology/equipment. 	<ul style="list-style-type: none"> Monthly through June 2024
<ul style="list-style-type: none"> Complete Federal and State Certification reviews and address corrective actions and recommendations. 	<ul style="list-style-type: none"> Complete annual State Certification Review. Complete Federal Certification Review. 	<ul style="list-style-type: none"> Feb 2023 & 2024 May 2023



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Maintain and process amendments to the UPWP, coordinate with regional partners and incorporate all applicable Federal and State requirements, rules and procedures. Develop next fiscal year UPWP, submit draft document to review agencies. Incorporate agency comments and submit final document to FHWA and FTA for approval. 	<ul style="list-style-type: none"> Maintain, amend and modify the UPWP. Develop FY 25-27 UPWP. 	<ul style="list-style-type: none"> Monthly through June 2024 May 15, 2024
<ul style="list-style-type: none"> Update the MPO’s Interlocal Agreement, grant and Joint Participation Agreements. Prepare and submit financial reports, billings, and progress reports per existing agreements. 	<ul style="list-style-type: none"> Maintain and update agreements, insurances and JPAs. Create monthly progress reports, financial status reports, and monthly invoices. 	<ul style="list-style-type: none"> Annually through June 2024 Monthly through June 2024
<ul style="list-style-type: none"> Conduct annual Audit. 	<ul style="list-style-type: none"> Complete annual Audit. 	<ul style="list-style-type: none"> Jan 2023 & 2024
<ul style="list-style-type: none"> Maintain and conduct regular tests of the MPO’s Continuity of Operation Plan (COOP). Update related operational documents as needed. 	<ul style="list-style-type: none"> Conduct annual dry run of COOP. Update COOP and related operational documentation accordingly. 	<ul style="list-style-type: none"> May 2023 & 2024
<ul style="list-style-type: none"> Schedule meetings, prepare material (agendas, backup material, minutes, reports, etc.) and maintain active membership for all MPO Board and committees (Board of Directors, Executive Committee, TAC, CAC, LCB, CSAC, FTAC, MPOAC Freight Committee, SEFTC, RTTAC, Mayors’ and Elected Officials’ Transportation Roundtable) and the Resiliency & Attainable Housing Ad Hoc Committee. 	<ul style="list-style-type: none"> Prepare meeting materials and minutes for all MPO Board and committees. Maintain active memberships. 	<ul style="list-style-type: none"> Monthly through June 2024 Monthly through June 2024



Responsible agencies: Broward Metropolitan Planning Organization in coordination with the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, South Florida Regional Transportation Authority, Broward County, and Broward’s 31 municipalities.

Task 1.0 Estimated Budget Detail for FY 22/23							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe	878,348	944,224	373,298	-	-	-	2,195,870
Subtotal:	878,348	944,224	373,298	-	-	-	2,195,870
B. Consultant Services							
Advancing Strategic Initiatives				275,000	-	-	275,000
Legal Consultant				400,000			400,000
IT Consultant	285,260						285,260
Subtotal:	285,260	-	-	675,000	-	-	960,260
C. Travel							
Travel, Training & Mileage		149,927	-	-		-	149,927
Subtotal:	-	149,927	-	-		-	149,927
D. Other Direct Expenses							
Occupancy	-	830,323					830,323
Operations and Maintenance		552,910					552,910
Equipment >\$1,000		162,311					162,311
MPO Fleet Vehicle(s) (Lease)		12,000					12,000
Educational booth display		20,000					20,000
Board Room battery back up		9,000					9,000
Subtotal:	-	1,586,544	-	-	-	-	1,586,544
Total:	1,163,608	2,680,695	373,298	675,000	-	-	4,892,601



Task 1.0							
Estimated Budget Detail for FY 23/24							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe	972,881	1,186,440	213,559	-	-	-	2,372,880
Subtotal:	972,881	1,186,440	213,559	-	-	-	2,372,880
B. Consultant Services							
Advancing Strategic Initiatives (Carryover)	-			-	-	-	-
Legal Consultant	360,000						360,000
IT Consultant	290,260						290,260
Subtotal:	650,260	-	-	-	-	-	650,260
C. Travel							
Travel, Training & Mileage		180,925	-	-		-	180,925
Subtotal:	-	180,925	-	-		-	180,925
D. Other Direct Expenses							
Occupancy	-	851,977					851,977
Operations and Maintenance		351,635					351,635
Equipment >\$1,000		152,000					152,000
MPO Fleet Vehicle(s) (Lease)		24,000					24,000
Subtotal:	-	1,379,612	-	-	-	-	1,379,612
Total:	1,623,141	2,746,977	213,559	-	-	-	4,583,677



Task 1.0 Budget Category Description Detail	
A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
Advancing Strategic Initiatives	Consultant support will be provided on an as-needed basis via MPO-approved task work orders. Some examples of task work orders might include updates to the MPO's Strategic Business Plan, policies, procedures, staff and Board training.
Legal Consultant	Legal services provided to the MPO include attendance of the MPO's General Counsel at all MPO Board meetings and other meetings as required, the drafting of agreements, legal review of documents, support with personnel issues, and other legal activities as necessary to support the agency.
IT Consultant	IT Managed services provided by consultant. Includes 24/7 IT help desk support for staff, server management, network management, and cloud backup management.
C. Travel	
Travel & Mileage	Employee and MPO Board Member travel on Broward MPO business including training, conferences, seminars, MPOAC meetings, etc. outside the local area, and mileage inside the local area.
D. Other Direct Expenses	
Occupancy	Monthly rent, common area maintenance and electrical costs for Broward MPO office and Board Room facilities, and liability and property insurances.



Task 1.0 Budget Category Description Detail	
Operations and Maintenance	<p>Agency ongoing operational costs: legal, administrative services, bank fees, annual financial audit, employee training, agency memberships to various business, technical and professional organizations and/or periodicals, IT managed services, telephone, internet and ethernet related services, office supplies, postage and shipping, professional printing, equipment and software maintenance, broadcasting services, social media, website hosting and maintenance, translation services, transcription services, newspaper meeting notices, legal ads, employee position postings, etc.</p> <p>The MPO utilizes the following rentals/leases: Konica Minolta Copiers (2), Pitney Bowes DM100 Mailing System (1), AT&T Router (1), Mitel phones (42) & Mitel conference phones (4).</p>
Equipment >\$1,000	IT items including Board Room voting system computers and related hardware, office/room management equipment, a drone, replacement computers for staff (including peripherals such as mice, keyboards, monitors, etc.), and office furniture.
MPO Fleet Vehicle(s) (Lease)	Lease and maintenance expenses for MPO fleet vehicle(s).
Educational booth display	Purchase of a booth to provide cover for various community events such as educational outreach, bicycle helmet fittings, surveys, etc.
Board Room battery back up	The battery powering the uninterruptable power supply for the Board Room's information technology equipment, which includes computers, voting system, request-to-speak system, and audio/video recording devices, will be replaced and includes installation and disposal fees for the old battery.



Task 2.0 Data Collection & Analysis

<u>Purpose</u>
To maintain on-going data collection programs, to monitor current and historic operational characteristics of the transportation network, to address performance measure requirements and to analyze the impacts of changing land use, and transportation, and other conditions.
<u>Previous Work Completed</u>
Collected traffic, bicycle and pedestrian count data. Developed county-wide program to collect bicycle, and pedestrian counts; procured big data and Congestion Management Process (CMP) data software; completed Roadway Level of Service Analysis Report; and adopted performance measure targets to satisfy federal requirements.

<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> • Coordinate with FDOT to obtain all required data to support the federally required performance measures, support the state PEAs, CMP, and regional planning efforts (including staff time to manage shared funding efforts detailed in Task 6.0), and implement performance-based planning efforts such as the MTP, Corridor Studies, Freight Studies, Complete Streets efforts, and Resiliency Studies, etc. • Produce an annual Performance Measures Report documenting trends in transportation system performance and the MPO’s progress in meeting FAST Act targets, including reporting Performance Measures using a dashboard on the Broward MPO’s website to ensure public access. • Coordinate with Broward County Transit (BCT) in setting Transit Asset Management (TAM) targets and Transit Safety targets 	<ul style="list-style-type: none"> • Adopt targets related to MAP-21, FAST Act and MPO goals on an annual basis for Safety, Transit Asset Management (TAM), and Transit Safety performance measures. • Produce Annual State of the System Report to track and report on the progress of performance measures (including FTA) such as TAM. 	<ul style="list-style-type: none"> • Nov 2022 & 2023 • Apr 2022 & 2023



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<p>based on the Public Transit Agency Safety Plan as required by federal law.</p> <ul style="list-style-type: none"> • Monitor, prepare, and update performance measures and standards for transit usage, transit facilities, and passenger amenities. Coordinate transit performance measures with transit properties and address the challenges and opportunities with regard to emerging mobility. 		
<ul style="list-style-type: none"> • Collect traffic, bicycle and pedestrian counts to support planning efforts. Carryover activity. 	<ul style="list-style-type: none"> • Collect traffic, bike, pedestrian counts to support MPO programs and Performance Measures. 	<ul style="list-style-type: none"> • May 2023 & 2024
<ul style="list-style-type: none"> • Maintain and update the roadway functional classifications and jurisdictional assignments in cooperation with FDOT and FHWA. • Perform roadway level of service analyses using acceptable techniques, including the latest Highway Capacity Manual, FDOT Quality/Level of Service Handbook and the current Highway Safety Manual. 	<ul style="list-style-type: none"> • Update roadway functional classifications and boundary maps and obtain approval from FHWA. • Complete annual updates of the Roadway Level of Service Analysis Report. 	<ul style="list-style-type: none"> • May 2024 • May 2023 & 2024
<ul style="list-style-type: none"> • Obtain traffic crash data (including bike and pedestrian crash data) from FDOT. • Identify locations with high numbers of traffic crashes (including bike and pedestrian crashes) for safety improvements working with FDOT (State and Critical County Roads), Broward County (other county roads) and municipalities (major collectors). • Explore emerging mobility and the use of vehicle technologies and smart traffic control devices which can reduce potential crash incidences and improve safety. 	<ul style="list-style-type: none"> • Collect, list and map high crash locations, for all modes, along County and City roads using available traffic crash data. • Monitor emerging mobility vehicle technologies and participate in efforts to promote the use of these technologies. 	<ul style="list-style-type: none"> • June 2024 • Monthly through June 2024



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Maintain traffic, transit and highway data, including traffic crash information, in a GIS environment. 		
<ul style="list-style-type: none"> Coordinate with FDOT (Safety, Statistics and Transportation System Management and Operations [TSM&O] Offices), Broward County Traffic Engineering Division and local governments on data collection efforts. Coordinate with BCT and SFRTA to obtain all relevant transit related data and analyze ridership data for localized areas, corridors, or sub-regions leading to the planning and execution of projects that increase transportation choices and enhance system connectivity. Update and maintain GIS software for transportation planning data collection. Obtain and analyze Census data for demographic changes that impact traffic operations, demand for transportation services and traffic projections. Monitor and prepare for the release of 2020 U.S. Census results in anticipation of participating in the post-census redesignation/reaffirmation process for metropolitan planning organizations and activities related to functional classification and boundary maps. 	<ul style="list-style-type: none"> Collect and integrate transit, Origin/Destination, household and other data into planning projects and share data with other agencies. 	<ul style="list-style-type: none"> June 2024
<ul style="list-style-type: none"> Develop/use data and tools relating to the vulnerability/resilience of transportation and other related infrastructure. 	<ul style="list-style-type: none"> Evaluate amendments to County Trafficways Plan and Land Use Plan that assure corridor protection and support the goals of the Broward MPO's MTP. 	<ul style="list-style-type: none"> As needed through June 2024



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Review traffic studies and evaluate proposed amendments to the Broward County Trafficways Plan and Land Use Plan using the travel demand model. 		
<ul style="list-style-type: none"> Evaluate proposed capacity improvement projects using Efficient Transportation Decision-Making (ETDM) planning screen. 	<ul style="list-style-type: none"> In accordance with FDOT guidance, annually identify off-system project(s), coordinate with FDOT District 4, and develop project summary for submission to the ETDM system. 	<ul style="list-style-type: none"> Annually June 2023 and 2024

Responsible agencies: Broward Metropolitan Planning Organization in coordination with the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, South Florida Regional Transportation Authority, Broward County, and Broward’s 31 municipalities.



Task 2.0 Estimated Budget Detail for FY 22/23							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe	20,009	20,405	6,984	-	-	-	47,398
Subtotal:	20,009	20,405	6,984	-	-	-	47,398
B. Consultant Services							
Performance Measures Data	16,200		-	-	-	-	16,200
Multimodal Data Collection	-				88,461		88,461
Subtotal:	16,200	-	-	-	88,461	-	104,661
Total:	36,209	20,405	6,984	-	88,461	-	152,059



Task 2.0							
Estimated Budget Detail for FY 23/24							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe	30,523	38,782	6,061	-	30,000	-	105,366
Subtotal:	30,523	38,782	6,061	-	30,000	-	105,366
B. Consultant Services							
Performance Measures Data	-	-	-	-	-	-	-
Multimodal Data Collection	-	-	-	-	300,000	-	300,000
Subtotal:	-	-	-	-	300,000	-	300,000
Total:	30,523	38,782	6,061	-	330,000	-	405,366



Task 2.0 Budget Category Description Detail	
A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
Performance Measures Data	Annual subscription for data visualization platform to host the MPO's Performance Measures Dashboard and annually update progress toward performance measure targets. In addition, the platform will assist with the following steps with regard to CMP: developing multimodal performance measures, collecting data / monitoring system performance, analyzing congestion problems and needs, identifying and assessing CMP strategies, programing and implementing CMP strategies, and evaluating strategy effectiveness.
Multimodal Data Collection	Consultant will collect bike/ped counts at the direction of MPO staff. This includes requests made by the MPO's municipal services section. FY 23/24 includes counts to support the regional transportation model.



Task 3.0 Regional Planning

<u>Purpose</u>
To maintain, update and implement the 2045 MTP, a tri-MPO/Miami urbanized area 2050 Regional Transportation Plan (RTP) and an Intermodal/Freight Plan that are technically sound and financially feasible.
<u>Previous Work Completed</u>
Managed the 2045 RTP update in coordination with the Palm Beach and Miami-Dade MPOs, adopted a 2045 MTP which included all federally mandated performance measures, and developed and submitted a BUILD Grant application in coordination with Port Everglades. Amended and modified 2045 MTP in accordance with federal guidelines. Completed a Congestion Management Process (CMP) update.

<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Develop the 2050 Metropolitan Transportation Plan including revenue forecasting, SERPM Model, public participation, needs assessment, Cost Feasible Plan, draft 2050 MTP, and final 2050 MTP adoption by December 2024. Carryover activity. Update, maintain, and implement the 2045 MTP. This includes, but is not limited to, updates to the allocation of federal and state funding for cost feasible transportation projects which are identified using a transportation model (SERPM). Update the Equity Assessment tool based on the new 2020 Census data and continue to utilize the Transportation Planning Equity Assessment to identify geographic areas where traditionally underrepresented populations are located and consider the comparative impacts of proposed transportation projects on those populations. 	<ul style="list-style-type: none"> MTP Revenue forecast SERPM Model completion MTP Public Participation and education MTP Needs assessment Cost Feasible Plan and draft 2050 MTP Process amendments for the 2045 MTP. Complete update to the Equity Assessment Tool 	<ul style="list-style-type: none"> June 2023 June 2023 Monthly through 2024 Nov. 2023 June 2024 Annually 2023 and 2024 Dec. 2023



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Update MTP performance measures criteria based on new regulations and time lines/targets. Incorporate performance-based planning and programming toward the achievement of transportation system performance outcomes. Advance the recommendations of Climate Change/Resilience project efforts including transportation policy, planning and prioritization; rehabilitation or reconstruction of existing facilities in high risk areas; new facilities in new rights-of-way in high risk areas; system operations; and system maintenance. Advance the projects/countermeasures developed in the Congestion Management Process for further study and project implementation. Complete annual Roadway Safety Audits (RSAs) for crash hot spots identified in the MTP. RSAs include data collection, safety countermeasure selection, feasibility analysis and selection of preferred conceptual alternatives for implementation via local LAP agreements, MTECC or FDOT. Conduct a transit scenario screening to identify the premium transit corridors and potential transit hubs. Carryover activity. 	<ul style="list-style-type: none"> Update Performance Measures criteria Advance Climate Change/Resilience project recommendations. Advance CMP projects into the MTP or TIP. Develop annual RSA reports for high crash locations (by severity) identified in the 2045 MTP. Conduct a transit scenario/premium route/hub screening. 	<ul style="list-style-type: none"> Annually as needed Monthly as needed Annually 2023 and 2024 Annually 2023 and 2024 Annually 2023 and 2024
<ul style="list-style-type: none"> Continue to work towards the implementation of the Fare Interoperability and Mobile Ticketing Project for regional fare collection infrastructure and develop with regional partners a universal fare and transfer policy and plan. 	<ul style="list-style-type: none"> Administer the FTA grant to implement the Fare Interoperability and Mobile Ticketing Project for regional fare collection infrastructure. 	<ul style="list-style-type: none"> Through June 2024



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> • Coordinate with Miami-Dade TPO, Palm Beach TPA and FDOT on the update to the 2050 RTP in support of a regional transportation planning and public involvement process, enhance the integration of local and regional transportation planning and ensure multi-jurisdictional coordination for the Miami Urbanized Area. This includes the SERPM transportation model development and maintenance shared funding efforts detailed in Task 6.0. • Amend regional plans and programs working with Miami-Dade and Palm Beach MPOs, regional planning councils (South Florida Regional Planning Council and Treasure Coast Regional Planning Council), the SFRTA and FDOT staffs. • Coordinate with Palm Beach and Miami-Dade MPOs on regional Performance Measures, emerging mobility, and resilience. 	<ul style="list-style-type: none"> • Manage, participate and provide administrative support to the SEFTC and its technical committee and subcommittees. • Process amendments to the 2045 RTP. • Coordinate with regional planning partners 	<ul style="list-style-type: none"> • Monthly through June 2024 • As needed through June 2024 • As needed through June 2024
<ul style="list-style-type: none"> • Ensure the safe and efficient movement of goods, considering all freight transportation modes including trucking, rail, waterborne, air and pipeline and including the inter-jurisdictional coordination and cooperation between the freight industry and Broward’s Seaport and Airports. • Coordinate with neighboring MPOs and the FDOT on regional freight issues including the impacts of emerging mobility on the industry, the development and monitoring of performance measures, etc. • Coordinate with agencies and municipalities on new and data collection efforts and plans and studies affecting the Port and Airports and Port and Airport efforts affecting local partners. 	<ul style="list-style-type: none"> • Participate with FDOT, SFRTA, the Airport and the Port in the development of a series of reports outlining freight issues germane to Broward County and Southeast Florida, and outline future approach for consideration into the MPO planning process. • Provide support for the MPO’s FTAC and the MPOAC Statewide Freight Committee. 	<ul style="list-style-type: none"> • Monthly through June 2024 • Monthly through June 2024



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Participate in the update and implementation of the Florida Transportation Plan (FTP) as well as planning and implementation effort for the Strategic Intermodal System (SIS). Provide support services to the MPO’s FTAC and the MPOAC Freight Committee including the annual Freight Priorities Program. 		
<ul style="list-style-type: none"> Resiliency Studies – Conduct resiliency studies for corridors identified in the MTP to evaluate impacts and develop mitigation measures and other recommended improvements. Updates to the Resiliency Framework will be made as needed. This includes a potential resiliency analysis of the South Florida Rail Corridor. 	<ul style="list-style-type: none"> Resiliency Corridor Plan(s) for MTP Resiliency Project(s). 	<ul style="list-style-type: none"> June 2024

Responsible agencies: Broward Metropolitan Planning Organization in coordination with the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, South Florida Regional Transportation Authority, Broward County, and Broward’s 31 municipalities.



Task 3.0							
Estimated Budget Detail for FY 22/23							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe	215,711	220,847	77,040	-	70,732	-	584,330
Subtotal:	215,711	220,847	77,040	-	70,732	-	584,330
B. Consultant Services							
2050 Metropolitan Transportation Plan	500,000		-		250,000	-	750,000
2045 MTP Amendment Support	25,000		-		-	-	25,000
Roadway Safety Audits	-		-		-		-
Resiliency Studies	-		-		-	-	-
So FI. Rail Corridor Climate Study	-		-		-	-	-
MPOAC Freight Committee Support	75,000		-		-	-	75,000
MTP Project Simulation	-				200,000		200,000
Subtotal:	600,000	-	-	-	450,000	-	1,050,000
Total:	815,711	220,847	77,040	-	520,732	-	1,634,330



Task 3.0							
Estimated Budget Detail for FY 23/24							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe	230,764	299,993	46,153	-	65,732	-	642,642
Subtotal:	230,764	299,993	46,153	-	65,732	-	642,642
B. Consultant Services							
2050 Metropolitan Transportation Plan	300,000		-	-	250,000	-	550,000
2045 MTP Amendment Support	-		-	-	-	-	-
Roadway Safety Audits	-		-	-	-	-	-
Resiliency Studies	-		-	-	-	-	-
So FI. Rail Corridor Climate Study	-		-	-	-	-	-
MPOAC Freight Committee Support	-		-	-	-	-	-
MTP Project Simulation	-				150,000		150,000
Subtotal:	300,000	-	-	-	400,000	-	700,000
Total:	530,764	299,993	46,153	-	465,732	-	1,342,642



Task 3.0 Budget Category Description Detail	
A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
2050 Metropolitan Transportation Plan	Develop, maintain, and update (every five years) the Broward MPO's 25-year MTP. This includes, but is not limited to, updates to the allocation of federal and state funding for cost feasible transportation projects over the next 25 years to address Broward's future growth and transportation needs which are identified using a transportation model (SERPM) and includes a five-year update of the RTP between the Miami-Dade TPO, Broward MPO, and Palm Beach TPA.
2045 MTP Amendment Support	Support services for 2045 MTP Annual Amendments/Modifications.
Roadway Safety Audits*	Complete annual RSAs for crash hot spots identified in the MTP. RSAs include data collection, safety countermeasure selection, feasibility analysis and selection of preferred conceptual alternatives for implementation via local LAP agreements, MTECC or FDOT.
Resiliency Studies*	Conduct resiliency studies for corridors identified in the MTP to evaluate impacts, develop mitigation measures and other recommended improvements. Updates to the Resiliency Framework will be made as needed.
So Fl. Rail Corridor Study*	Joint effort between Broward MPO, FDOT D4, and SFRTA to conduct resiliency analysis of the South Florida Rail Corridor and develop projects for inclusion in the 2050 MTP.
MPOAC Freight Committee Support	Support for MPOAC Statewide Freight Committee.
MTP Project Simulation	Comprehensive, transit, traffic, land use, and infrastructure simulation analysis to evaluate impacts of MTP project(s) at the local and regional level. Simulation to include evaluation outputs of transit mode share, accessibility, and equity. Simulation software to be made available to MPO member agencies for coordination of local plans/programs to evaluate impact on the regional network.
*These projects will be added to the UPWP at a later date if additional funding becomes available.	



Task 4.0 Community Planning

<u>Purpose</u>
To implement a comprehensive approach to developing and implementing a transit and Complete Streets system throughout Broward while creating livable communities.
<u>Previous Work Completed:</u>
Evaluated and selected projects and programmed funding for the Complete Streets and Localized Initiatives Program (CSLIP), launched the Mobility Hubs Program, Established the Tactical Urbanism Program (BTactical), conducted walking audits, hosted in person and virtual trainings and community engagement events. Continued to implement Complete Streets projects inclusive of all elements. Participated in regional transit planning and station development. Continued to provide support for the Local Coordinating Board (LCB) for the Transportation Disadvantaged. Provided grant and intergovernmental support and assistance to MPO Board member governments.

<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Update and revise CSMP with latest available information in coordination with MTP development and ensuring local community partner and stakeholder input. Carryover activity. 	<ul style="list-style-type: none"> Update CSMP. 	<ul style="list-style-type: none"> Dec 2023
<ul style="list-style-type: none"> Provide education opportunities and technical assistance to municipalities on implementing Complete Streets and provide Walking Audits, ADA Transition Plan support and training opportunities. Continue working with FDOT and partner agencies to connect the transportation system through the implementation of bicycle and pedestrian improvements, including all Complete Streets Elements such as crosswalks and lighting and considering resiliency issues. Manage, promote and update Complete Streets technical resources, including Complete Streets Guidelines 2.0. 	<ul style="list-style-type: none"> Conduct Complete Streets implementation activities such as training, Walking Audits, and updates to the Bicycle Suitability Map. Conduct Quick Build/Tactical Urbanism training. 	<ul style="list-style-type: none"> Monthly through June 2024 Annually through June 2024



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Continue to coordinate and exchange information on Complete Streets efforts with local partners through the CSAC. 	<ul style="list-style-type: none"> Update the Complete Streets Guidelines 2.0 Monitor the implementation of Complete Streets projects. Prepare for and conduct CSAC meetings every quarter. 	<ul style="list-style-type: none"> June 2024 Daily through June 2024 Quarterly through June 2024
<ul style="list-style-type: none"> Manage the implementation of projects identified in the 2016 Transportation Investment Generating Economic Recovery (TIGER) grant application. 	<ul style="list-style-type: none"> Continue the implementation of projects from the 2016 TIGER grant. 	<ul style="list-style-type: none"> Monthly through June 2024
<ul style="list-style-type: none"> Manage and implement the Mobility Hubs Program annual cycle including evaluating, ranking and programming funding for transit hub infrastructure projects. Carryover activity. Provide subrecipient monitoring for FTA 5307 funded projects including, planning, project development, cost estimating, FTA application, project design and construction monitoring and processing funding reimbursements in accordance with FTA regulations. Carryover activity. Work with municipalities and transit operators to develop and implement Transportation Development Plans (TDP), transit corridors, community circulator service, and emerging transportation options. 	<ul style="list-style-type: none"> Complete Annual Mobility Hubs Application Cycle ranking. Monitor all subrecipients of FTA 5307 funding including all activities. Review and assist with TDP development with SFRTA and BCT. 	<ul style="list-style-type: none"> June in 2023 and 2024 Monthly through June 2024 Monthly through June 2024



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Manage MPO user accounts and regularly submit through the FTA’s Transit Award Management System (TrAMS) required FTA documentation such as Milestone Progress Reports and Federal Financial Reports. 	<ul style="list-style-type: none"> Manage TrAMS and FTA require documentation. 	<ul style="list-style-type: none"> Monthly through 2024
<ul style="list-style-type: none"> Manage and implement CSLIP, including Safe Routes to Schools and Transportation Alternatives, coordinating with FDOT and local municipalities. 	<ul style="list-style-type: none"> Complete annual cycles of CSLIP. 	<ul style="list-style-type: none"> April 2023 & 2024
<ul style="list-style-type: none"> Maintain the CMP to identify strategies that manage congestion; improve safety, mobility, and connectivity; and increase multi-modal transportation options. Coordinate with FDOT, Broward County and local governments in the development and implementation of advanced traffic management systems and TSM&O options for congested corridors. 	<ul style="list-style-type: none"> Update and maintain the CMP as necessary. Review TSM&O plans for consistency as necessary. 	<ul style="list-style-type: none"> Annually through 2024 As required
<ul style="list-style-type: none"> Conduct required activities as specified in the Transportation Disadvantaged grant agreement with the CTD (including the review and update of the TDSP and other relevant documents, the selection and evaluation of the CTC, and participation in CTD-sponsored trainings). 	<ul style="list-style-type: none"> Enter into a TD grant agreement with the CTD on an annual basis and complete all required tasks. Facilitate Local Coordinating Board (LCB) meetings Attend annual required training. 	<ul style="list-style-type: none"> Jun 2023 & 2024 Quarterly through June 2024 Annually through June 2024
<ul style="list-style-type: none"> Maintain and execute a local competitive PTAP to fund local planning efforts submitted by local partners, such as safety studies, feasibility 	<ul style="list-style-type: none"> Implement the second cycle of the PTAP local competitive planning grant program. 	<ul style="list-style-type: none"> May 2024



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<p>studies, corridor studies, subarea plans, origin and destination studies, traffic, transit, bicycle, pedestrian circulation studies, etc.</p>		
<ul style="list-style-type: none"> Develop Tactical Urbanism Program in order to conduct planning and conceptual work for quick-build projects which will showcase innovative designs and collect data. 	<ul style="list-style-type: none"> Planning and conceptual work for Tactical Urbanism projects to test innovative designs and collect data. 	<ul style="list-style-type: none"> Annually through June 2024
<ul style="list-style-type: none"> Follow up on recommendations identified in the Bicycle & Pedestrian Safety Action Plan, including the development of a Vision Zero Action Plan to enhance safety. 	<ul style="list-style-type: none"> Develop a Vision Zero Action Plan. 	<ul style="list-style-type: none"> June 2024
<ul style="list-style-type: none"> Ensure compliance with principles of EJ and Title VI by updating and maintaining all Title VI, Limited English Proficiency (LEP) and Disadvantaged Business Enterprise (DBE) required documents and through an annual Title VI and EJ review of MPO plans and programs. Complete DBE required reporting and documentation. 	<ul style="list-style-type: none"> Update the DBE Program and Goal, Title VI Program, and LEP. 	<ul style="list-style-type: none"> June 2023
<ul style="list-style-type: none"> Explore the use of emerging mobility technologies and smart traffic control devices, including electric vehicle charging/refueling stations, which can help reduce potential crash incidences and promote a transition to clean energy. Consider the impacts of various forms of emerging mobility technologies on safety and congestion. 	<ul style="list-style-type: none"> Monitor emerging mobility technologies and participate in efforts to promote the use of these technologies. 	<ul style="list-style-type: none"> Monthly through June 2024
<ul style="list-style-type: none"> Monitor federal and state legislation to identify bills that impact local transportation funding. Monitor and provide a monthly listing of transportation grant opportunities to interested parties. Provide regional coordination and prepare grant applications to secure funding for transportation projects and programs. 	<ul style="list-style-type: none"> Analyze transportation bills and legislation, and apply for grant opportunities when feasible to remain competitive with other urban areas throughout the county. 	<ul style="list-style-type: none"> Monthly through June 2024



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Safety, Resiliency, and Off-System LAP Project Development – Conduct planning and conceptual/pre-design project development studies on MTP safety, resiliency, and high-priority projects to advance and prepare these projects for design and construction by the MPO’s implementing partners. These studies will build upon previous planning and refine specific transportation needs or deficiencies, develop a specific locally supported package of improvements, secure public and stakeholder input and support, and prepare plans with recommended improvements and associated planning-level cost estimates. The project development team will lead efforts to monitor projects through their lifecycle (i.e., planning through construction) including monitoring public support, funding, development of regular reports, and risk management. 	<ul style="list-style-type: none"> Project development plans and planning-level cost estimates for safety projects for submittal to implementing partners. Project development plans and planning-level cost estimates for resiliency projects for submittal to implementing partners. Project development plans and planning-level cost estimates for high-priority off-system projects for submittal to implementing partners. 	<ul style="list-style-type: none"> June 2024 June 2024 June 2024

Responsible agencies: BMPO in coordination with the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, South Florida Regional Transportation Authority, Broward County, and Broward’s 31 municipalities.



Task 4.0 Estimated Budget Detail for FY 22/23							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe	805,906	787,164	281,130	-	563,900	61,092	2,499,192
Subtotal:	805,906	787,164	281,130	-	563,900	61,092	2,499,192
B. Consultant Services							
Grant Application Development	-	-	-	-	-	-	-
Safety Project Development	-	-	-	-	-	-	-
Resiliency Project Development	-	-	-	-	-	-	-
Off-System LAP Project Development	-	-	-	-	-	-	-
Municipal Project Support	-	-	-	-	-	-	-
Transportation Demand Mgt. - DFLTMA	100,000	-	-	-	-	-	100,000
Local Government Goal Tracking Tool	-	-	-	-	-	-	-
Federal Requirement Training	-	-	-	-	-	-	-
Tactical Urbanism support	-	-	-	-	-	-	-
Walking Audit Program	-	-	-	-	-	-	-
Complete Streets Design Guidelines	-	-	-	-	-	-	-
Complete Streets MP Update	-	-	-	-	100,000	-	100,000
Vision Zero Action Plan	-	-	-	-	-	-	-
Title VI/LEP & DBE Program	70,000	-	-	-	-	-	70,000
Mobility Hub #1	-	-	-	-	162,876	-	162,876
Mobility Hub #2	-	-	-	-	300,000	-	300,000
Mobility Hub #3	-	-	-	-	-	-	-
Subtotal:	170,000	-	-	-	562,876	-	732,876
Total:	975,906	787,164	281,130	-	1,126,776	61,092	3,232,068



Task 4.0							
Estimated Budget Detail for FY 23/24							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe	854,167	1,016,865	162,698	-	404,912	61,092	2,499,734
Subtotal:	854,167	1,016,865	162,698	-	404,912	61,092	2,499,734
B. Consultant Services							
Grant Application Development	-	-	-	-	-	-	-
Safety Project Development	-	-	-	-	-	-	-
Resiliency Project Development	-	-	-	-	-	-	-
Off-System LAP Project Development	-	-	-	-	-	-	-
Municipal Project Support	-	-	-	-	-	-	-
Transportation Demand Mgt. - DFLTMA	-	-	-	-	-	-	-
Local Government Goal Tracking Tool	-	-	-	-	-	-	-
Federal Requirement Training	-	-	-	-	-	-	-
Tactical Urbanism support	-	-	-	-	-	-	-
Walking Audit Program	-	-	-	-	-	-	-
Complete Streets Design Guidelines	-	-	-	-	-	-	-
Complete Streets MP Update	-	-	-	-	-	-	-
Vision Zero Action Plan	-	-	-	-	-	-	-
Title VI/LEP & DBE Program	-	-	-	-	-	-	-
Mobility Hub #1 Carryover	-	-	-	-	55,002	-	55,002
Mobility Hub #2 Carryover	-	-	-	-	-	-	-
Mobility Hub #3 Carryover	-	-	-	-	300,000	-	300,000
Subtotal:	-	-	-	-	355,002	-	355,002
Total:	854,167	1,016,865	162,698	-	759,914	61,092	2,854,736



Task 4.0 Budget Category Description Detail	
A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
Grant Application Development*	Consultants will provide assistance in writing and developing grant applications (such as Rebuilding American Infrastructure with Sustainability and Equity grants).
Safety Project Development*	Provide assistance with planning and conceptual/pre-design project development studies on MTP safety projects to advance and prepare these projects for design and construction by the MPO’s implementing partners. These studies will build upon previous planning and refine specific transportation needs or deficiencies, develop a specific locally supported package of improvements, secure public and stakeholder input and support, and prepare plans with recommended improvements and associated planning-level cost estimates. The project development team will lead efforts to monitor projects through their lifecycle (i.e., planning through construction) including monitoring public support, funding, development of regular reports, and risk management.
Resiliency Project Development*	Provide assistance with planning and conceptual/pre-design project development studies on MTP resiliency projects to advance and prepare these projects for design and construction by the MPO’s implementing partners. These studies will build upon previous planning and refine specific transportation needs or deficiencies, develop a specific locally supported package of improvements, secure public and stakeholder input and support, and prepare plans with recommended improvements and associated planning-level cost estimates. The project development team will lead efforts to monitor projects through their lifecycle (i.e., planning through construction) including monitoring public support, funding, development of regular reports, and risk management.



Task 4.0 Budget Category Description Detail	
Off-System LAP Project Development*	Provide assistance with planning and conceptual/pre-design project development studies on high-priority MTP projects to advance and prepare these projects for design and construction by the MPO's implementing partners. These studies will build upon previous planning and refine specific transportation needs or deficiencies, develop a specific locally supported package of improvements, secure public and stakeholder input and support, and prepare plans with recommended improvements and associated planning-level cost estimates. The project development team will lead efforts to monitor projects through their lifecycle (i.e., planning through construction) including monitoring public support, funding, development of regular reports, and risk management.
Municipal Project Support*	Support of federally funded multimodal transportation projects, generally off the state highway system, to ensure equity across municipal member governments with varied project delivery capabilities. Support will include education, administrative, and professional services to ensure Local Agency Program (LAP) is accessible to all member governments, regardless of size and resources, which provides sub-recipient municipalities the ability to develop, design, and construct transportation facilities with federal funds.
CMP/TDM Training and Outreach Assistance - DFLTMA	Provide analysis for emerging transportation technologies, strategies to reduce single-occupancy vehicles (such as transit/TDM mode shift), and training and outreach assistance with CMP projects.
Local Government Goal Tracking Tool*	Development of a tool for local governments and the MPO to measure and track progress towards transportation, climate, safety, equity and transit goals.
Federal Requirement Training*	Provide training to municipalities and other partner agencies on various Federal requirements. Examples include, but are not limited to, ADA transition plans, Title VI, DBE, FTA compliance, and grants training.



Task 4.0 Budget Category Description Detail	
Tactical Urbanism Support*	Provide technical expertise in the implementation of quick-build projects in Broward. This includes, but is not limited to, developing design and traffic plans and concepts; community engagement; leading tactical urbanism installations; working with multiple partner agencies; presentations to the public, commissions, MPO Board and committees, and other relevant stakeholders.
Walking Audit Program*	Provide technical expertise in the planning and execution of Walking Audits. This includes, but is not limited to, conducting a pre-Walking Audit assessment, collecting relevant data, conducting and leading the Walking Audit, and providing the necessary materials and documentation after the Audit concludes.
Complete Streets Design Guidelines*	Consultant will update the Guidelines to reflect new guidance, standards and innovative approaches.
Complete Streets MP Update	Provide technical support for the update of the CSMP. This includes, but is not limited to, public outreach, a network analysis, the development of ranking criteria, presentations and documentation, etc.
Vision Zero Action Plan*	Consultant will provide technical support to assist the development of the Vision Zero Action Plan.
Title VI/LEP & DBE Program	In accordance with Title 49 of the Code of federal Regulations (CFR) Part 26, the MPO must update and publish its DBE goal by August 1, 2023. The current goal expires on July 31, 2023. In addition, as the direct recipient of FTA funds, the Broward MPO is required to submit an MPO Board-approved Title VI Program to FTA every three years. The current Title VI and LEP Program is set to expire in November 2023 but should receive Board Approval by July 2023. The majority of the work needs to be completed in FY 2022-2023 to ensure deadlines are met. Some other follow up work and training would be needed in the early part of FY 2023-2024.



Task 4.0 Budget Category Description Detail	
Mobility Hub #1	Mobility Hub Master Plan at a location to be determined through the Mobility Hub Competitive Application Process Cycle. The Master Plan process includes data collection and review, market study and economic analysis, planning framework, public and private site plans, streetscape concept plans, outreach and documentation.
Mobility Hub #2	Planning, design and construction of a Mobility Hub at a location to be determined. The goal of the project would be to include streetscape improvements to ensure connectivity with the mass transit services, facilitate ease of movement throughout the area, and promote safety for pedestrians and bicyclists.
Mobility Hub #3	Planning, design and construction of a Mobility Hub at a location to be determined. The goal of the project would be to include streetscape improvements to ensure connectivity with the mass transit services, facilitate ease of movement throughout the area, and promote safety for pedestrians and bicyclists.
*These projects will be added to the UPWP at a later date if additional funding becomes available.	



Task 5.0 Transportation Improvement Program

<u>Purpose</u>
To annually update the five-year Transportation Improvement Program (TIP) and the Multi-Modal Priority List (MMPL) for all modes of transportation.
<u>Previous Work Completed</u>
Adopted the FY 2021 – 2025 TIP and FY 2022 – 2026 TIP, 2021 and 2022 MMPL, and published the 2020 and 2021 Annual Listing of Obligated Projects.

<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Annually prepare a draft Broward MPO TIP that includes programming of multimodal surface transportation priorities for review and adoption by the MPO Board. Coordinate with FDOT on Work Program development in preparation for MPO Board review and approval of FDOT’s draft Tentative Work Program. Annually request input for the draft TIP from transportation partners (i.e., municipalities and local governments), ensuring that all projects are consistent with adopted plans and address, where feasible, the State and Federal PEAs. Coordinate with transportation partners on other TIP projects. Ensure the TIP is consistent with the adopted MTP. Educate the public and incorporate their input into the TIP with special focus on those who are traditionally under-represented and underserved, in accordance with federal standards. Annually produce municipal TIP reports. 	<ul style="list-style-type: none"> Adopt the FY 2023 – FY 2027 TIP, including performance measures, targets, and progress towards achieving them. Adopt the FY 2024 – FY 2028 TIP including performance measures, targets, and progress towards achieving them. Approve the FY 2024 Draft Tentative Work Program. Approve the FY 2025 Draft Tentative Work Program. 	<ul style="list-style-type: none"> July 2022 July 2023 Dec 2022 Oct 2023



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
	<ul style="list-style-type: none"> • Upload Municipal FY 2023 TIP report on Broward MPO website. • Upload Municipal FY 2024 TIP report on Broward MPO website. 	<ul style="list-style-type: none"> • Oct 2022 • Oct 2023
<ul style="list-style-type: none"> • Annually develop and adopt a MMPL in coordination with our transportation partners and considering the State and Federal PEAs. 	<ul style="list-style-type: none"> • Annually update and adopt MMPL. 	<ul style="list-style-type: none"> • June 2023 & 2024
<ul style="list-style-type: none"> • Prepare and publish the annual listing of obligated projects in local newspapers, on the MPO’s web site, and in the TIP. 	<ul style="list-style-type: none"> • Publish the 2022 and 2023 annual listing of obligated projects for which federal funds were obligated in the previous federal fiscal year. 	<ul style="list-style-type: none"> • Nov 2022 & 2023
<ul style="list-style-type: none"> • Process amendments/modifications to the TIP, as needed. 	<ul style="list-style-type: none"> • Amend/modify TIP. 	<ul style="list-style-type: none"> • Monthly or as needed through June 2024
<ul style="list-style-type: none"> • Apply performance based programming as per the FAST Act, including analysis of project delivery and EJ analysis of programmed projects in the TIP. 	<ul style="list-style-type: none"> • Conduct EJ analysis of the TIP. 	<ul style="list-style-type: none"> • May 2023 & 2024
<ul style="list-style-type: none"> • Update and utilize the Interactive TIP tool. • Create GIS data and maps that support the TIP and the MMPL. 	<ul style="list-style-type: none"> • Update and verify geography for existing projects in the TIP and update Interactive TIP tool map accordingly. 	<ul style="list-style-type: none"> • May 2023 & 2024



Responsible agencies: Broward Metropolitan Planning Organization in coordination with the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, South Florida Regional Transportation Authority, Broward County, and Broward’s 31 municipalities.

Task 5.0							
Estimated Budget Detail for FY 22/23							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe	132,390	142,319	56,266	-	-	-	330,975
Subtotal:	132,390	142,319	56,266	-	-	-	330,975
B. Consultant Services							
Interactive TIP	10,000		-		-	-	10,000
Subtotal:	10,000	-	-	-		-	10,000
Total:	142,390	142,319	56,266	-	-	-	340,975



Task 5.0 Estimated Budget Detail for FY 23/24							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe	149,131	181,867	32,736	-	-	-	363,734
Subtotal:	149,131	181,867	32,736	-	-	-	363,734
B. Consultant Services							
Interactive TIP	10,000		-	-	-	-	10,000
Subtotal:	10,000	-	-	-	-	-	10,000
Total:	159,131	181,867	32,736	-	-	-	373,734

Task 5.0 Budget Category Description Detail	
A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
Interactive TIP	Monthly maintenance and hosting for the MPO's Interactive TIP tool. The Interactive TIP is a tool that assists all TIP users, especially the general public, to find and review TIP projects and to better keep track of the federal, state and local funds. Consulting services include database management, hosting of the Interactive TIP and data transfer from FDOT's Work Program.



Task 6.0 Regional Transfers

<u>Purpose</u>
To fund, in collaboration with regional partners, the maintenance of the SERPM transportation model to forecast regional travel patterns and the update of the 2050 RTP.
<u>Previous Work Completed</u>
Development and maintenance of the SERPM 8.0 model which the Southeast Florida MPOs used to develop their 2045 MTPs.

<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Fund, in coordination with regional partners (FDOT Districts Four and Six, the Miami-Dade TPO, and Palm Beach TPA), the maintenance of SERPM. The SERPM model is the tool that the MPOs within Southeast Florida use to forecast future growth and transportation needs. SERPM is updated every five years to support the development of RTPs and MTPs, and other regional planning efforts. (Staff activities related to SERPM are contained in Task 3.0.) 	<ul style="list-style-type: none"> Fund the maintenance of SERPM 8.0. 	<ul style="list-style-type: none"> Annually 2023 & 2024
<ul style="list-style-type: none"> Fund, in coordination with regional partners (the Miami-Dade TPO and Palm Beach TPA), the update of the 2050 RTP. This Plan is updated every five years and helps to coordinate the individual MTPs of the three agencies involved to enhance regional connectivity. (Staff activities related to the RTP are contained in Task 3.0.) 	<ul style="list-style-type: none"> Fund the update of the 2050 RTP. 	<ul style="list-style-type: none"> Annually 2023 & 2024

Responsible agencies: Broward Metropolitan Planning Organization in consultation with the Florida Department of Transportation (Districts Four and Six), the Miami-Dade TPO, and the Palm Beach TPA.



Task 6.0 Estimated Budget Detail for FY 22/23							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe			-				-
Subtotal:	-	-	-	-	-	-	-
B. Consultant Services							
2050 Regional Transportation Plan	166,668		-	-	-	-	166,668
SERPM 8.0 Maintenance	8,500		-	-	-	-	8,500
Subtotal:	175,168	-	-	-	-	-	175,168
Total:	175,168	-	-	-	-	-	175,168
MPO Regional Activities Fund Transfers							
MPO Regional Activities Fund Transfers	FHWA			FTA		FDOT	Total
	PL	SU	GFSU	5305(d)	5307	DS	
SERPM 8.0 Maintenance - Lead Agency: FDOT D-4							
Transfer to:	FDOT (D-4)					12,500	12,500
Transfer from:	FDOT (D-6)					12,500	12,500
Transfer from:	Miami-Dade TPO	10,000					10,000
Transfer from:	Broward MPO	8,500					8,500
Transfer from:	Palm Beach TPA	6,500					6,500
Subtotal:	8,500	16,500	-	-	-	25,000	50,000
SERPM 9 Development - Lead Agency: Miami-Dade TPO							
Transfer to:	Miami-Dade TPO						-
Transfer from:	FDOT (D-4)*					250,000	250,000
Transfer from:	FDOT (D-6)*					250,000	250,000
Subtotal:	-	-	-	-	-	500,000	500,000
2050 Regional Transportation Plan Development - Lead Agency: Miami-Dade TPO							
Transfer to:	Miami-Dade TPO	166,666					166,666
Transfer from:	Broward MPO	166,668					166,668
Transfer from:	Palm Beach TPA	166,666					166,666
Subtotal:	500,000	-	-	-	-		500,000
Task Total:	508,500	16,500	-	-	-	525,000	1,050,000



Task 6.0							
Estimated Budget Detail for FY 23/24							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe			-				-
Subtotal:	-	-	-	-	-	-	-
B. Consultant Services							
2050 Regional Transportation Plan	166,668		-	-	-	-	166,668
SERPM 8.0 Maintenance	8,500		-	-	-	-	8,500
Subtotal:	175,168	-	-	-	-	-	175,168
Total:	175,168	-	-	-	-	-	175,168
MPO Regional Activities Fund Transfers	FHWA			FTA		FDOT	Total
	PL	SU	GFSU	5305(d)	5307	DS	
SERPM 8.0 Maintenance - Lead Agency: FDOT D-4							
Transfer to:	FDOT (D-4)					12,500	12,500
Transfer from:	<i>FDOT (D-6)</i>					12,500	12,500
Transfer from:	<i>Miami-Dade TPO</i>	10,000					10,000
Transfer from:	<i>Broward MPO</i>	8,500					8,500
Transfer from:	<i>Palm Beach TPA</i>	6,500					6,500
Subtotal:	8,500	16,500	-	-	-	25,000	50,000
SERPM 9 Development - Lead Agency: Miami-Dade TPO							
Transfer to:	Miami-Dade TPO						-
Transfer from:	<i>Broward MPO</i>						-
Transfer from:	<i>Palm Beach TPA</i>						-
Subtotal:	-	-	-	-	-		-
2050 Regional Transportation Plan Development - Lead Agency: Miami-Dade TPO							
Transfer to:	Miami-Dade TPO	166,666					166,666
Transfer from:	<i>Broward MPO</i>	166,668					166,668
Transfer from:	<i>Palm Beach TPA</i>	166,666					166,666
Subtotal:	500,000	-	-	-	-		500,000
Task Total:	508,500	16,500	-	-	-	25,000	550,000



Task 6.0 Budget Category Description Detail	
A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
2050 Regional Transportation Plan	While the three MPOs of the Miami Urbanized Area remain as separate entities because of the unique situations within each county, each acknowledge the need for strong regional coordination to ensure the region’s transportation system functions seamlessly. The three MPOs continue to collaborate, develop and maintain the Southeast Florida RTP. For the 2050 RTP update, the Miami-Dade TPO serves as the lead agency/project manager and provides administrative services for SEFTC and its subcommittees. The Broward MPO will transfer \$166,668 in both FY 22/23 and 23/24 to the Miami-Dade TPO for this effort.
SERPM Maintenance	Fund, in coordination with regional partners (FDOT Districts Four and Six, the Miami-Dade TPO, and Palm Beach TPA) the maintenance and development of SERPM. The SERPM model is the tool that the MPOs within Southeast Florida use to forecast future growth and transportation needs. SERPM is updated every five years to support the development of regional and local transportation plans, and other regional planning efforts. For this UPWP cycle, FDOT District Four will serve as the lead agency for SERPM maintenance. The Broward MPO will transfer \$8,500 in both FY 22/23 and 23/24 to FDOT District Four for this effort.



Task 7.0 Public Participation

<u>Purpose</u>
To create opportunities for all segments of the public to learn and provide feedback about transportation issues, proposals, plans, programs, and projects, particularly those affected by the outcomes and/or those with special needs such as underserved communities, students, aging populations, and the transportation disadvantaged.
<u>Previous Work Completed</u>
Provided information and solicited public input on plans, programs, and projects and engaged stakeholders and members of the public through public meetings, community events, social media, e-blasts, newsletters, press releases, videos, and other methods. Some of the events (both in person and virtual) that have taken place include the Safe Streets Summit, Vision 2100 webinars, Think Like a Planner, among others.

<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Implement the MPO’s PPP for all tasks and activities identified in the UPWP by creating public awareness of the MPO plans and programs (through various forms of social media, participation in various MPO and partner events, training sessions and other methods), providing information (such as brochures, newsletters, maps, etc.), and collecting feedback (from the public and other stakeholders). Conduct an update of the Public Participation Plan to evaluate the effectiveness and any changes based on the 2020 Census information. Involve and educate the public in the development of transportation plans and programs such as the MTP, TIP, UPWP, RTP and other transportation related programs and plans. Coordinate and host outreach events strategically designed to reach all segments of the population. In-person and virtual events take place 	<ul style="list-style-type: none"> Produce communications media such as e-blasts, newsletters, press releases, graphics and renderings, videos (including drone footage), and broadcasts to highlight, provide information and solicit feedback on MPO plans, programs, initiatives, activities and events. Provide an updated PPP. Host education and outreach in-person and virtual events. 	<ul style="list-style-type: none"> Monthly through June 2024 Feb. 2023 Quarterly through



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<p>throughout Broward County and include Think Like A Planner workshops, Construction Career Days, webinars on Vision 2100, etc.</p>		<p>June 2024</p>
<ul style="list-style-type: none"> Administer, maintain, and publish regular updates to the MPO website. 	<ul style="list-style-type: none"> Update and maintain MPO communications tools (website and social media platforms). 	<ul style="list-style-type: none"> Monthly through June 2024
<ul style="list-style-type: none"> Speak Up Broward is the MPO’s grassroots approach to public participation that seeks out new, innovative means of interacting with and involving the public in the transportation planning process. Some of the successful methods and events that were undertaken as part of Speak Up Broward include E-Townhall meetings, community workshops, and the ambassador program. With the ongoing pandemic, the program has begun to feature more virtual public involvement options such as the Speak Up Broward online events. 	<ul style="list-style-type: none"> Develop and implement innovative public outreach through Speak Up Broward, with special emphasis on virtual events in light of the ongoing pandemic situation. 	<ul style="list-style-type: none"> Ongoing through June 2024
<ul style="list-style-type: none"> Host and provide support for various MPO events such as complete streets events which promote walking and biking and well established major events such as the Safe Streets Summit. 	<ul style="list-style-type: none"> Coordinate the annual Safe Streets Summit. Coordinate annual Let’s Go Biking! event. Coordinate annual Let’s Go Walking! event. Coordinate annual Ciclovía / Bike / Ped. / Open Streets event. Coordinate Electric Vehicle Summit. 	<ul style="list-style-type: none"> Feb 2023 & 2024 Mar 2023 & 2024 Oct 2023 & 2024 Nov 2023 & 2024 Fall 2022



Responsible agencies: Broward Metropolitan Planning Organization in coordination with the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, South Florida Regional Transportation Authority, Broward County, and Broward's 31 municipalities.



Task 7.0							
Estimated Budget Detail for FY 22/23							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe	141,659	148,570	55,282	-	-	-	345,511
Subtotal:	141,659	148,570	55,282	-	-	-	345,511
B. Consultant Services							
Vision 2100 Webinars	50,000		-		-	-	50,000
Website Support	75,000		-		-	-	75,000
Speak Up Broward P III	200,000		-		-	-	200,000
Speak Up Broward P IV	-		-		-	-	-
Communication media	-		-		-	-	-
Ciclovia	-		-		-	-	-
Safe Streets Summit	100,000		-		-	-	100,000
MODS Training Program	-		-		-	-	-
EV Summit Event Support	-		-		-	-	-
Subtotal:	425,000	-	-	-	-	-	425,000
Total:	566,659	148,570	55,282	-	-	-	770,511



Task 7.0							
Estimated Budget Detail for FY 23/24							
Budget Category and Description	FHWA			FTA		State	Total
	PL	SU	GFSU	5305(d) G2167	5307	CTD	
A. Personnel Services							
Salary & Fringe	176,723	215,516	38,793	-	-	-	431,032
Subtotal:	176,723	215,516	38,793	-	-	-	431,032
B. Consultant Services							
Vision 2100 Webinars	-		-	-	-	-	-
Website Support	75,000		-	-	-	-	75,000
Speak Up Broward P III	-		-	-	-	-	-
Speak Up Broward P IV	-		-	-	-	-	-
Communication media	-		-	-	-	-	-
Ciclovia	-		-	-	-	-	-
Safe Streets Summit	-		-	-	-	-	-
MODS Training Program	-		-	-	-	-	-
EV Summit Event Support	-	-	-	-	-	-	-
Subtotal:	75,000	-	-	-	-	-	75,000
Total:	251,723	215,516	38,793	-	-	-	506,032



Task 7.0 Budget Category Description Detail	
A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
Vision 2100 Webinars	Consultant will assist staff in conducting a series of webinars on Vision 2100, the MPO's long-term vision plan for the Broward region. The webinars feature a variety of different topics and speakers from our various partner agencies.
Website Support	Ongoing hosting, support, and maintenance of the MPO's website.
Speak Up Broward P III	Speak Up Broward continues to raise awareness about the MPO and its core products and fosters discussions to encourage feedback on transportation issues in Broward and the region. The primary emphasis of Speak Up Broward Phase is to continue to provide a rigorous and far reaching public engagement effort that involves those who live, work and play in Broward, including residents and businesses. The scope of work includes assisting the MPO with strategies, activities and tools such as E-Townhalls, Speakers Bureau and educational videos on MPO core products, programs and initiatives; support the MPO in a proactive and consistent presence on the MPO's existing social media platforms (Facebook, Twitter, Instagram, LinkedIn, YouTube); provide comprehensive and rigorous media and advertising; assist with website updates; assist the MPO in the evaluation of public outreach and communication efforts; and develop project visualizations such as renderings and/or videos to showcase Broward MPO projects.
Speak Up Broward P IV*	See description above.
Communication media*	Consultant will develop renderings and videos on an as-needed basis at the direction of MPO staff.
Ciclovia*	Provide support with regard to the planning and implementation of Ciclovia/Open Streets events (these events temporarily close off streets to traffic to bring communities together and promote outdoor activity) . This includes, but is not limited to, planning and executing events from inception to completion, partner and sponsor coordination, developing routes based on local context, and developing public outreach methods and tools to ensure the maximum level of participation and feedback.
Safe Streets Summit	The Safe Streets Summit is an annual complete streets event which features high-profile speakers from around the nation, interactive sessions, and educational opportunities. The event has grown since its inception and become a collaborative effort between the Broward MPO, Miami-Dade TPO, and Palm Beach TPA and has attracted up to 500 attendees in recent years.
MODS Training Program*	Collaborative effort with the Fort Lauderdale Museum of Discovery and Science to create a training program geared towards youth that focuses on current and future transportation issues facing our region.
EV Summit Event Support*	Conference to introduce EV technology and infrastructure to South Florida through demonstrations, workshops, speakers, and presentations.
*These projects will be added to the UPWP at a later date if additional funding becomes available.	



Task 9.0 Local Activities

<u>Purpose</u>
To provide Broward County and municipal member governments with various transportation planning and advocacy services fully funded by respective member governments through interlocal agreements. This includes, through MTECC, an alternative method to project development and delivery with an emphasis on federally funded (often LAP) off-state highway system multimodal transportation and safety projects to help ensure equity between small and large member governments.
<u>Previous Work Completed</u>
Developed evaluation criteria, reviewed, ranked and submitted recommended program of municipal projects (for Cycle 1, 2, and 3) to Broward County for Surtax funding as part of an interlocal agreement with the County; held multiple outreach and information gathering meetings with participating municipal governments as part of an interlocal agreement for transportation planning services; adopted Federal and State legislative priorities annually and worked with advocacy consultants to promote priorities in Washington D.C. and Tallahassee.

<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> As per the interlocal agreement with the County for Transportation Surtax Services, develop/update project evaluation criteria and annually develop, review, rank, and submit a recommended program of municipal projects to the County for Surtax funding. 	<ul style="list-style-type: none"> Develop a process to accept new and unfunded existing projects to be ranked for potential Surtax funding. Develop, review and rank Cycles 4 & 5 Surtax projects. 	<ul style="list-style-type: none"> June 2023 June 2023 and June 2024
<ul style="list-style-type: none"> Consultants to perform MPO Board- and Executive Committee-directed advocacy services in support of State and Federal legislative issues, transportation funding and other related issues. 	<ul style="list-style-type: none"> Promote Federal and State legislative priorities. 	<ul style="list-style-type: none"> Annually Dec 2022 and 2023



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> • Consultants to provide regular legislative updates to the MPO Executive Committee and MPO Board. 		
<ul style="list-style-type: none"> • Lead efforts to prepare, review, update and maintain interlocal agreements between the MPO, MTECC, FDOT, and member governments, as required, including legal support. • Negotiate new tri-party MTECC LAP agreement with FDOT for use with municipal partners. • Provide administrative support through staff and consulting resources consistent with MPO commitments to member governments. • Provide various financial accounting and recordkeeping services through staff and consultant resources to ensure the proper expenditure of funding related to the services provided through the interlocal agreements. • Provide overall administrative services and staffing to review and support the activities of the interlocal agreements. • Provide contract and procurement support, guidance, and implementation consistent with all federal, state and local laws, as applicable, as provided for in interlocal agreements. 	<ul style="list-style-type: none"> • Prepare draft organizational by-laws, procedures, public involvement, procurement, and other organizational support documents for adoption by MTECC Board. • Negotiate MTECC tri-party LAP agreement. • Host MTECC Board meetings including preparation of meeting space, staffing for meeting, agenda preparation, public notice, preparation of minutes, etc. for about six meetings per year. 	<ul style="list-style-type: none"> • Dec 2022 • Dec 2022 • Six times per year through June 2024
<ul style="list-style-type: none"> • Carry out activities, provide support and coordination between member governments, the MPO and MTECC. • Provide updates to the MPO Executive Committee and MPO Board as necessary. 	<ul style="list-style-type: none"> • Participate in coordination meetings with MTECC, FDOT and member governments. Prepare and review interlocal agreements to support LAP delivery of federally funded off-state highway system multimodal 	<ul style="list-style-type: none"> • Recurring thru June 2023



<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
	transportation and safety projects.	

Responsible agencies: Broward Metropolitan Planning Organization in consultation with current and future parties to interlocal agreements, MTECC, FDOT and member governments.

Task 9.0 Estimated Budget Detail for FY 22/23				
Budget Category and Description	LOCAL			Total
	Local Contribution	Surtax Services	MTECC Services	
A. Personnel Services				
Salary & Fringe	-	130,680	-	130,680
Subtotal:	-	130,680	-	130,680
B. Consultant Services				
State of Florida Advocacy	75,000			75,000
Federal Advocacy	125,000			125,000
Surtax Consultant		325,000		325,000
Subtotal:	200,000	325,000	-	525,000
C. Travel				
Advocacy Travel	11,000		-	11,000
Subtotal:	11,000	-	-	11,000
D. Other Direct Expenses				
Surtax Expense		42,584	-	42,584
Memberships	15,000		-	15,000
Refreshments	4,000		-	4,000
Subtotal:	19,000	42,584	-	61,584
Total:	230,000	498,264	-	728,264



Task 9.0				
Estimated Budget Detail for FY 23/24				
Budget Category and Description	LOCAL			Total
	Local Contribution	Surtax Services	MTECC Services	
A. Personnel Services				
Salary & Fringe	-	138,976	181,353	320,328
Subtotal:	-	138,976	181,353	320,328
B. Consultant Services				
State of Florida Advocacy	75,000		-	75,000
Federal Advocacy	125,000		-	125,000
Surtax Consultant		325,000	-	325,000
MTECC Legal Services			40,000	40,000
Subtotal:	200,000	325,000	40,000	565,000
C. Travel				
Advocacy Travel	11,000			11,000
Subtotal:	11,000	-	-	11,000
D. Other Direct Expenses				
Surtax Expense		45,177	-	45,177
Memberships	15,000		-	15,000
Refreshments	4,000		-	4,000
Subtotal:	19,000	45,177	-	64,177
Total:	230,000	509,153	221,353	960,506



Task 9.0 Budget Category Description Detail	
A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
State of Florida Advocacy	Using its local contribution dollars, the MPO employs advocacy teams to monitor and influence State legislation with the goal being to enable favorable policy outcomes for the Broward region.
Federal Advocacy	Using its local contribution dollars, the MPO employs advocacy teams to monitor and influence Federal legislation with the goal being to enable favorable policy outcomes for the Broward region.
Surtax Consultant	The consultant will provide technical assistance to MPO staff with the objective evaluation and ranking of surtax projects for Broward County.
MTECC Legal Services	Legal services will be provided to assist staff with interlocal agreements and other legal documents that are produced as part of MTECC.
C. Travel	
Advocacy Travel	Travel for advocacy purposes will be covered with local contribution dollars.
D. Other Direct Expenses	
Surtax Expenses	All direct expenses related to the surtax contract with Broward County.
Memberships	Memberships in various professional organizations such as the National Association of Regional Councils, the Association of Metropolitan Planning Organizations, and the National Grants Management Association, among others.
Refreshments	Local contribution dollars are used for purchasing refreshments at various meetings or events.

The background features a faded image of palm trees at the top and a bicycle at the bottom. A dark blue horizontal band is positioned across the middle. On the right side, there are three diagonal stripes in light blue, medium blue, and lime green. The text 'E. Financial Tables' is located in the dark blue band.

E. Financial Tables



**TABLE 1A
FY 2022-2023
AGENCY PARTICIPATION**

TASK	DESCRIPTION	FHWA	FTA	FDOT	STATE	LOCAL		TOTAL	CONSULTANT
				SOFT MATCH*	CTD	CONTRIBUTION	SERVICES	MINUS MATCH*	AMOUNT
GRANT									
1.0	MPO Administration	4,217,601	675,000	1,016,629	-	-	-	4,892,601	960,260
2.0	Data Collection and Analysis	63,598	88,461	34,601	-	-	-	152,059	104,661
3.0	Regional Planning	1,113,598	520,732	358,801	-	-	-	1,634,330	1,050,000
4.0	Community Planning	2,044,200	1,126,776	670,548	61,092	-	-	3,232,068	732,876
5.0	Transportation Improvement Program	340,975	-	62,794	-	-	-	340,975	10,000
6.0	Regional Transfers	175,168	-	38,634	-	-	-	175,168	175,168
7.0	Public Participation	770,511	-	157,747	-	-	-	770,511	425,000
LOCAL/NON-GRANT									
9.0	Local Activities					230,000	498,264	728,264	525,000
	TOTALS	8,725,651	2,410,969	2,339,754	61,092	230,000	498,264	11,925,976	3,982,965

*FDOT Non-Cash Match

**TABLE 1B
FY 2023-2024
AGENCY PARTICIPATION**

TASK	DESCRIPTION	FHWA	FTA	FDOT	STATE	LOCAL		TOTAL	CONSULTANT
				SOFT MATCH*	CTD	CONTRIBUTION	SERVICES	MINUS MATCH*	AMOUNT
GRANT									
1.0	MPO Administration	4,583,677	-	963,849	-	-	-	4,583,677	650,260
2.0	Data Collection and Analysis	75,366	330,000	97,786	-	-	-	405,366	300,000
3.0	Regional Planning	876,910	465,732	299,660	-	-	-	1,342,642	700,000
4.0	Community Planning	2,033,730	759,914	602,643	61,092	-	-	2,854,736	355,002
5.0	Transportation Improvement Program	373,734	-	75,209	-	-	-	373,734	10,000
6.0	Regional Transfers	175,168	-	38,634	-	-	-	175,168	175,168
7.0	Public Participation	506,032	-	103,052	-	-	-	506,032	75,000
LOCAL/NON-GRANT									
9.0	Local Activities	-	-	-	-	230,000	730,506	960,506	565,000
	TOTALS	8,624,617	1,555,646	2,180,833	61,092	230,000	730,506	11,201,861	2,830,430

*FDOT Non-Cash Match



**TABLE 2A
FY 2022-2023
FUNDING SOURCE SHEET**

TASK	DESCRIPTION	FHWA					FTA				STATE	LOCAL		TOTAL
		PL	PL	SU	SU	GFSU	5305d (G2167)		5307		CTD	Local Contribution	Services	MINUS SOFT MATCH
		Federal (81.93%)	FDOT Soft Match** (18.07%)	Federal (81.93%)	FDOT Soft Match** (18.07%)	Federal (100%)	Federal (80%)	FDOT Soft Match** (20%)	Federal (80%)	FDOT Soft Match** (20%)	State (100%)			
GRANT														
1.0	MPO Administration	1,163,608	256,639	2,680,695	591,240	373,298	675,000	168,750	-	-	-	-	-	4,892,601
2.0	Data Collection and Analysis	36,209	7,986	20,405	4,500	6,984	-	-	88,461	22,115	-	-	-	152,059
3.0	Regional Planning	815,711	179,909	220,847	48,709	77,040	-	-	520,732	130,183	-	-	-	1,634,330
4.0	Community Planning	975,906	215,241	787,164	173,613	281,130	-	-	1,126,776	281,694	61,092	-	-	3,232,068
5.0	Transportation Improvement Program	142,390	31,405	142,319	31,389	56,266	-	-	-	-	-	-	-	340,975
6.0	Regional Transfers	175,168	38,634	-	-	-	-	-	-	-	-	-	-	175,168
7.0	Public Participation	566,659	124,979	148,570	32,768	55,282	-	-	-	-	-	-	-	770,511
LOCAL/NON-GRANT														
9.0	Local Activities	-	-	-	-	-	-	-	-	-	-	230,000	498,264	728,264
TOTALS		3,875,651	854,793	4,000,000	882,219	850,000	675,000	168,750	1,735,969	433,992	61,092	230,000	498,264	11,925,976

** FDOT uses Transportation Development Credits to fulfill the required FHWA PL & SU and FTA 5305(d) & 5307 non-Federal share.

**TABLE 2B
FY 2023-2024
FUNDING SOURCE SHEET**

TASK	DESCRIPTION	FHWA					FTA				STATE	LOCAL		TOTAL
		PL	PL	SU	SU	GFSU	5305d (G2167)		5307		CTD	Local Contribution	Services	MINUS SOFT MATCH
		Federal (81.93%)	FDOT Soft Match** (18.07%)	Federal (81.93%)	FDOT Soft Match** (18.07%)	Federal (100%)	Federal (80%)	FDOT Soft Match** (20%)	Federal (80%)	FDOT Soft Match** (20%)	State (100%)			
GRANT														
1.0	MPO Administration	1,623,141	357,991	2,746,977	605,858	213,559	-	-	-	-	-	-	-	4,583,677
2.0	Data Collection and Analysis	30,523	6,732	38,782	8,554	6,061	-	-	330,000	82,500	-	-	-	405,366
3.0	Regional Planning	530,764	117,062	299,993	66,165	46,153	-	-	465,732	116,433	-	-	-	1,342,642
4.0	Community Planning	854,167	188,390	1,016,865	224,274	162,698	-	-	759,914	189,979	61,092	-	-	2,854,736
5.0	Transportation Improvement Program	159,131	35,097	181,867	40,112	32,736	-	-	-	-	-	-	-	373,734
6.0	Regional Transfers	175,168	38,634	-	-	-	-	-	-	-	-	-	-	175,168
7.0	Public Participation	251,723	55,519	215,516	47,533	38,793	-	-	-	-	-	-	-	506,032
LOCAL/NON-GRANT														
9.0	Local Activities	-	-	-	-	-	-	-	-	-	-	230,000	730,506	960,506
TOTALS		3,624,617	799,425	4,500,000	992,496	500,000	-	-	1,555,646	388,912	61,092	230,000	730,506	11,201,861

** FDOT uses Transportation Development Credits to fulfill the required FHWA PL & SU and FTA 5305(d) & 5307 non-Federal share.



**TABLE 3A
FY 2022 - 2023
OPERATING BUDGET**

Budget Category and Description	FHWA			FTA		STATE	LOCAL	Total
	PL	SU	GFSU	5305(d)	5307	CTD	Local	
Task 1.0 MPO Administration								
Personnel Services	878,348	944,224	373,298	-	-	-		2,195,870
Consultant Services	285,260	-	-	675,000	-	-		960,260
Travel & Training	-	149,927	-	-	-	-		149,927
Direct Expenses	-	1,586,544	-	-	-	-	-	1,586,544
Task Total	1,163,608	2,680,695	373,298	675,000	-	-	-	4,892,601
Task 2.0 Data Collection and Analysis								
Personnel Services	20,009	20,405	6,984	-	-	-		47,398
Consultant Services	16,200	-	-	-	88,461	-		104,661
Task Total	36,209	20,405	6,984	-	88,461	-	-	152,059
Task 3.0 Regional Planning								
Personnel Services	215,711	220,847	77,040	-	70,732	-		584,330
Consultant Services	600,000	-	-	-	450,000	-		1,050,000
Task Total	815,711	220,847	77,040	-	520,732	-	-	1,634,330
Task 4.0 Community Planning								
Personnel Services	805,906	787,164	281,130	-	563,900	61,092		2,499,192
Consultant Services	170,000	-	-	-	562,876	-		732,876
Task Total	975,906	787,164	281,130	-	1,126,776	61,092	-	3,232,068
Task 5.0 Transportation Improvement Program								
Personnel Services	132,390	142,319	56,266	-	-	-		330,975
Consultant Services	10,000	-	-	-	-	-		10,000
Task Total	142,390	142,319	56,266	-	-	-	-	340,975
Task 6.0 Regional Transfers								
Transfer to Miami-Dade TPO	166,668							166,668
Transfer to FDOT (D-4)	8,500							8,500
Task Total	175,168	-	-	-	-	-	-	175,168
Task 7.0 Public Participation								
Personnel Services	141,659	148,570	55,282	-	-	-		345,511
Consultant Services	425,000	-	-	-	-	-		425,000
Task Total	566,659	148,570	55,282	-	-	-	-	770,511
Task 9.0 Local Activities								
Personnel Services							130,680	130,680
Consultant Services							525,000	525,000
Travel & Training	-	-	-	-	-	-	11,000	11,000
Direct Expenses	-	-	-	-	-	-	61,584	61,584
Task Total	-	-	-	-	-	-	728,264	728,264
TOTAL BUDGET	3,875,651	4,000,000	850,000	675,000	1,735,969	61,092	728,264	11,925,976



**TABLE 3B
FY 2023 - 2024
OPERATING BUDGET**

Budget Category and Description	FHWA			FTA		STATE	LOCAL	Total
	PL	SU	GFSU	5305(d)	5307	CTD	Local	
Task 1.0 MPO Administration								
Personnel Services	972,881	1,186,440	213,559	-	-	-	-	2,372,880
Consultant Services	650,260	-	-	-	-	-	-	650,260
Travel & Training	-	180,925	-	-	-	-	-	180,925
Direct Expenses	-	1,379,612	-	-	-	-	-	1,379,612
Task Total	1,623,141	2,746,977	213,559	-	-	-	-	4,583,677
Task 2.0 Data Collection and Analysis								
Personnel Services	30,523	38,782	6,061	-	30,000	-	-	105,366
Consultant Services	-	-	-	-	300,000	-	-	300,000
Task Total	30,523	38,782	6,061	-	330,000	-	-	405,366
Task 3.0 Regional Planning								
Personnel Services	230,764	299,993	46,153	-	65,732	-	-	642,642
Consultant Services	300,000	-	-	-	400,000	-	-	700,000
Task Total	530,764	299,993	46,153	-	465,732	-	-	1,342,642
Task 4.0 Community Planning								
Personnel Services	854,167	1,016,865	162,698	-	404,912	61,092	-	2,499,734
Consultant Services	-	-	-	-	355,002	-	-	355,002
Task Total	854,167	1,016,865	162,698	-	759,914	61,092	-	2,854,736
Task 5.0 Transportation Improvement Program								
Personnel Services	149,131	181,867	32,736	-	-	-	-	363,734
Consultant Services	10,000	-	-	-	-	-	-	10,000
Task Total	159,131	181,867	32,736	-	-	-	-	373,734
Task 6.0 Regional Transfers								
Transfer to Miami-Dade TPO	166,668							166,668
Transfer to FDOT (D-4)	8,500							8,500
Task Total	175,168	-	-	-	-	-	-	175,168
Task 7.0 Public Participation								
Personnel Services	176,723	215,516	38,793	-	-	-	-	431,032
Consultant Services	75,000	-	-	-	-	-	-	75,000
Task Total	251,723	215,516	38,793	-	-	-	-	506,032
Task 9.0 Local Activities								
Personnel Services							320,328	320,328
Consultant Services							565,000	565,000
Travel & Training	-	-	-	-	-	-	11,000	11,000
Direct Expenses	-	-	-	-	-	-	64,177	64,177
Task Total	-	-	-	-	-	-	960,506	960,506
TOTAL BUDGET	3,624,617	4,500,000	500,000	-	1,555,646	61,092	960,506	11,201,861

The background of the slide is a faded, light-colored image. The top portion shows a row of palm trees against a bright sky. The bottom portion shows a bicycle, specifically the rear wheel, chain, and a white license plate. A dark blue horizontal band is positioned between the palm trees and the bicycle. On the right side of the slide, there are three diagonal stripes in shades of light blue, medium blue, and lime green, extending from the top right towards the bottom left.

F. Appendices



Appendix A - Miami Urbanized Area/Transportation Management Area Map

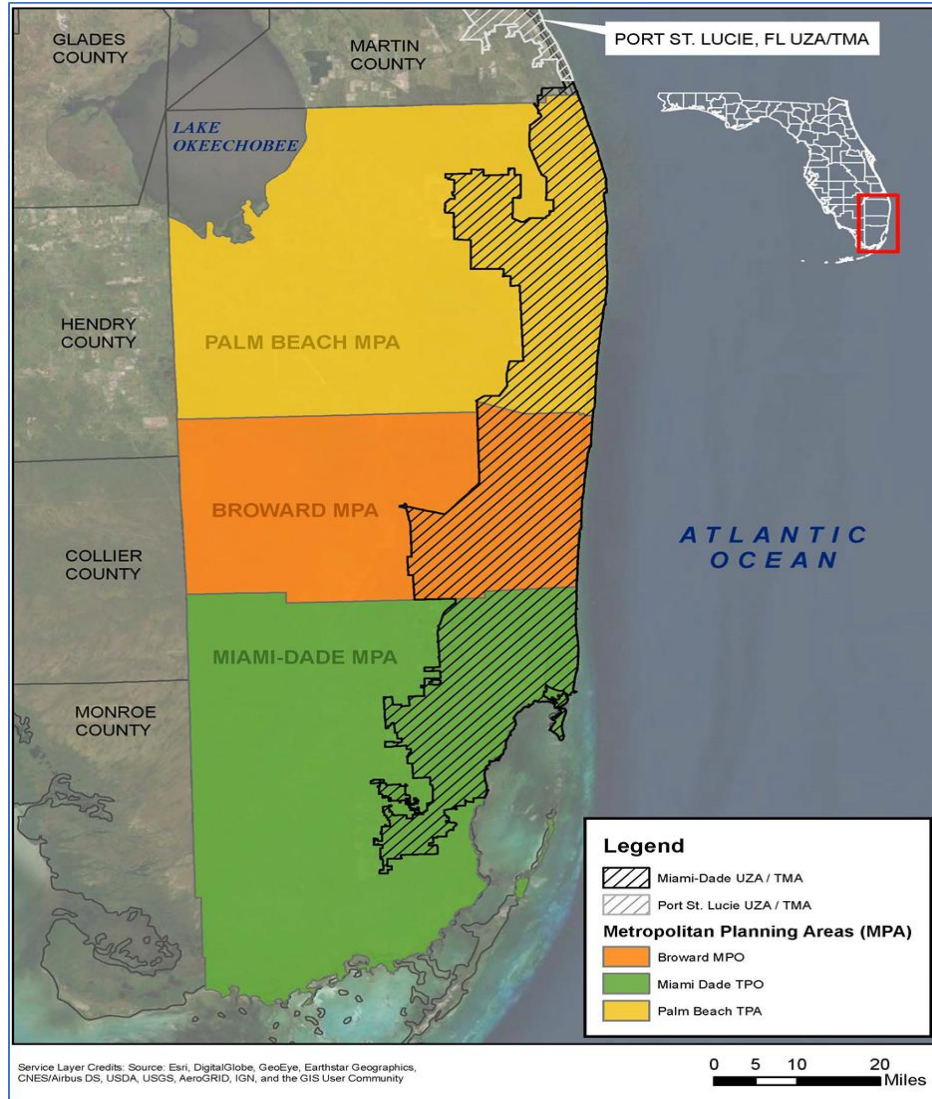



Figure 1 Miami Urbanized Area/Transportation Management Area



Appendix B - FHWA, FTA & FDOT Comments

 <p>Federal Highway Administration Florida Division Office 3500 Financial Plaza, Suite 400 Tallahassee, Florida 32312 (850) 553-2201 www.fhwa.dot.gov/fldiv</p>	<p>Federal Transit Administration Region 4 Office 230 Peachtree St, NW, Suite 1400 Atlanta, Georgia 30303 (404) 865-5600</p>	<p>Planning Comments</p>	
Document Name: Draft UPWP 22-24		MPO: Broward	
Date of Document:	Date Received: 3/15/2022	Date Reviewed: 4/11-12; 4/14/2022	District: 4
Reviewed by: Stacie Blizzard and Robert Sachnin			

COMMENTS:

Page #	Comment Type	Comment Description	MPO Response
	Critical/Enh/Edit		
General		If planning activities are proposed for funding under the FTA Section 5307 program or any other FTA program, please ensure they are listed and programmed in the UPWP (even if being undertaken by the transit agency	Broward County Transit (BCT) planning activities were not included in the initial draft. The



Page #	Comment Type	Comment Description	MPO Response
	Critical/Enh/Edit		
		and not the MPO).	document has since been updated to include these activities which are funded with local dollars. BCT and SFRTA did not report any 5307 planning activities.
		If funding is being carried over from the prior-year UPWP, carryover amounts, and activities should be listed in the document. Please identify any incomplete work elements or activities financed with Federal planning assistance awarded in previous fiscal years as carryover activities.	Noted and completed.
		If any programmed 5305(d) funds are estimates, coordination with the State DOT may be required for UPWP modification or amendment after review of FTA apportionments.	Noted. We will coordinate with FDOT on any required modifications or amendments.



Page #	Comment Type	Comment Description	MPO Response
	Critical/Enh/Edit		
		The metropolitan transportation planning process should provide for the establishment and use of a performance- based approach, with related activities noted in the UPWP accordingly. For transit, this includes Transit Asset Management (TAM) and Public Transportation Agency Safety Plans (PTASP), which require integration into the TIP and LRTP to the maximum extent practicable – including target setting/revisiting, progress towards achieving targets, data sharing and coordination with State DOT’s and transit providers.	These activities are included in Task 2.0.
		Integration of Planning Emphasis Areas is recommended, where possible and as applicable to the MPO.	Noted. We have included where applicable.
General	Critical	** Use of the label CPG in all budget tables should also be changed to PL.	Updated and completed.
General	Critical	Several Tasks identify the use of 5305(d) funds - please ensure that if these are existing grants that the contract number and appropriate match are identified	Updated and completed.
General	Critical	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 or SU	Noted. MPO staff will provide applicable scopes through the District and FHWA for approval prior to initiating work.



Page #	Comment Type	Comment Description	MPO Response
	Critical/Enh/Edit		
		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 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.	
Cover		The new Federal Aid Project Number will be 0058-060	Updated and completed.
Pg. 12	Critical	The table identifying the soft match being provided is excellent. Please Change the label FHWA - CPG to FHWA- PL.	Updated and completed.
Pg. 14	Enhancement	State and Federal Planning Emphasis Areas – It is recommended that there be some identification/labeling of the State and the Federal Planning Emphasis Areas, so the reader can distinguish between the two. Narrative for the PEAs and the matrix are appreciated and helpful for the reader to see how the MPO is addressing the PEAs	Matrix updated to distinguish between State and Federal PEAs.
Pg. 28	Critical	Procurement of MPO fleet vehicles, software package purchases, and possibly the educational booth display will require further information, review, and approval prior to plans to purchase unless more information can be provided in the UPWP.	Noted. The MPO will obtain FHWA approval of these items prior to purchase.



Page #	Comment Type	Comment Description	MPO Response
	Critical/Enh/Edit		
Pg. 35	Critical	It is recommended in the bullet addressing activities for the Census be edited and activities for the functional classification and boundary maps also be identified as they are critical MPO products from the Census and FHWA approval action is required.	Thank you for the recommendation. Text updated to include functional classification and boundary maps amongst the Census activities listed.
Pg. 50	Critical	Eligibility – Off system Lap Project Development -- Design activities are not an eligible use of federal planning funds. This can still be accomplished with non-planning funds but will require it to be in the MPO’s TIP. The planning activities should remain in the UPWP, but the non-planning must be in the TIP.	Adjusted scope descriptions to ensure only planning activities are listed in the UPWP. Non-planning activities will be moved to the TIP.
Pg. 55	Critical	Eligibility - Tactical urban Support – Design and engineering work are not an eligible use of federal planning funds. This can still be accomplished with non-planning funds but will require it to be in the MPO’s TIP. The planning activities should remain in the UPWP, but the non-planning must be in the TIP.	Adjusted scope descriptions to ensure only planning activities are listed in the UPWP. Non-planning activities will be moved to the TIP.
Pg. 61	Critical	Regional Transfers – Please clarify: <ul style="list-style-type: none"> • which transfers and work is for SERPM 8; • Which entity is lead for each activity; • Use format suggested for transfers to and from so it is clear which entity is doing what; and, • Broward MPO staff work - please make sure this is 	Revised Task 6.0 narrative sections in order to better clarify SERPM efforts, agency roles (including lead agencies), and how



Page #	Comment Type	Comment Description	MPO Response
	Critical/Enh/Edit		
		clear and captured somewhere to differentiate it from the other entities' work and the cost for Broward staff is clearly distinct.	much will be transferred either to or from the MPO to other agencies as part of this UPWP cycle, and where staff activities related to SERPM and the RTP can be found within the UPWP.
Pg. 69	Editorial	Ciclovia – It is suggested that this be clarified for the reader (e.g. is this a bicycle event?)	As suggested, updated Task 7.0 Budget Category Description Detail table to define Ciclovia/Bike/Ped./Open Streets events.



Appendix C – Acronyms

ACES	Automated/Connected/Electric/Shared-use Vehicles	FLMA	Federal Land Management Agency
ACS	American Community Survey	FPN	Financial Project Number
ADA	Americans with Disabilities Act	FS	Florida Statutes
BCT	Broward County Transit	FTA	Federal Transit Administration
BMPO	Broward Metropolitan Planning Organization	FTAC	Freight Transportation Advisory Committee
BUILD	Better Utilizing Investments to Leverage Development	FTP	Florida Transportation Plan
CAC	Citizens’ Advisory Committee	GFSU	Cares Act Surface Transportation Program Urban Funds
CFR	Code of Federal Regulations	GIS	Geographical Information System
CMP	Congestion Management Process	IT	Information Technology
COOP	Continuity of Operations Plan	JPA	Joint Participation Agreement
CPG	Consolidated Planning Grant	LAP	Local Agency Program
CSAC	Complete Streets Advisory Committee	LCB	Local Coordinating Board
CSMP	Complete Streets Master Plan	LEP	Limited English Proficiency
CSLIP	Complete Streets and other Localized Initiatives Program	LOS	Level of Service
CTC	Community Transportation Coordinator	MMPL	Multimodal Priorities List
CTD	Florida Commission for the Transportation Disadvantaged	MPO	Metropolitan Planning Organization
DBE	Disadvantaged Business Enterprise	MPOAC	Metropolitan Planning Organization Advisory Council
DOD	U.S. Department of Defense	MTECC	Metro Transportation Eng. & Construction Cooperative
DS	State Primary Highways and PTO	MTP	Metropolitan Transportation Plan
EJ	Environmental Justice	O&D	Origin & Destination
ETDM	Efficient Transportation Decision Making	PBTPA	Palm Beach Transportation Planning Agency
FAP	Federal Aid Project	PD&E	Project Development & Environment
FAST	Fixing America’s Surface Transportation Act	PEA	Planning Emphasis Area
FDOT	Florida Department of Transportation	PEL	Planning and Environment Linkages
FHWA	Federal Highway Administration	PL	Planning



PTAP	Planning Technical Assistance Program	TDM	Transportation Demand Management
PPP	Public Participation Plan	TDP	Transit Development Plan
RSA	Roadway Safety Audit	TDSP	Transportation Disadvantaged Service Plan
RTP	Regional Transportation Plan	TIGER	Transportation Investment Generating Economic Recovery
RTTAC	Regional Transportation Technical Advisory Committee	TIP	Transportation Improvement Program
SEFTC	Southeast Florida Transportation Council	TOD	Transit Oriented Development
SERPM	Southeast Regional Planning Model	TPO	Transportation Planning Organization
SFRTA	South Florida Regional Transportation Authority	TRAC & RIDES	Trans. & Civil Engineering & Roadways in Dev. Elem. Students
SIS	Strategic Intermodal System	TSM&O	Transportation System Management and Operations
STRAHNET	Strategic Highway Network	UPWP	Unified Planning Work Program
SU	Surface Transportation Program Urban Funds	USC	United States Code
TAC	Technical Advisory Committee	VMT	Vehicle Miles Traveled
TAM	Transit Asset Management	VPI	Virtual Public Involvement
TD	Transportation Disadvantaged		



Appendix D - FDOT District Four Planning Activities FY 22-23 to FY 23-24

Planning Activities:

1. Strategic Intermodal System (SIS) Planning
2. Interchange Reviews
3. State Highway System Corridor Studies
4. Systems Planning and Reviews
5. Freight Planning and Reviews
6. Travel Demand Model Development
7. Federal Functional Classification (including Urban Boundary Updates)
8. Traffic Characteristic Inventory Program
9. Statistics
10. GIS Application Development and System Maintenance
11. Promoting and Coordinating Safety for all Modes of Transportation, including Bicycle and Pedestrian
12. Transportation Alternatives Program Development
13. Complete Streets Studies
14. Modal Development and Technical Support
15. Commuter Services
16. ETDM/Community Impact Assessment
17. Growth Management Impact Reviews



**FDOT District Four will undertake Planning Activities consistent with the following goals
(in no particular order):**

- The Seven goals of the Florida Transportation Plan (FTP), which include:
 - Safety & Security
 - Infrastructure
 - Mobility
 - Choices
 - Economy
 - Community
 - Environment
- The **2021 Florida Planning Emphasis Areas** (published by USDOT in the December 30, 2021 Letter) which include:
 - Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future
 - Equity and Justice40 in Transportation Planning
 - Complete Streets
 - Public Involvement
 - Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination
 - Federal Land Management Agency (FLMA) Coordination
 - Planning and Environment Linkages (PEL)
 - Data in Transportation Planning
- The FDOT Secretary’s list of the “vital few” agency emphasis areas, which include:
 - Improve Safety
 - Enhance Mobility
 - Inspire Innovation



Appendix E - Broward County Agencies Planning Activities (Non-MPO)

South Florida Regional Transportation Authority (SFRTA)

Tri-Rail On-Demand Microtransit Demonstration Project Planning: In January 2021, SFRTA received funding from the FY 2020 Public Transportation COVID-19 Research Demonstration Grant Program to support strategies to develop, deploy, and demonstrate innovative solutions that improve the operational efficiency of transit agencies and enhance mobility for transit users affected by the COVID-19 emergency. SFRTA will partner with Freebee, a private microtransit provider, to implement the proposed Tri-Rail On-Demand Microtransit Demonstration Project which will develop, deploy and demonstrate on-demand microtransit service to improve transportation options for essential workers in the Cypress Creek CC-1 service area. The project is a one-year demonstration program and is currently in its set-up phase.

SFRTA Transportation Oriented Development (TOD) Station Area Planning: SFRTA contracts with the South Florida and Treasure Coast Regional Planning Councils (RPCs) to assist coordination and planning for transportation and land use, with a focus on TOD, within the travel shed of Tri-Rail stations on the CSX rail corridor. Planning activities include: Comprehensive station area planning, infrastructure assessment, planning to improve safety and non-motorized access to Tri-Rail stations, evaluating Tri-Rail stations for potential TOD development, and coordinating with transportation planning agencies and local governments to plan and incorporate TOD and multi-modal planning in master and mobility plans.

The SFRTA Transit Development Plan (TDP): The TDP is a planning and operational guidance document with a 10-year planning horizon. It is prepared using federal FTA and state funds, and in compliance with Rule 14-73.001, Public Transit, Florida Administrative Code. The TDP documents the agency's major work, assesses progress relative to SFRTA's goals and objectives, and updates its Ten-Year Capital Plan.



Broward County Transit (BCT)

1. Broward County Transit (BCT) FY 2024-33 Transit Development Plan (TDP)

Project Description: Broward County Transit (BCT) is updating its Ten-Year Transit Development Plan (TDP), a plan that assesses the current transit system, evaluates existing and future needs, prioritizes future projects and services, and creates a vision for transit in Broward County. The BCT FY 2024-33 TDP will be a Major TDP Update, and will include the following tasks:

- **Baseline conditions** – information about population, employment, and transit system trends
- **Public input** – opportunities for the community to participate in the process
- **Goals and objectives** – statements to guide the actions to produce the desired outcomes of the overall plan
- **Transit demand** – assessment of the need for existing and new services and investments
- **Future directions** – setting of the direction for transit for the 10-year period and incorporate projects from BCT’s Premium Mobility Plan that is currently under development.

In addition to defining the transit vision for BCT, the TDP ensures BCT’s eligibility for State Transit Block Grant funding from the Florida Department of Transportation (FDOT).

Project Cost: \$700,000 (local funds)

Schedule: 2022/2023

2. Broward County Transit (BCT) Comprehensive Operational Analysis (COA) and Transit Service Revisioning.

Project Description: Broward County Transit (BCT) is developing an updated Comprehensive Operational Analysis (COA) and Transit Service Revisioning in 2023-2024. An updated COA is justified based on changes in ridership, development, population and employment patterns, and funding. This COA will be the first comprehensive review of service conducted in 2010. The Transit Service Revisioning portion will address many of the new developments in and across the transit-industry and attempt to position BCT to respond faster to these developments and also address changes and forces in the current operating environment that affect ridership. The transit Service Revisioning will also



guide potential realignments and service adjustments to local routes that connect with premium service corridors currently under evaluation as part of BCT’s Premium Mobility Plan (PREMO). A system-wide customer satisfaction survey will assess satisfaction with current BCT services (fixed-route, express, Breeze, paratransit, and community shuttle), identify areas for improvement, and provide specific service recommendations that could improve the design and delivery of service, while retaining current rider loyalty. The COA will include an on-board survey and customer satisfaction survey that will provide input for evaluation of BCT operations, service design, equipment and facility requirements for three time horizons; near-term, short range and long range. These efforts will address and provide near, short, and long range directions for the agency specific to service expansion and delivery, equipment requirements, staffing and facility needs, implementation plan and phasing.

Project Cost: \$ 2,000,000 (local funds)

Schedule: 2022/23 – 2023/24

3. Broward County Transit (BCT) General Planning Consultant Services (GPC)

Project Description: Broward County Transit (BCT) has executed two contracts for General Planning Consultant Services (GPC) for a maximum five (5) year term. GPC services provide BCT with additional professional consultant support for a wide variety of tasks needed for the optimal planning, operations, and management of BCT services. BCT’s GPC include, but are not limited to, the following areas of expertise:

- **Transportation Planning and Program Support**
 - Capital project planning and development
 - Transportation planning, analysis, and performance measurement
 - Environmental planning
- **Operations**
- **Maintenance and Capital Facilities**
- **Paratransit**
- **Specification/Project Research and Development**
- **Information Technology Systems (ITS)**



- **Customer Service/Marketing**
- **Fixed Asset Management Systems**
- **Rail Section Support**
- **Systems Safety and Security**

Project Cost: \$ 10,000,000 (local funds)

Schedule: 2021/22 – 2025/26

4. Broward County Transit (BCT) Transit Systemwide Study, Planning, and Preliminary Design

Project Description: Broward County Transit (BCT) has executed a contract with WSP USA, Inc. to provide Transit Systemwide Study, Planning, and Preliminary Design. The effort is divided into four (4) distinct tasks:

- Transit Systems Plan a comprehensive and prioritized program premium transit projects identified for further corridor development and environmental analysis. The Transit Systems Plan, now branded PREMO, will set the vision for Broward County’s investment in a network of countywide premium transit services that provide modern mobility that is convenient, attractive, safe, reliable, and frequent.
- Transit Corridor Implementation Study advances a premium bus corridor into environmental analysis and preliminary engineering/design.
- Countywide Rail Implementation develops preliminary engineering and associated architectural/urban designs for major capital rail segments identified in the Transit Systems Plan.
- Project Management and Technical Support provides professional consultant support for planning, coordination, engineering/design, construction specifications, review of technical documents/studies and other support services related to advancing premium corridors towards design.

Project Cost: \$ 10,600,000 (local funds)

Schedule: 2021/22 – 2023/24



Appendix F - Agreements Currently in Effect

- (1) Interlocal Agreement for the Creation of Metropolitan Planning Organization: Execution dated July 1977 – March 2000, 1st amendment - February 2001; 2nd amendment – December 2002; new Interlocal Agreement – November 2003; amendment to add City of West Park – June 2005; amendment to increase the Board membership from nineteen (19) to twenty-five (25) – February 2016.
- (2) Interlocal Agreement between the Broward MPO and the City of Fort Lauderdale for Administrative Services dated October 8, 2015, amended October 17, 2017. This agreement is for administrative services provided to the MPO from the City of Fort Lauderdale.
- (3) Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (TP # 525-010-03) between the Florida Department of Transportation, the Broward MPO, Broward County Board of County Commissioners, the South Florida Regional Planning Council and the SFRTA: Execution date – November 20, 2007.
- (4) Tri-county Interlocal Agreement for the creation of the SEFTC for Regional Transportation Planning and Coordination in South Florida– January 2006; amendment – September 2009; amendment July 2011.
- (5) Metropolitan Planning Organization Agreement (G2913): Effective July 1, 2022 through June 30, 2024. This agreement expires and is replaced every two years and is for the allocation of FHWA/PL, STP/STBG/SU, and GFSU funds to the MPO.
- (6) Public Transportation Grant Agreement (G1633), execution date – March 1, 2019; amended September 13, 2019; effective until December 31, 2023 as per the extension requested by the MPO. This agreement is for the allocation of 5305d funds to the MPO.
- (7) Public Transportation Grant Agreement (G1V43), execution date – April 7, 2021; effective until December 31, 2025. This agreement is for the allocation of 5305d funds to the MPO.
- (8) Public Transportation Grant Agreement (G2167), execution date – February 1, 2022; effective until December 31, 2025. This agreement is for the allocation of 5305d funds to the MPO.
- (9) Florida Commission for the Transportation Disadvantaged Planning Agreement: Executed annually on July 1 and effective until June 30. This agreement is for the allocation of TD funds to the MPO.



- (10) Interlocal Agreement for Transportation Surtax Services between the Broward MPO and Broward County Board of County Commissioners: executed April 25, 2019; amended June 24, 2019; amended September 19, 2019; amended March 22, 2021; effective until December 31, 2024. This agreement is for the allocation of Surtax Funds to the MPO to cover Surtax Services provided to the County.
- (11) Memorandum of Understanding between Southeast Florida MPOs and FDOT Districts 4 & 6 for Southeast Regional Planning Model (SERPM) related activities, executed October 14, 2019, effective January 1, 2020 through December 31, 2024.



Appendix G - Statements & Assurances

FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

SECTION 02
POLICY PLANNING
12-12


DEBARMENT and SUSPENSION CERTIFICATION

As required by the USDOT regulation on Governmentwide Debarment and Suspension at 49 CFR 29.510

(1) The Broward MPO 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 listed 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 Broward MPO also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S.D.O.T.


Name: Robin Ellis
Title: MPO Chairman (or designee)

February 10, 2022
Date



FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
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LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Broward MPO that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Broward MPO, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The Broward MPO shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds \$100,000, and that all such subrecipients shall certify and disclose accordingly.
- (4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

Name: Frank Orla
Title: MPO Chairman (or designee)

February 10, 2022
Date



FLORIDA DEPARTMENT OF TRANSPORTATION
**UNIFIED PLANNING WORK PROGRAM (UPWP)
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DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

It is the policy of the Broward MPO that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of MPO contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

The Broward MPO, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the Broward MPO, in a non-discriminatory environment.

The Broward MPO shall require its consultants to not discriminate on the basis of race, color, national origin and sex in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code

Name: Frank O'Hea
Title: MPO Chairman (or designee)

February 10, 2022
Date



FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
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TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the Broward MPO assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The Broward MPO further assures FDOT that it will undertake the following with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of Appendices A and E of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

Name: Frank Orlis
Title: MPO Chairman (or designee)

February 10, 2022
Date



FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
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APPENDICES A and E

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.



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- (6) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) 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 subcontractor 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.
- (7) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq)