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May 12, 2020

Christine Fasiska, Transportation Planning Manager  
Florida Department of Transportation, District 4  
3400 W. Commercial Blvd.  
Ft. Lauderdale, FL 33309  
*Sent via email and Federal Express*

**RE: Martin Metropolitan Planning Organization (MPO)  
FY20/21-FY21/22 Unified Planning Work Program (UPWP)  
Metropolitan Planning Organization Agreement w/Exhibit A (UPWP)**

Dear Ms. Fasiska:

Attached please find the following documents adopted by the Martin MPO Policy Board on May 11, 2020:

1. MPO Agreement Form 525-010-02 w/Exhibit A (UPWP)
2. Cost Analysis Certification (UPWP page ii)
3. MPO Joint Certification Statement Form 525-010-05c (UPWP Appendix A)
4. Statement and Assurances Form 525-010-08 (UPWP Appendix B)
5. Resolution 20-05 (UPWP Appendix D)
6. Resolution 20-06 (UPWP Appendix C)

Please have the District Secretary sign the above MPO Agreement and the MPO Joint Certification Statement and please have the MPO liaison sign the Cost Analysis Certification on page ii of the UPWP.

**Ms. Christine Fasiska**  
**May 12, 2020**  
**Page 2**

Please return one signed colored scanned document for our use.

If you have any questions or need additional information, please do not hesitate to call me at (772) 221-1498.

Sincerely,



**Beth Beltran**  
**MPO Administrator**

BB/jtp

Enclosure: MPO Agreement & Martin MPO FY20/21-FY21/22 UPWP

cc: John Krane, FDOT  
Mira Skoroden, FDOT



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# FINAL



# UNIFIED PLANNING WORK PROGRAM FY20/21 – FY21/22

MARTIN METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM (UPWP) FY2020/21 - FY2021/22

MARTIN METROPOLITAN PLANNING ORGANIZATION:  
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**MARTIN METROPOLITAN PLANNING ORGANIZATION**

**FY 2020/21 – 2021/22**

**UNIFIED PLANNING WORK PROGRAM**

**JULY 1, 2020 THROUGH JUNE 30, 2022**

Martin Metropolitan Planning Organization  
3481 SE Willoughby Boulevard,  
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**Funding for this Planning Work Program Provided by:**

Federal Highway Administration  
Federal Transit Administration  
Florida Department of Transportation  
Florida Commission for the Transportation Disadvantaged  
Martin County Board of County Commissioners

**Catalog of Federal Domestic Assistance Numbers:**

CFDA No. 20.205 – Highway Planning and Construction  
CFDA No. 20.505 – Federal Transit Technical Studies Grant (Metropolitan Planning)

**Federal Aid Project Number 0413-058-M**  
**Financial Project Number 439328-3-14-01**  
**FAC # Z450**

**Adopted by the Martin MPO on May 11, 2020**



**Commissioner Doug Smith, MPO Chairman**



**Florida Department of Transportation**

RON DESANTIS  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.  
SECRETARY

**Cost Analysis Certification**

**Martin MPO**

**Unified Planning Work Program - FY 20/21 – FY 21/22**

Adopted 5/11/2020

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: Myroslava (Mira) Skoroden

\_\_\_\_\_  
Planning Specialist, District Four  
Title and District

\_\_\_\_\_  
Signature 5/11/2020

## **MPO ACRONYMS\*** - (\*Note: not all acronyms listed here are referred to in this document)

AADT ..... Annual Average Daily Traffic  
 AOR ..... Annual Operating Report  
 AAR..... Administrative Approval Request  
 AADT ..... Annual Average Daily Traffic  
 ACES ..... Automated/Connected/Electric/Shared-use  
 ADA ..... Americans with Disabilities Act  
 ARC..... Advocates for the Rights of Challenged  
 AARP..... American Association of Retired Persons  
 BOCC ..... Board of County Commissioners  
 BPAC..... Bicycle and Pedestrian Advisory Committee  
 BPSAP ..... Bicycle and Pedestrian Safety Action Plan  
 CFP ..... Cost Feasible Plan  
 CFR ..... Code of Federal Regulations  
 CIP ..... Capital Improvement Program  
 CAC..... Citizens Advisory Committee  
 CMS ..... Congestion Management System  
 CMP..... Congestion Management Process  
 CTC ..... Community Transportation Coordinator  
 CTD..... Commission for the Transportation Disadvantaged  
 CTPP ..... Census Transportation Planning Program  
 CR ..... County Road  
 CRA..... Community Redevelopment Area  
 CUTR..... Center for Urban Transportation Research  
 DOPA ..... Designated Official Planning Agency  
 EJ ..... Environmental Justice  
 EPA..... Environmental Protection Agency  
 ETAT ..... Environmental Technical Advisory Team  
 ETDM ..... Efficient Transportation Decision Making  
 FAA..... Federal Aviation Administration  
 FAC..... Florida Administrative Code  
 FAST ..... Fixing America’s Surface Transportation  
 FCDC..... Florida Commission for the Transportation Disadvantaged  
 FCTS ..... Florida Coordinated Transportation System  
 FDOT ..... Florida Department of Transportation  
 FHWA ..... Federal Highway Administration  
 FPTA ..... Florida Public Transportation Association  
 FS ..... Florida Statutes  
 FSUTMS.... Florida Standard Urban Transportation Model Structure  
 FTA ..... Federal Transit Administration  
 FTP ..... Florida Transportation Plan  
 FY ..... Fiscal Year  
 GIS-TM ..... Geographical Information System - Transportation Modeling

GUI ..... Graphic User Interface  
 HPMS ..... Highway Performance Monitoring System  
 ITS ..... Intelligent Transportation System  
 JPA ..... Joint Participation Agreement  
 LCB-TD..... Local Coordinating Board for the Transportation Disadvantaged  
 LCI ..... Livable Communities Initiative  
 LGCP ..... Local Government Comprehensive Plan  
 LOS ..... Level of Service  
 LRTP ..... Long-Range Transportation Plan  
 MCPT..... Martin County Public Transit  
 MCTV ..... Martin County Television  
 MMUNP... Multimodal Unfunded Needs Plan  
 MPA ..... Metropolitan Planning Area  
 MPO ..... Metropolitan Planning Organization  
 MPOAC..... MPO Advisory Council  
 NAAQS ..... National Ambient Air Quality Standards  
 NAC ..... Neighborhood Advisory Committee  
 NEPA ..... National Environmental Policy Act  
 OMD..... Office of Modal Development  
 PD&E ..... Project Development & Environmental (Study)  
 PEA..... Planning Emphasis Areas  
 PIP ..... Public Involvement Plan  
 POP ..... Program of Projects  
 RFP ..... Request for Proposal  
 RFS ..... Request for Service  
 RTTAC..... Regional Transportation Technical Advisory Committee  
 SAFETEA-LU Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users  
 SEE ..... Sociocultural Effects Evaluation  
 SEFTEC..... Southeast Florida Transportation Council  
 SFRTA ..... South Florida Regional Transportation Authority  
 SIS ..... Strategic Intermodal System  
 SR ..... State Road  
 STIP ..... State Transportation Improvement Program  
 SUN..... Shared-Use Nonmotorized  
 TAC..... Technical Advisory Committee  
 TAZ ..... Traffic Analysis Zone  
 TCQSM ..... Transit Capacity and Quality of Service Manual  
 TCRPC..... Treasure Coast Regional Planning Council  
 TCRPM..... Treasure Coast Regional Planning Model  
 TCSP ..... Transportation and Community and System Preservation (Grant)  
 TCTAC..... Treasure Coast Technical Advisory Committee  
 TCTC..... Treasure Coast Transportation Council  
 TEA-21..... Transportation Equity Act for the 21st Century  
 TDM ..... Transportation Demand Management

TDP.....Transit Development Plan  
TD.....Transportation Disadvantaged  
TDSP.....Transportation Disadvantaged Service Plan  
TEA-21.....Transportation Equity Act for the 21st Century  
TIMAS.....Transportation Inventory Management and Analysis  
TIP.....Transportation Improvement Program  
Title VI..... Title VI of the Civil Rights Act of 1964  
TMA.....Transportation Management Area  
TPO.....Transportation Planning Organization  
TRIP.....Transportation Regional Incentive Program  
ULAM.....Urban Land use Allocation Model  
UPWP.....Unified Planning Work Program  
USC.....United States Code  
USDOT.....United States Department of Transportation  
UZA.....Urbanized Area

**MARTIN METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
FY20/21 – FY21/22  
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## **SECTION I – INTRODUCTION**

### **1.1 Definition, Purpose and Process of the Unified Planning Work Program (UPWP)**

Unified Planning Work Program (UPWP) Definition – “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” 23 C.F.R. 450.104.

The Martin Metropolitan Planning Organization (MPO) works with local citizens and agencies to prioritize State and Federal transportation funding for the Martin MPO planning area. This Unified Planning Work Program (UPWP) defines the planning studies and tasks that will be undertaken by the MPO over the next two years, specifically from July 1, 2020 to June 30, 2022. This document outlines the Martin MPO transportation planning tasks and initiatives as well as on-going, regional coordination efforts.

The objective of the UPWP is to ensure that the Martin MPO’s continuing, cooperative and comprehensive (3-C) approach to planning for transportation needs is maintained and coordinated with other parties as appropriate and required. This effort includes the monitoring and evaluation of existing conditions, the development of improvement strategies, the facilitation of meaningful public input, and the implementation of evaluated and funded strategies. The UPWP is a comprehensive document which communicates to the public and stakeholders how Federal and State transportation dollars will be used for transportation planning activities. MPO plans are often the earliest stage of any major transportation project implemented within the planning area. The MPO provides the public with information about these activities and with opportunities to comment very early in the planning process.

The UPWP is required in order for the MPO to receive funds from the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Florida Commission for the Transportation Disadvantaged (CTD) and Florida Department of Transportation (FDOT). The major funding categories are FHWA Planning (PL) and FTA Section 5305(d) funds. The UPWP is reviewed and endorsed biannually by the MPO Policy Board and is submitted for review and approval by various Federal funding agencies. Indirect cost rate is not applicable.

The MPO Policy Board includes elected officials from the Martin County Board of County Commissioners, City of Stuart, Town of Sewall’s Point and Village of Indiantown. FDOT is not a voting member on the MPO Board and committees but serves in an advisory capacity.

The Martin MPO will continue to promote regional coordination by participating in local, regional and State organizations. These include but are not limited to FDOT, FHWA, FTA, Martin County, the City of Stuart, and the Towns of Ocean Breeze, Jupiter Island and Sewall’s Point, the Village of Indiantown, the St. Lucie TPO and Indian River MPO. Coordination of planning and projects has also occurred with the Palm Beach Transportation Planning Agency (TPA) through MPO staff attendance at meetings, including the Regional Transportation Technical Advisory Committee (RTTAC) and the Southeast Florida Transportation Council (SEFTC) on regional planning issues.

## 1.2 Transportation Planning Activities

The Martin MPO has ongoing comprehensive transportation planning activities as follows:

- 2045 Long Range Transportation Plan (LRTP) – Every five years, the MPO is required to review and update the Long Range Transportation Plan (LRTP). The LRTP sets the vision for transportation for all modes of travel throughout the Planning Area and influences projects included in the 5-year Transportation Improvement Program (TIP). The update of the Martin LRTP every five years is one of the primary activities of the Martin MPO to meet Federal and State requirements.
- Complete Streets: Access to Transit Study – In the FY18/19-FY19/20 Unified Planning Work Program (UPWP), the Martin MPO developed a study that included an assessment of Complete Streets with improved access to transit. The Study assessed transportation facilities and land use conditions and demands and identified methods by which complete streets facility improvements can be implemented. This included an assessment of land use and transportation facility conditions and transit access in the County and identified a prioritized list of candidate locations for complete streets improvements. With the completion of the Complete Streets: Access to Transit Study, staff can include candidate projects in the 2045 LRTP and pursue funding opportunities for several projects.
- Congestion Management Process – The Congestion Management Process (CMP) is a systematic study that provides for safe and effective management and operation of transportation facilities through the use of demand reduction and operational management strategies. Demand reduction may include improving street and land use connectivity so that fewer local trips must use arterial roadways, as well as providing facilities for pedestrian and bicycle travel. Operational management strategies may include intersection and driveway improvements. Both strategies are lower cost alternatives to traditional roadway widening. In addition, the Livable Communities Initiative (LCI) objectives are to improve mobility and quality of life through improvements that encourage the use of alternative transportation modes. These objectives are accomplished through broad-based strategies and slow, managed growth. The MPO is including its CMP Major Update in the 2045 LRTP.
- Freight & Goods Movement Plan – In the FY18/19-FY19/20 Unified Planning Work Program (UPWP), a Freight and Goods Movement Plan was developed to identify local freight activity centers and mobility corridors used for distribution and delivery within the Martin MPO planning area. This on-going study provides information relating to alternative strategies to alleviate congestion and enhance mobility for both people and goods. It also allows for freight industry providers to participate as stakeholders and provide input on truck route concerns and roadway restrictions. To finalize the plan, a prioritization of freight projects will assist in future Federal/State funding and enhancements.
- Community Characteristic Report – An update to the Community Characteristic Report will provide a better understanding of our local communities and attain meaningful descriptions of

MPO Planning Areas based on Minority, Senior Citizen, Poverty, No Vehicle, and Limited English proficiency (LEP) populations and households.

- Resiliency/Climate Change Impact – Martin County Coastal Division is developing a Resilient Coastlines Program to examine vulnerability and develop a Resiliency Plan. MPO staff is a member of the County’s Resiliency Working Group that is part of the Resilient Coastline Program. Required Activities include utilizing tools such as the FHWA Resilience and Transportation Planning Guide, ensuring consistence with the Martin County Resilient Coastline Program efforts, considering the additional cost associated with reducing vulnerability of the existing impact to the transportation infrastructure and coordination with the Palm Beach TPA, St. Lucie TPO, and Indian River MPO on increasing the resilience of transportation infrastructure to extreme weather/climate change impacts.

### 1.3 Local and Regional Planning Priorities

- Bicycle and Pedestrian Safety – Bicyclist and pedestrian crashes and the resulting deaths and injuries are a serious concern for Martin County. Florida has consistently had the highest pedestrian and bicyclist fatality ratio in the United States; Martin County’s percentage of pedestrian and bicyclist fatalities continue to surpass the State’s percentages. Approximately 17% of traffic fatalities within the last two years in Martin County is a pedestrian or a bicyclist. These data underscore a need to improve bicycling and walking conditions in Martin County. In February 2020, the MPO Policy Board approved FDOT’s “Vision Zero” targets for the five Federal Safety Performance Measures. To assure we are maintaining our “Vision Zero” targets, an update to the Bicycle and Pedestrian Safety Action Plan will be developed to include “Vision Zero” targets to provide additional guidance to help State and local officials know where to continue to address expanding bicycle and pedestrian safety issues. It is intended to assist agencies in further enhancing their existing bicycle and pedestrian safety program and activities, including identifying safety problems and selecting optimal solutions.
- Village of Indiantown Coordination – In November 2017, the residents of Indiantown formally voted in favor of incorporation, becoming the Village of Indiantown. This provides an opportunity for the MPO to formally coordinate with a new local jurisdiction. On February 9, 2019 an Interlocal Agreement Amendment was executed to include the Village of Indiantown as a voting member on the Martin MPO.
- Development Review – Assisting the County in the development review process.
- Treasure Coast Transportation Council (TCTC) & Treasure Coast Technical Advisory Committee (TCTAC) Support and Coordination – The Treasure Coast Transportation Council (TCTC) was established by the Martin MPO, the St. Lucie TPO, and the Indian River County MPO to formally coordinate transportation planning activities in the region. The Council serves as the Executive Board to all three (3) MPOs on regional transportation planning issues and provides the mechanism to jointly pursue state funding opportunities. Support and coordination for the TCTC will allow for the prioritization of regionally significant projects, including Transportation

Regional Incentive Program (TRIP) projects and Regional Long Range Transportation Plan projects. The Treasure Coast Technical Advisory Committee (TCTAC) serves as the formal technical advisory committee to the TCTC. Support and coordination for the TCTAC will assist in the development of regional plans and helps maintain regional partnership between Treasure Coast MPO's.

#### **1.4 Air Quality Planning Activities**

**Air Quality** – According to the U.S. Environmental Protection Agency (EPA), the National Ambient Air Quality Standards (NAAQS) for ground level ozone have been strengthened to 70 parts per billion (ppb). Ozone values as monitored by the Florida Department of Environmental Protection, Division of Air Resource Management show that all Florida locations are in compliance with the NAAQS. Martin County, Florida is in attainment.

**Multimodal Transportation** – The most effective way to reduce carbon dioxide (CO<sub>2</sub>) emissions is to reduce fossil fuel consumption which, according to the EPA, accounts for about 30% of the total U. S. CO<sub>2</sub> emissions. The 2045 LRTP Update is intentionally being crafted to address all modes of transportation. Providing transportation choices reduces automobile use and increases human-powered transportation. This results in a reduction of greenhouse gases such as CO<sub>2</sub>.

#### **1.5 Planning Tasks to be Funded by Titles 23 U.S.C & 49 U.S.C**

Task 6.2, Transit Planning, is to be funded under Titles 23 U.S.C and 49 U.S.C. This planning task is summarized under Section III, Task 6: Transportation Systems Planning of the UPWP.

#### **1.6 Public Involvement in Developing the UPWP**

The Martin MPO obtains public input on a regular, on-going basis through the involvement of its advisory committees, informational meetings, public hearings and the active involvement of its MPO Policy Board members. The advisory committees are the: Citizens' Advisory Committee (CAC); Technical Advisory Committee (TAC); Bicycle & Pedestrian Advisory Committee (BPAC). The MPO also staffs the Local Coordinating Board for the Transportation Disadvantaged (LCB-TD). These committees provide recommendations regarding projects, activities and priorities to the MPO Policy Board. The culmination of this input is reflected in this UPWP and other planning documents to be developed through this UPWP.

The MPO has used the principles of environmental justice in the preparation of this document. This is responsive to Title VI of the Civil Rights Act of 1964, the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) the Safe, Accountable, Flexible Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and Fixing America's Surface Transportation (FAST) Act and most recently the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21). This includes information contained in the Martin MPO Public Involvement Plan, materials posted on the MPO website, circulation of informational newsletters/flyers, use of the Advisory Committees, input from public workshops, communications with other Martin County Advisory Committees [such as the Community Redevelopment Areas' (CRAs') Neighborhood Advisory Committees (NACs)], coordination with other local and regional land and transportation planning agencies and the local government TV broadcast station (MCTV).

All draft documents are made available to the public for comment in reference sections of the County's libraries and are posted to the MPO's website. The locations of these documents are provided in the public hearing/review period announcement in the Martin County BOCC's County Connection publication. Comments received through the website, email or in writing are responded to and tracked electronically through the Martin County's Request for Service (RFS) System.

### **1.7 State and Federal Planning Emphasis Areas**

Transportation planning in Florida has expanded over the past decade to include more emphasis on non-automobile modes. This shift from an automobile-focused process to other modes includes safety considerations for bicycle and pedestrian planning, designing for complete streets, efficient freight movement and integrating transit use for increased mobility. The 2045 LRTP update will include in-depth consideration of multimodal improvement opportunities.

The Moving Ahead for Progress in the 21st Century Act (MAP-21) requires State DOTs and MPOs to conduct performance-based planning by tracking performance measures and setting data-driven targets to improve those measures. The Fixing America's Surface Transportation (FAST) Act supplements the MAP-21 legislation by establishing timelines for State DOTs and MPOs to comply with the requirements of MAP-21, which requires incorporation of Safety Measures, System Performance Measures, Bridge Measures and Pavement Measures as well as targets for each individual measure.

Regarding regional models of cooperation, the Martin MPO worked across traditional boundaries in developing a regional transportation plan for the Treasure Coast to include all multimodal users, with oversight by the Treasure Coast Transportation Council (TCTC). The Martin MPO was the lead agency in developing the 2040 Regional Long Range Transportation Plan (RLRTP) and continues to work regionally with the St. Lucie TPO and Indian River MPO.

As part of the transportation planning process, using the "Ladders of Opportunity" example, the Martin MPO is identifying transportation connectivity gaps in accessing essential services such as employment, health care, schools/education and recreation. The MPO continues to reach out to traditionally underserved populations to ensure they are engaged in an equitable planning process. For instance, the MPO staff/consultant presented its FEC Railroad Grade Separation Study and its Bicycle/Pedestrian/Trails Master Plan to Neighborhood Advisory Committees (NACs) in Community Redevelopment Areas (CRAs) as part of the public outreach during the development of these studies. Individuals from these communities have also joined the MPO advisory boards.

Priority is also given to State emphasis areas in this updated UPWP. The following are the 2020 Florida Planning Emphasis Areas:

#### **Safety**

Safety has been a Federal planning priority over numerous iterations of the transportation legislation. As stated within the FAST Act planning factors, metropolitan areas should "increase safety for motorized and non-motorized users." The State of Florida has expanded on this concept further by becoming a Vision Zero area, with a stated goal within the Florida Transportation Plan of zero fatalities across the State's

transportation system. FDOT adopted their Strategic Highway Safety Plan in 2016, which provides more information about how the State intends to address transportation safety in the coming years.

Since the MPOs are being asked to report on and monitor their progress against their adopted safety performance measures, one of the ways this will be addressed is through Task 6: Transportation Systems Planning. This task includes a project that will update the Bicycle and Pedestrian Safety Action Plan to enhance the MPO's bicycle and pedestrian safety program and activities, including identifying safety problems and selecting optimal solutions. Another activity under this task will be to participate in Vision Zero Action initiatives to decrease the number of bicycle and pedestrian injuries and fatalities in Martin County. This approach would include the identification of safety needs in the LRTP and TIP. (These revisions are what is reflected in Task 6)

### **System Connectivity**

Connectivity is a concept that is emphasized both at the Federal and State levels. Within the FAST Act, one of the ten planning factors states, "enhance the integration and connectivity of the transportation system, across and between modes, for people and freight." Within the Florida Transportation Plan, system connectivity is addressed within four different goals. 1) Make our economy more competitive; 2) Increase opportunities for access to transit and other modes; 3) Provide a more efficient and mobile transportation system; and 4) Meet the needs of a growing and changing population.

A connected system is often more cost-effective and better able to address natural and manmade constraints. System connectivity is being considered within several contexts. First, the MPOs will emphasize connectivity within their boundaries to serve the unique needs of their urban and non-urban jurisdictions. One of the ways this will be addressed is through the selection of Transportation Alternative Program (TAP) projects to assure connectivity with existing and proposed projects. This requires coordination with different jurisdictions to identify their connectivity needs while also understanding how current and future land uses impact connectivity. Second, the MPO considers connectivity beyond their boundaries and emphasizes continuity on those facilities that link their MPO to other metropolitan and non-urban or rural areas. This is being addressed under Task 7: Special Project Planning. This project, the U.S. 1 Corridor Retrofit Project, will provide for connectivity and increased mobility options by providing multimodal transportation facilities including sidewalks, bicycle paths and lanes, and transit infrastructure. US-1 serves as the primary north-south arterial for the coastal communities of Martin St. Lucie and Indian River Counties since Interstate 95 shifts inland north of the Palm Beach County line. Balancing local/community multimodal objectives with the need to support longer-distance trip-making that occurs along the corridor is a critical component of this retrofit project. Third, connectivity includes multimodal linkages that are supportive of both passengers and freight. A connected network supports users traveling by a variety of modes, including first and last mile linkages. This is addressed with the recent Complete Streets: Access to Transit Study and the Freight and Goods Movement Plan. Recommendations from both these studies will be incorporated into the updates of the LRTP and TIP.

## Resilience

With the passage of the Fixing American's Surface Transportation (FAST) Act, resilience was introduced as a Federal planning factor: "Improve the resilience and reliability of the transportation system and mitigate stormwater impacts of surface transportation." Resilience is defined as the ability to adapt to changing conditions and prepare for, withstand, and recover from disruption. These conditions can encompass a wide variety of environmental, technological, economic, or social impacts.

MPOs have been informed that they can address resilience within their planning processes by leveraging tools such as the FHWA Resilience and Transportation Planning Guide and the FDOT Quick Guide: Incorporating Resilience in the MPO LRTP. One of the ways the Martin MPO will be addressing this is placing a particular emphasis on coordination with agency partners responsible for natural disaster risk reduction, or who are developing local resilience planning initiatives. The MPO is coordinating with Martin County Board of County Commission (BOCC) through their Resiliency Planning Group efforts. A Working Group made of members that consist Martin County Coastal Engineering, Ecosystem Restoration and Management, Office of Community Development, Surveying, and Growth Management Department, provide input on identified vulnerable neighborhoods, capital infrastructure, natural areas as well as implementation strategies with the Comprehensive Plan. The identified vulnerable local infrastructure will assist the MPO with addressing Resilience under Task 7: Special Project Planning. A study that addresses how resiliency/climate change impact the transportation system will provide recommendations on how to consider resiliency/climate change in the transportation planning process and consider the additional costs associated with reducing vulnerability of the existing transportation infrastructure. Proactive resiliency planning will help the MPO develop planning documents that are ultimately more realistic and cost-effective.

## Automated/Connected/Electric/Shared-use (ACES)Vehicles

FHWA and FDOT recognize that the transportation industry is in the midst of change from new technologies, such as ACES vehicles. The Martin MPO will address the potential impacts of ACES vehicles in its 2045 LRTP, referenced in Section III, Task 4. Safety, congestion, roadway design, and future investment demands are among the issues that need to be considered.

According to the Federal Highway Administration, as noted by FDOT's Office of Policy Planning Florida Planning Emphasis Areas - 2020, "Transportation is in the midst of disruptive change from new technologies (automated and connected vehicles); new institutions (shared mobility firms); and changing attitudes (reduced car ownership). Across the nation, transportation planners are under pressure to develop performance-oriented policies, plans, and investment decisions that consider an increasingly complex transportation landscape. In the process, planners need to consider, but cannot yet reliably predict, the potential impact of disruptive and transformational Connected Vehicle (CV) and Automated Vehicle (AV) technologies on safety, vehicle ownership, road capacity, VMT, land-use, roadway design, future investment demands, and economic development, among others. While some forms of CV and AV are already being deployed across the United States, significant unknowns exist regarding the rate of technology adoption, which types of technologies will prevail in the marketplace, the interaction between

CV/AV vehicles and various forms of shared mobility services, and the impacts of interim and widespread levels of CV/AV usage.”

Adopting and supporting innovative technologies and business practices supports all seven goals of the Florida Transportation Plan and the Federal planning factors found in the FAST Act. ACES may lead to great improvements in safety, transportation choices, and quality of life for Floridians, our visitors, and the Florida economy. The Martin MPO 2045 LRTP with the established deadline is scheduled to be adopted in December 2020 will also address the challenges and opportunities of ACES vehicles on transit, mobility, as well as freight and goods movement.

### 1.8 Soft Match Definition

- 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 this UPWP is \$163,364 for FY20/21 and \$121,718 for FY21/22 for a total soft match amount of \$285,082. Soft match was calculated using the following formula.

	<b>Total</b>	<b>PL (.8193)</b>	<b>Soft Match (.1807)</b>
<b>FY20/21</b>	\$904,064	\$740,700	\$163,364
<b>FY21/22</b>	\$673,593	\$551,875	\$121,718

## **SECTION II – ORGANIZATION AND MANAGEMENT**

The Martin MPO is a governmental entity that functions independently but is under the umbrella of Martin County host support systems through a contract for services agreement and in close coordination with the Martin County Public Works Department. The MPO is the primary agency for coordinating transportation planning activities effecting Martin County. A Policy Board composed of local elected officials directs activities of the MPO. Citizen and standing committee input are regularly solicited and obtained in the course of developing and carrying out MPO responsibilities. The following is a membership profile of the Policy Board and standing committees active in Martin MPO planning activities implemented through this UPWP.

### **2.1 Participants in the Transportation Planning Process**

#### **Metropolitan Planning Organization Policy Board**

The Martin Metropolitan Planning Organization Policy Board is an eight voting member Board responsible for establishing policies to guide MPO planning activities and projects. The following documents govern the characteristics of this Board: Title 23 USC 134(b), 23 CFR 450.306 and 311 (Federal) and Sec.339.175(2) FS (State). The make-up of the Board is as follows:

- Martin County: four Commissioners
- City of Stuart: two Commissioners
- Town of Sewall’s Point: one Commissioner
- Village of Indiantown: one Councilperson

The Florida Department of Transportation (FDOT) is not a voting member on the MPO Board and committees but serves in an advisory capacity.

#### **Technical Advisory Committee (TAC)**

The TAC is comprised of representatives of those agencies responsible for the planning and implementation of the transportation system within the Metropolitan Planning Area (MPA). This Committee provides a vital inter-governmental coordination function in addition to providing technical input to the MPO Policy Board. The 14 members are representatives of:

- Martin County Public Works Department
- Martin County Growth Management Department
- City of Stuart Planning Department
- City of Stuart Public Works Department
- Village of Indiantown
- Town of Sewall’s Point
- Town of Ocean Breeze Park
- Town of Jupiter Island
- Witham Airport Management
- Martin County Public Transit

- Treasure Coast Regional Planning Council
- Transportation Director - Martin County School Board
- Martin County Fire/Rescue (non-voting)
- Martin County Sheriff (non-voting)
- Florida DOT District IV Planning and Environmental Management Office (serves as a non-voting advisor)
- Florida DOT District IV Office of Modal Development (serves as a non-voting advisor)

### **Citizens' Advisory Committee (CAC)**

The purpose of this 12-person committee is to provide input to the MPO Policy Board and the planning process from a diverse geographic and demographic group of citizens. The members represent the following entities:

- Five appointed by each of the five Martin County Commissioners
- One appointed by the Stuart City Commission
- One appointed by the Sewall's Point Town Commission
- One appointed by the Jupiter Island Town Commission
- One appointed by the Village of Indiantown
- Three at large members; at least two of which represent either the disabled or age 65 or older, and a minority population

### **Bicycle and Pedestrian Advisory Committee (BPAC)**

This group is charged with providing public input to the MPO Policy Board on transportation planning needs and issues relating to bicycle routes, sidewalks and other non-motorized mobility facilities. The 16 members, 3 are non-voting, are appointed as follows:

- Five appointed by each of the five County Commissioners
- Two appointed by the City of Stuart City Commission
- One appointed by the Sewall's Point Town Commission
- One appointed by the Village of Indiantown Council
- Seven appointed by the MPO Administrator representing individuals with disabilities, merchants, the County Parks and Recreation Department, the bicycling community, the elderly, neighborhood associations and homeowner associations and a parent of a school child.
- Three non-voting members representing Martin County Sheriff's Office, the City of Stuart and Town of Sewall's Point Police Departments. FDOT serves as a non-voting advisor.

### **Local Coordinating Board for the Transportation Disadvantaged (LCB-TD)**

The mission of this Board is to guide mobility services through coordination of transportation services provided to the transportation disadvantaged through the Florida Commission for the Transportation

Disadvantaged (CTD) supported through the administration of Transportation Disadvantaged Trust Fund. The LCB is comprised of 18 members representing the following entities:

- MPO Policy Board (Chairperson)
- FDOT District IV Office of Modal Development
- Florida Department of Children and Families
- Florida Division of Vocational Rehabilitation or the Division of Blind Services representing the Department of Education
- The public education community (School Board of Martin County)
- The Florida Department of Veterans Affairs
- A representative for the economically disadvantaged, recognized by the Florida Association for Community Action (President)
- A disabled person representing the disabled in the County
- Two citizen advocate representatives in the county; one who must be a person who uses the transportation service(s) of the system as their primary means of transportation
- A person over sixty years of age representing the elderly in the County
- A representative for “children at risk”
- Florida Department of Elder Affairs
- Florida Agency for Health Care Administration (Medicaid)
- A representative of the Private Transportation Industry
- A representative of the Agency for Persons with Disabilities
- A representative of the Regional Work Force Development Board
- A representative of the local medical community, which may include, but not be limited to, kidney dialysis center, long term care facilities, assisted living facilities, hospital, local health department or other home and community based services, etc.

### **Treasure Coast Transportation Council**

As referenced in Governor Scott’s re-designation letter dated September 5, 2013, the Treasure Coast Transportation Council (TCTC) is an entity created to address regional transportation funding and priorities to meet the growing, cross-county travel demands. Officially established on April 10, 2006, membership is comprised of the Chairs and a second member of the Martin, St. Lucie and Indian River M/TPOs. The TCTC will meet on a reoccurring basis to address regional projects, including projects eligible for Transportation Regional Incentive Program (TRIP) funding. The meetings of the TCTC and its Treasure Coast Technical Advisory Committee (TCTAC) will be alternately hosted by the three MPOs on a rotating basis. The staff of the host M/TPO provides the support for the business of the meetings that are held.

### **2.2 MPO Agreements**

The MPO has executed agreements with State and local governments and agencies to promote a comprehensive, continuing, and cooperative (3-C) transportation planning process. All MPO agreements will be reviewed and updated for accuracy and applicability. The current agreements are listed below:

***Treasure Coast Transportation Council Interlocal Agreement - April 10, 2006***

This agreement involves the MPOs serving three counties: Martin, St. Lucie and Indian River, establishing the entity responsible for regional transportation planning activities and goals in the tri-county region referred to as the “Treasure Coast.”

***Staff Services Agreement - Executed October 16, 2007***

This agreement between the Martin MPO and Martin County for Staff Services provides professional services to carry out the terms of the Interlocal Agreement establishing the MPO and the Urbanized Area Transportation Planning Agreement between the MPO and the FDOT, and to provide personnel for the administration of the MPO.

***Interlocal Agreement for Creation of the Metropolitan Planning Organization – Executed April 7, 2015***

This is an agreement involving Martin County, the City of Stuart, the Town of Sewall’s Point and the FDOT, establishing the MPO as the entity responsible for conducting transportation planning activities in the MPA. It also sets authorities, responsibilities, membership, and other necessary features of the MPO.

***First Amendment to Interlocal Agreement for Creation of the Metropolitan Planning Organization – Executed February 7, 2019***

This First Amendment amends the Interlocal Agreement and includes the Village of Indiantown as a voting member.

***Standard Intergovernmental Coordination and Review Agreement (ICAR) - October 25, 2016***

This agreement between the MPO, Martin County, the Treasure Coast Regional Planning Council and the FDOT and sets forth mutually agreeable procedures for carrying out applicable Federal and State laws.

***Public Transportation Grant Agreement for FTA Section 5305(d) Planning Funds – Executed December 21, 2018 and amended on October 4, 2019.***

The Federal Transportation Administration (FTA) Section 5305(d) Grant Program provides funding for the planning activities that aid in the financing of transit planning, transportation disadvantaged planning and other tasks specified in the Martin MPO Unified Planning Work Program (UPWP). FTA Section 5305(d) funds are first apportioned to the Florida Department of Transportation (FDOT), and FDOT then distributes these planning funds to the MPO’s through a Joint Grant Agreement between the MPO and FDOT.

***MPO Agreement for FHWA Planning (PL) Funds for FY19 and FY20 – Executed June 14, 2018 expires and is replaced every 2 years. Next agreement anticipated to be executed no later than June 30, 2020.***

This agreement between the FDOT and the MPO provides for the administration of all “pass through” PL funds to the MPO. It identifies the responsibilities and outlines the requirements that must be met to

receive these FHWA program funds, effective July 1, 2018 - June 30, 2020. This UPWP is Exhibit “A” of the MPO Agreement. All FHWA funded planning agreements will be in the form of a single agreement going forward. MPO Agreement for FHWA Planning (PL) Funds for FY21 and FY22 will be Executed before July 1, 2020.

### **2.3 Operational Procedures and Bylaws**

The Martin MPO operates under a duly adopted set of By-Laws and in conformance with all applicable Federal, State and local, laws, rules, regulations and procedures. With recommendations from its advisory committees, the MPO Policy Board approves operating By-Laws and any revisions to them. The By-Laws describe membership composition, voting status and procedures of the MPO Policy Board and its advisory committees. These groups generally follow Roberts Rules of Order in the conduct of its meetings.

Martin County provides support services (legal, financial, purchasing, and others). The MPO staff positions consist of an MPO Administrator, Senior Planner, Planner, Associate Planner, an Administrative Assistant, and a part-time employee to provide financial support. Consultant services are purchased as needed and affordable within budget constraints.

The Official Records of the MPO are maintained in the MPO Administrative Office located at the Willoughby Commons Plaza at 3481 SE Willoughby Boulevard, Suite 101, Stuart, FL 34994. All of the MPO records are available for public inspection during normal business hours.

The Martin MPO’s operational procedures fully comply with the Public Records laws and the Sunshine Laws of the State of Florida. The MPO operates under applicable rules and procedures set forth by Martin County, the State of Florida, and the Federal Government.

### **2.4 Forms, Certifications and Assurances**

Annually, the State and the MPO are required to certify to the FHWA and FTA that the planning process is addressing the major issues facing the Metropolitan Planning Area and that it is being conducted in accordance with all applicable requirements of:

- Section 134 of Title 23, United States Code (Metropolitan Planning),
- Section 5305(d) of the Federal Transit Act,
- Section 450.334 of Title 23, Code of Federal Regulations (Certification),
- Sections 174 and 176 (c) & (d) of the Clean Air Act,
- Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by the State,
- Provisions of the American Disabilities Act of 1990 and the United States Department of Transportation (USDOT) regulations (“Transportation for Individuals with Disabilities”),
- All applicable provisions and corresponding regulations identified in current Federal legislation.

FHWA and FTA conduct Federal certification reviews of MPOs designated for census urbanized areas that are also TMAs (i.e., greater than 200,000 in population). The most recent Federal Certification Report for the Martin MPO -- as part of the Port St. Lucie TMA -- was presented to the MPO Policy Board for close-out in December 2017. The Martin MPO received certification from FHWA through September 2021. Federal law and regulation requires FDOT and the MPO to jointly certify the transportation planning process for the metropolitan area, on an annual basis. Recommendations identified in the Federal and State certifications are addressed throughout this UPWP in various tasks. The Assurances for the Martin MPO are in the Appendices.

## 2.5 Planning Factors and Task Matrix

MAP-21 identifies the planning factors to be considered that shall:

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 nonmotorized users.
3. Increase the security of the transportation system for motorized and nonmotorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the 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.

The FAST Act carries forward the above-listed planning factors and also provides for consideration of projects and strategies that will:

9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation.
10. Enhance travel and tourism.

In addition, the State Planning Emphasis Areas (PEAs) in Florida include:

11. Safety
12. System Connectivity
13. Resilience
14. ACES (Automated/Connected/Electric/Shared-use) Vehicles

## Task Matrix

Work Element Tasks	1	2	3	4	5	6	7	8	9	10	11	12	13	14
<b>Task 1: UPWP and Organization Administration</b>														
Program Management	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Unified Planning Work Program (UPWP) Development	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Task 2: Public Involvement</b>														
Public Involvement and Outreach	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Task 3: Data Collection</b>														
Land Use and Socio-economic Data Analysis	X				X	X	X	X				X		
Traffic Count and Transportation Data Collection and Analysis	X	X				X	X	X	X		X	X	X	X
<b>Task 4: Long Range Transportation Plan</b>														
Long Range Transportation Plan	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Task 5: Transportation Improvement Program</b>														
Transportation Improvement Program	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Task 6: Transportation Systems Planning</b>														
Bicycle, Pedestrian and Greenways Planning	X	X		X	X	X	X	X	X	X	X	X	X	X
Transit Planning	X	X		X	X	X	X	X	X	X	X	X	X	X
Congestion Management Process/Livability Process	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Freight and Intermodal Planning	X	X	X	X	X	X	X	X	X		X	X	X	X
<b>Task 7: Special Project Planning</b>														
Regional Transportation Planning and Coordination	X	X	X	X	X	X	X	X	X	X	X	X	X	X
US-1 Corridor Retrofit Project	X	X		X	X	X	X	X	X	X	X	X	X	X
Resiliency/Climate Change Impact	X	X	X	X	X	X	X	X	X		X		X	

### **SECTION III – UPWP WORK PROGRAM TASKS**

TASK 1: UPWP AND ORGANIZATION ADMINISTRATION

TASK 2: PUBLIC INVOLVEMENT AND OUTREACH

TASK 3: DATA COLLECTION

TASK 4: LONG RANGE TRANSPORTATION PLAN

TASK 5: TRANSPORTATION IMPROVEMENT PROGRAM

TASK 6: TRANSPORTATION SYSTEMS PLANNING

TASK 7: SPECIAL PROJECT PLANNING

## TASK 1: UPWP and Organization Administration

### Program Management and Unified Planning Work Program (UPWP) Development

#### Purpose:

To support, coordinate and administer, a continuing, comprehensive and cooperative transportation planning process for the Martin Metropolitan Planning Area (MPA), and coordinate with the planning, goals and processes of other transportation planning entities in the Treasure Coast Region. The includes to prepare and monitor, as needed, the Two-year, FY20/21 - FY21/22 UPWP, reflecting a program of planning activities and financial support for the activities to be undertaken during this period. The Martin MPO will adhere to all Federal, State and local, laws, rules, regulations, procedures and guidelines, as applicable. This includes reviewing and updating all agreements as needed and requested by FDOT, FHWA, the Governor's office or local municipality.

#### Previous Work:

The MPO provided technical and administrative support to local and regional planning and public transit efforts, MPO Board and advisory committees including attendance and minutes of meetings. Administrative activities also involve preparation and coordination of various assessments, creation of planning documents, and reviews and studies required to assure legal, regulatory and procedural compliance with local, State and Federal laws, rules, regulations, procedures and guidelines applicable to activities supported by transportation funding. Intergovernmental liaison responsibilities fall under this area of responsibility. These Administrative and Intergovernmental activities have been carried out. Created monthly progress reports, financial status reports, and monthly invoices. Completed State Certification with no corrected actions. Workshops and training sessions were attended to facilitate the above activities. Preparation, adoption, development and revision of the FY18/19 - FY19/20 UPWP and all previous fiscal years since 1994

#### Required Activities:

- Provide technical assistance to the MPO Policy Board and appropriate committees;
- Scheduling and arrangements for facilities to conduct training, inter-agency meetings, CAC, TAC, BPAC, MPO Policy Board, and TCTC meetings and others;
- Create and distribute materials (meeting minutes, notifications, agendas, packets, schedules, documents, etc.) for meetings;
- Provide staff support to joint meetings with the St. Lucie, Indian River, and Palm Beach MPOs;
- Coordinate with FDOT, TCRPC, St. Lucie TPO, Indian River County MPO, Palm Beach TPA; local governments, CRAs, Chambers of Commerce and other entities, as appropriate and as needed;
- Participate in the process to achieve annual State Certification of the MPO;
- Participate in the process to achieve Federal Review Certification;
- Review and update agreements;

- Review and update the Continuity of Operations Plan (COOP) to consider pandemic scenarios, including alternative technology software and strategies for public participation/attendance, consistent with the strategies identified in the Public Involvement Plan (PIP);
- Prepare Grant Quarterly Progress Reports and invoices;
- Fiscal accounting and invoicing completed for MPO; Martin MPO UPWP FY20/21 - FY21/22
- Maintain financial records including an annual audit as required by 23 CFR 420.121; the audit will be performed in accordance with 49 CR 18.26, OMB Circular A133 and Section 215.97 FS;
- MPO Administrator and Board member attendance at quarterly meetings of the MPO Advisory Council (MPOAC) and regional planning and transportation forums;
- Board members attendance at the MPOAC Weekend Institute;
- Attend workshops, conferences and training sessions to facilitate the planning process and provide staff with the necessary education to maintain and acquire professional certifications; including geographic information systems, transportation planning, congestion management, public involvement, modeling, community livability/sustainability and other relevant subjects;
- Monitoring and administering the activities of the General Planning Consultants to provide assistance to staff on a task order basis and assist the MPO with required work products;
- Select (based on qualifications) and contract with one or more consulting firms (General Planning Consultants (GPC)) to provide assistance to staff on a task order basis and assist the MPO with required work products since current GPC contract ends January 29, 2022;
- Purchase office supplies and purchase/lease equipment to ensure efficiency in MPO activities.
- Purchase office furniture;
- Purchase new and update existing software to enable maximize staff productivity and allow a multitude of capabilities;
- Purchase and update equipment to enable capable record and reference storage;
- Maintaining and updating the MPO's website;
- Amending Plans and Programs for compliance with Performance Measure requirements (in support of the Planning Emphasis Area on Performance Measures);
- Review and update agreements;
- Prepare FDOT Quarterly Progress Reports and invoices;
- Implement the FY20/21 – FY21/22 UPWP;
- Develop the FY22/23 – FY23/24 UPWP, submit draft documents to review agencies and incorporate comments into final UPWP;
- Process amendments to the adopted UPWP as necessary;
- Process budget revisions to the adopted UPWP as necessary;
- Coordinate with neighboring MPOs;
- Monitor and prepare for the release of 2020 U.S. Census results in anticipation of participating in the post-census designation/reaffirmation process for metropolitan planning organizations. (See Task 3);
- Closeout of FY2018/19-FY19/20 UPWP.

Responsible Agencies:

Martin MPO

Products and Schedule:

- |   |                          |
|---|--------------------------|
| • Office Supplies & Equipment Purchase/Lease                      | As Needed                |
| • Office Furniture Purchase                                       | As Needed                |
| • Software Purchase   | As Needed                |
| • Policy Board Meetings, Packets, Minutes, Agendas                | Bi-Monthly & As Needed   |
| • Advisory Committee Meetings, Packets, Minutes, Agendas          | Bi-Monthly & As Needed   |
| • Arrangements for Training & Meeting Rooms                       | As Needed                |
| • Regional Coordination   | As Needed                |
| • Collaborative Meetings  | As Needed                |
| • Annual State Certification Review                               | 2021 & 2022              |
| • Federal Review Certification                                    | FY20/21 & FY21/22        |
| • Annual Audit  | November 2020 & 2021     |
| • Financial and Other Record Keeping                              | Ongoing                  |
| • Progress Reports and Invoices                                   | Quarterly                |
| • Workshops and Training  | As Needed                |
| • MPOAC Meetings  | Quarterly & As Needed    |
| • Performance Measure Compliance                                  | Ongoing                  |
| • Conduct Annual Review of COOP                                   | Feb 2021 & Feb 2022      |
| • FY20/21 – FY21/22 Amendments/Modifications                      | As Needed                |
| • Progress Reports  | Quarterly                |
| • FY22/23 – FY23/24 UPWP Kickoff Meeting                          | December 2021            |
| • FY22/23 – FY23/24 Draft UPWP submitted to FDOT                  | March 15, 2022           |
| • FY22/23 – FY23/24 Draft UPWP to Advisory Committees & MPO Board | April & May 2022         |
| • Meetings with St. Lucie and Indian River T/MPOs                 | As Needed                |
| • Open Comment Period   | March 16 - Apr. 17, 2022 |
| • Final Submittal to FDOT   | May 15, 2022             |
| • Closeout of FY18/19-FY19/20 UPWP                                | November 2020            |

<b>Task 1: UPWP and Organization Administration Estimated Budget Detail for FY20/21</b>						
<b>Budget Category &amp; Description</b>	<b>FHWA (PL)</b>	<b>FTA 5305(d)</b>	<b>FTA State Match</b>	<b>FTA Local Match</b>	<b>Trans. Disadvantaged</b>	<b>Total</b>
<b>A. Personnel Services</b>						
MPO staff salaries, fringe benefits, and other deductions	\$80,000					
<b>Subtotal:</b>	<b>\$80,000</b>					<b>\$80,000</b>
<b>B. Consultant Services</b>						
Contract/Consultant Services	\$27,000					
<b>Subtotal:</b>	<b>\$27,000</b>					<b>\$27,000</b>
<b>C. Travel</b>						
Travel/Training	\$22,500					
<b>Subtotal:</b>	<b>\$22,500</b>					<b>\$22,500</b>
<b>D. Other Direct Expenses</b>						
Advertising	\$3,250					
Membership, Reference Publications	\$1,000					
Computer/Equipment	\$2,000					
County Administrative and Event charges	\$500					
Meeting Rooms/ Communications	\$750					
Office Furniture	\$1,500					
Office Supplies	\$2,000					
Postage and Freight	\$500					
Printing and Binding Services	\$6,000					
Software	\$2,500					
Vehicle Expenses	\$10,000					
<b>Subtotal:</b>	<b>\$30,000</b>					<b>\$30,000</b>
<b>Total:</b>	<b>\$159,500</b>					<b>\$159,500</b>

<b>Task 1: Budget Category Description Detail FY20/21</b>	
<b>Consultant/Contract Services</b>	
Professional Services Contract	Provide professional assistance to staff and assist the MPO with required work products. Professional assistance support may include, but not be limited to, the following: assisting the MPO with public involvement efforts, outreach initiatives, and safety campaigns; pursue grant funding for non-motorized transportation projects and preparation of grant applications; evaluate projects on the Electronic Review Comments (ERC) System for their impact on bicycle and pedestrian facilities; attend meetings; assist with Federal Review Certification, perform GIS analysis and mapping for bicycle and pedestrian hotspot areas; and other professional assistance support tasks described in the MPO's adopted UPWP.

<b>Task 1: UPWP and Organization Administration</b>						
<b>Estimated Budget Detail for FY21/22</b>						
<b>Budget Category &amp; Description</b>	<b>FHWA (PL)</b>	<b>FTA 5305(d)</b>	<b>FTA State Match</b>	<b>FTA Local Match</b>	<b>Trans. Disadvantaged</b>	<b>Total</b>
<b>A. Personnel Services</b>						
MPO staff salaries, fringe benefits, and other deductions	\$95,000					
<b>Subtotal:</b>	<b>\$95,000</b>					<b>\$95,000</b>
<b>B. Consultant Services</b>						
Contract/Consultant Services	\$8,000					
<b>Subtotal:</b>	<b>\$8,000</b>					<b>\$8,000</b>
<b>C. Travel</b>						
Travel/Training	\$18,375					
<b>Subtotal:</b>	<b>\$18,375</b>					<b>\$18,375</b>
<b>D. Other Direct Expenses</b>						
Advertising	\$3,250					
MPO APTA membership, Reference Publications	\$1,000					
Computer/Equipment	\$2,000					
County Administrative and Event charges	\$500					
Meeting Rooms/Communications	\$750					
Office Furniture	\$1,500					
Office Supplies	\$2,000					
Postage and Freight	\$500					
Printing and Binding Services	\$6,000					
Software	\$2,500					
Vehicle Expenses	\$10,000					
<b>Subtotal:</b>	<b>\$30,000</b>					<b>\$30,000</b>
<b>Total:</b>	<b>\$151,375</b>					<b>\$151,375</b>

<b>Task 1: Budget Category Description Detail FY21/22</b>	
<b>Consultant/Contract Services</b>	
Professional Services Contract	Provide professional assistance to staff and assist the MPO with required work products. Professional assistance support may include, but not be limited to, the following: assisting the MPO with public involvement efforts, outreach initiatives, and safety campaigns; pursue grant funding for non-motorized transportation projects and preparation of grant applications; evaluate projects on the Electronic Review Comments (ERC) System for their impact on bicycle and pedestrian facilities; attend meetings; assist with Federal Review Certification, perform GIS analysis and mapping for bicycle and pedestrian hotspot areas; and other professional assistance support tasks described in the MPO's adopted UPWP.

## TASK 2: Public Involvement and Outreach

### Purpose:

To ensure citizen participation in the transportation planning process. This involves presenting information to the citizens and soliciting input and using it to continually revise and refine proposed programs, plans and projects. These efforts include ensuring that population groups and geographic areas have opportunities to provide input on transportation planning and have access to and be involved in the MPO decision-making process.

### Previous Work:

The MPO has worked to improve its public access to information through several avenues. The MPO website continues to include an interactive calendar, regular links to MPO surveys, major plans and programs and opportunities for public suggestions.

The Interactive TIP web-application is used as a means of allowing users to download current and past TIP documents, search for projects on a map, and customize project reports. This consisted of an improved mapping system for ease of use by the public. Because it utilizes the FDOT Central Office project database, real-time information is readily-available. In addition, comment sheets were made available at all local libraries and the County Administration Building during the TIP comment period.

As part of the 2045 LRTP outreach, consultants and staff established and maintained a project website, as well as a Facebook page “Martin in Motion”. Instead of workshops, consultants and staff continued the stage set for past public involvement planning studies and held Open Houses where attendees could provide input by participating in various activities whether they stayed 10 minutes or for the full duration of the event. Such Open Houses included the Complete Streets: Access to Transit Study, City of Stuart Downtown Tram Business Plan Study, Mobility/Multimodal Fee Study and the 2045 Long Range Transportation Plan. For example, Open House attendees were given Martin Mobility Bucks to “spend” on transportation projects that they wished to see funded. At the Complete Streets: Access to Transit Study Open House, the public utilized StreetMix software which allowed individuals to virtually implement improvements on existing streets. They also recommended transportation improvements by using an interactive GIS mapping station. All input was recorded and included in the public involvement section of the respective studies.

Staff reviewed and updated the Public Involvement Plan (PIP) as well as annually reviewed the Title VI/Nondiscrimination Policy and Plan to ensure Federal compliance. The MPO Policy Board approved the updates as well as the 2018 and 2019 PIP Annual Reports.

In late 2018 and early 2020, the MPO conducted outreach initiatives and held two Safety Campaigns to target diverse groups of individuals and promote safe walking and bicycling in parking lots and on busy roadway corridors. In October 2018, a safety campaign was held in Downtown Stuart as part of FDOT’s Mobility Week to teach parking lot safety. Representatives from South Florida Commuter Services (SFCS) also attended and assisted MPO staff with educating residents on the dangers and proper ways to walk

through parking lots when entering and leaving their cars or walking through the site. In January 2020 a second campaign was held at the intersection of Monterey Road and Kanner Highway near Martin County High School in Stuart to focus on safe roadway crossing habits. In addition to safety campaigns, staff participated in the 2018 & 2019 National Walk to School Days, 2018 & 2019 National Bike to School Days and Bike to Work Days held in March of both years. All areas consist of Limited English Proficient (LEP) populations and were selected as one of the reasons. Representatives from South Florida Commuter Services (SFCS), Safe Kids Coalition and Florida Department of Transportation (FDOT) also attended to promote safe walking and bicycling and the Alert Today, Alive Tomorrow message. Bags containing informational materials in both English and Spanish were distributed during a two hour timeframe for all events. Overall, 150 individuals received safety bags at the Parking Lot Safety campaign and 50 bags were distributed at the Martin County High School Intersection campaign.

Required Activities:

- Public Involvement Plan (PIP) Major Update;
- Review PIP and prepare PIP Annual Report;
- Attend Title VI, ADA and public involvement training;
- Title VI Plan Review and Update;
- Maintain MPO Website to disseminate information;
- Attend Community Redevelopment Area (CRA), Neighborhood Advisory Committee (NAC) meetings and other community meetings;
- Create newsletters and brochures to inform the public of MPO activities;
- Participate in community events and meetings;
- Social Media outreach.

Responsible Agencies:

Martin MPO

Products and Schedule:

- |  |                      |
|--|----------------------|
| • Documentation of public involvement efforts          | Ongoing              |
| • Committee meetings                                   | Ongoing              |
| • Website maintenance                                  | Ongoing              |
| • PIP Major Update                                     | FY20/21 & FY21/22    |
| • PIP Review and Annual Report                         | February 2021 & 2022 |
| • Attend Title VI, ADA and public involvement training | Ongoing              |
| • Title VI Plan Review and Update                      | FY20/21 & FY21/22    |
| • Bicycle and Pedestrian Safety Education              | Ongoing              |
| • Social Media outreach                                | Ongoing              |

Task 2: Public Involvement and Outreach Year 1 – FY20/21						
Budget Category & Description	Funding Sources					
	FHWA (PL)	FCTD	FTA 5305(d)	FTA State Match	FTA Local Match	Total
MPO staff salaries, fringe benefits, and other deductions	\$53,000					
Consultant/Contract Services	\$80,000					
<b>Total:</b>	<b>\$133,000</b>					<b>\$133,000</b>

Task 2: Public Involvement and Outreach Year 2 – FY21/22						
Budget Category & Description	Funding Sources					
	FHWA (PL)	FCTD	FTA 5305(d)	FTA State Match	FTA Local Match	Total
MPO staff salaries, fringe benefits, and other deductions	\$46,000					
Consultant/Contract Services	\$7,000					
<b>Total:</b>	<b>\$53,000</b>					<b>\$53,000</b>

Task 2: Budget Category Description Detail	
<b>Consultant/Contract Services</b>	
Public Involvement Plan (PIP) Major Update	Provide consultant services to prepare the Public Involvement Plan (PIP) Major Update that includes, but not limited to: Comply with the requirements and guidelines of the State and Federal Regulations; identify the public that should be involved in transportation planning process, inform the public about the transportation planning process, assist in involving the public in the transportation planning process; describe a public involvement process for the review of MPO documents and plans; describe varied public involvement activities and procedures that will be undertaken by the MPO; outline an implementation strategy for activities and procedure; establish performance measures to assess the effectiveness of the public involvement activities and procedures and establish methods to be used for reporting the results of the public involvement activities and procedures.

## TASK 3: Data Collection

### Land Use and Socio-economic Data Analysis and Traffic Count and Transportation Data Collection & Analysis

#### Purpose:

To support data collection efforts that address multimodal planning, including land use, roadway, rail, transit, and bicycle/pedestrian. To analyze social and economic factors as well as the use of land during the planning process. To maintain the traffic volume, turning movements and crash databases on the public roadway network impacting the MPA; and to support data collection efforts that address multimodal planning, including land use, roadway, rail, transit, and bicycle/pedestrian. Task is also funded through in-kind contributions made by Martin County.

#### Previous Work:

MPO staff used the 2017 Community Characteristics Report to provide a better understanding of our local communities and contained descriptions of MPO Planning Areas based on Minority, Senior Citizen, Poverty, No Vehicle, and Limited English Proficiency (LEP) populations and households. The report helped the MPO follow the requirements as set forth in Title VI of the Civil Rights Act of 1964, and Executive Orders 12898 and 13166.

Coordinated with FDOT's modeling consultant to ensure data accuracy during the validation process of the Treasure Coast Regional Planning Model 5 (TCRPM5) which is being used in the development the 2045 LRTP .

Coordinated with Martin County's new municipality, the Village of Indiantown, during the development of its new comprehensive plan.

Martin County Public Works Department continued to gather traffic count data so that Average Annual Daily Traffic (AADT) counts could be calculated for the collector and arterial roadway system within the MPA. The data was used to help plan roadway improvements that further the safety and security of the system. Data was also provided during the validation of the Treasure Coast Regional Planning Model, which is being used in the development of the 2045 LRTP. The 2045 LRTP will include the MPO's Congestion Management Process (CMP) Major Update.

MPO staff collected and analyzed crash data using the web-based database Signal Four Analytics, managed by the University of Florida. This crash database was used to collect the crash hotspots in relation to bicyclists and pedestrians.

#### Required Activities:

- Coordinate with local governments, during the comprehensive plan updates.
- Conduct GIS analyses and review census data to assist in planning for alternative modes of transportation.

- Acquire big data (such as Origin/Destination, travel time, travel speed, and travel volumes) to support the validation and calibration of the regional model to support the metropolitan transportation planning process;
- Identify locations with high number of traffic crashes (including bike and pedestrian crashes) for safety improvements working with FDOT and Martin County;
- Update the Community Characteristic Report to provide a better understanding of our local communities and attain meaningful descriptions of MPO Planning Areas based on Minority, Senior Citizen, Poverty, No Vehicle, and Limited English proficiency (LEP) populations and households. Results of the 2020 U.S. Census will be used for this report;
- Work with County's Traffic Division to access and analyze traffic count data including land use, roadway, rail, transit, and bicycle/pedestrian counts;
- Collect and analyze crash data;
- Collect and analyze bicycle and pedestrian counts and crash data as indicated in Task 6;
- Assist in compiling and analyzing data to identify connectivity gaps in the bus service and consider long term improvements as indicated in Task 6.

Responsible Agencies:

Martin MPO

Martin County Public Works

Products and Schedule:

- |   |         |
|---|---------|
| • Local Government Coordination           | Ongoing |
| • Plans and Development Review            | Ongoing |
| • GIS Analyses and Census Data Review     | Ongoing |
| • Community Characteristics Report update | FY21/22 |
| • Bicycle/Pedestrian Data Collection      | Ongoing |
| • Level of Service review                 | Ongoing |
| • Traffic Counts                          | Ongoing |
| • Review Databases                        | Ongoing |

<b>Task 3: Data Collection Year 1 – FY20/21</b>					
<b>Budget Category &amp; Description</b>	<b>Funding Sources</b>				
	FHWA (PL)	FTA 5305(d)	Martin County in-kind contribution	Trans. Disadvantaged	Total
MPO staff salaries, fringe benefits, and other deductions	\$30,000		\$96,810		\$126,810
<b>Total:</b>	<b>\$30,000</b>		<b>\$96,810</b>		<b>\$126,810</b>
<b>Task 3: Data Collection Year 2 – FY21/22</b>					
<b>Budget Category &amp; Description</b>	<b>Funding Sources</b>				
	FHWA (PL)	FTA 5305(d)	Martin County in-kind contribution	Trans. Disadvantaged	Total
MPO staff salaries, fringe benefits, and other deductions	\$40,000		\$96,810		\$136,810
Consultant/Contract Services	\$18,000				\$18,000
<b>Total:</b>	<b>\$58,000</b>		<b>\$96,810</b>		<b>\$154,810</b>

<b>Task 3: Budget Category Description Detail</b>	
<b>Consultant/Contract Services</b>	
Community Characteristic Report	Update the Community Characteristic Report to provide a better understanding of our local communities and attain meaningful descriptions of MPO Planning Areas based on Minority, Senior Citizen, Poverty, No Vehicle, and Limited English proficiency (LEP) populations and households. Results of the 2020 U.S. Census will be used for this report.

## TASK 4: Long Range Transportation Plan

### Purpose:

The Long Range Transportation Plan (LRTP) is developed to cover a 20-year planning horizon and is updated and adopted every five years. The intent and purpose of the LRTP is to ensure that a continuous, cooperative, and comprehensive transportation planning process follows all Federal, State and local rules and regulations. This long-range process encourages and promotes the safe and efficient management, operation, and development of a multimodal transportation system that serves the mobility needs for both people and freight, while simultaneously minimizing fuel-consumption and air pollution.

### Previous Work:

*Moving Martin Forward*, the Martin MPO 2040 LRTP, was adopted on December 14, 2015 with a multimodal focus. Since adoption, the Martin MPO has amended the Plan to include the SR76/Kanner Highway from CR 711/Pratt Whitney Road to SW Locks Road widening project as well as to include a grade separation of Monterey Road at the FEC Railroad in the Multimodal Cost Feasible Plan, resulting from the FEC Railroad Grade Separation Feasibility Study the MPO conducted in FY16/17.

MPO staff also participated in the Treasure Coast Regional Planning Model (TCRPM5) validation process.

FDOT conducted a 2017 Treasure Coast Regional Household Travel Survey which provided detailed travel patterns from Martin, St. Lucie and Indian River County residents. Martin MPO staff assisted with spreading the word through the MPO website and also attended project meetings with FDOT staff and the consultant.

### Required Activities:

- Implement 2040 LRTP projects;
- Finalize the 2045 Long Range Transportation Plan, *Martin in Motion*. The 2045 LRTP is under development and is scheduled for adoption in FY20/21;
- Incorporate Resiliency/Climate Change Impact into the 2045 LRTP and the need to a separate study for impacts on the transportation system;
- Coordinate with other agencies to implement projects identified in the adopted LRTP;
- Amendments to adopted LRTP;
- Collect and update socioeconomic and travel data to be used for the Treasure Coast Regional Planning Model 5 (TCRPM5) update;
- Implementation of new FHWA Performance Measures in the Long Range Transportation Plan
- ACES data review and analysis;

### Responsible Agencies:

Martin MPO

Products and Schedule:

- Implement 2040 LRTP Projects Ongoing
- Amend adopted LRTP As Needed
- Attend Model Task Force meetings Ongoing
- Performance Measure implementation Ongoing
- 2045 LRTP development FY20/21
- 2045 LRTP adoption FY20/21

Task 4: Long Range Transportation Plan Year 1 – FY20/21						
Budget Category & Description	Funding Sources					
	FHWA (PL)	FCTD	FTA 5305(d)	FTA State Match	FTA Local Match	Total
MPO staff salaries, fringe benefits, and other deductions	\$30,000					
Consultant/Contract Services	\$44,000					
Other Agency						
<b>Total:</b>	<b>\$74,000</b>					<b>\$74,000</b>

Task 4: Long Range Transportation Plan Year 2 – FY21/22						
Budget Category & Description	Funding Sources					
	FHWA (PL)	FCTD	FTA 5305(d)	FTA State Match	FTA Local Match	Total
MPO staff salaries, fringe benefits, and other deductions	\$20,000					
Consultant/Contract Services						
Other Agency						
<b>Total:</b>	<b>\$20,000</b>					<b>\$20,000</b>

Task 4: Budget Category Description Detail	
<b>Consultant/Contract Services</b>	
2045 LRTP	Finalize the 2045 Long Range Transportation Plan, <i>Martin in Motion</i> . The 2045 LRTP is under development and is scheduled for adoption in FY20/21.

## TASK 5: Transportation Improvement Program

### Purpose:

To develop an annual list of project priorities, serving as the basis of this five-year capital improvement plan. The project priorities will be coordinated and maintained in a single document reflecting Federal, State, and local funding levels for the Martin County Area.

### Previous Work:

The MPO has prepared a TIP and a priority projects list each fiscal year since FY 1994. The MPO has annually reviewed FDOT's Draft Tentative Five-year Work Program and has coordinated with FDOT. The MPO has also coordinated with local municipalities to include the Capital Improvement Programs. The completed TIP's are submitted to FDOT. Staff worked with FDOT and District 4 MPO's to develop the Interactive TIP.

### Required Activities:

- Develop annual List of Project Priorities;
- Review and endorse FDOT's Draft Tentative Work Program;
- Develop annual TIP;
- Utilize Interactive TIP tool;
- Amendments to TIP/STIP;
- Coordinate with FDOT to ensure consistency with NEPA and ETDM Program Screen;
- Coordinate with local governments on TIP projects;
- Implementation of new FHWA Performance Measures in the Transportation Improvement Program;
- Adoption of new TAM targets and inclusion into the TIP.

### Responsible Agencies:

Martin MPO

### Products and Schedule:

- |   |                        |
|---|------------------------|
| • Development of Project Priorities                                 | FY20/21 & FY21/22      |
| • Submittal of Project Priorities to FDOT                           | FY20/21 & FY21/22      |
| • Review and Endorsement of FDOT's Five-Year Tentative Work Program | FY20/21 & FY21/22      |
| • Develop Annual TIP  | FY20/21 & FY21/22      |
| • Publish Public Hearing of DRAFT TIP                               | Spring 2021 & 2022     |
| • Advisory Committee Reviews  | May & June 2021 & 2022 |
| • Annual Publication of the Federally Funded Project Listing        | 2021 & 2022            |
| • MPO Approval  | June 2021 & 2022       |
| • ETDM Training and Study   | Ongoing                |
| • Transportation Improvement Program (TIP) amendments               | As Needed              |
| • Utilize Interactive TIP tool                                      | FY20/21 & FY21/22      |
| • Coordination & Training for Interactive TIP Tool                  | As Needed              |

- Performance Measure implementation
- Adoption of new TAM targets and inclusion into the TIP

Ongoing  
FY20/21

Task 5: Transportation Improvement Program Year 1 – FY20/21						
Budget Category & Description	Funding Sources					
	FHWA (PL)	FCTD	FTA 5305(d)	FTA State Match	FTA Local Match	Total
MPO staff salaries, fringe benefits, and other deductions	\$20,000					
Consultant/Contract Services	\$7,200					
<b>Total:</b>	<b>\$27,200</b>					<b>\$27,200</b>

Task 5: Transportation Improvement Program Year 2 – FY21/22						
Budget Category & Description	Funding Sources					
	FHWA (PL)	FCTD	FTA 5305(d)	FTA State Match	FTA Local Match	Total
MPO staff salaries, fringe benefits, and other deductions	\$20,000					
Consultant/Contract Services	\$7,200					
<b>Total:</b>	<b>\$27,200</b>					<b>\$27,200</b>

Task 5: Budget Category Description Detail	
<b>Consultant/Contract Services</b>	
Interactive TIP	The Interactive TIP represents a tool for all TIP users, especially the general public to better and easier find and review TIP projects and to better keep track of the federal, state and local funds. Consulting services include data base management, hosting of the Interactive TIP and data transfer from FDOT's Work Program.

## TASK 6: Transportation Systems Planning

### Bicycle, Pedestrian and Greenways Planning, Transit Planning, Congestion Management/Livability Planning, and Freight and Intermodal Planning

#### Purpose:

To implement a comprehensive approach to developing and implementing a bicycle, pedestrian, and greenways system, transit and complete streets system including freight and an intermodal system into the transportation system throughout Martin County while managing congestion and creating livable communities. To develop, implement and maintain the MPO's Congestion Management Process (CMP) including implementation of CMP projects which support all modes of transportation. Collaborating with FDOT's Planning & Environmental Management (PEMO) staff on their CMP results and recommendations from their Districtwide Congestion Assessment effort.

#### Previous Work:

Developed a Bicycle and Pedestrian Facilities Map, a color, double-sided 24"x36" map that folds roughly 5"x8" in size, which illustrates the following existing facilities: sidewalks along main roads, bike lanes, paved shoulders, multi-modal paths and points of interest on one side. On the other side the map includes safety tips, bicycle laws and different bicycle facility types. The Map serves as a reference for cyclists and pedestrians for traveling on the roadway in Martin County, as determined through data analysis, interagency coordination, and public involvement. The Map included a web-based application for an interactive map of the existing and future facilities and points of interest.

Conducted bicycle and pedestrian planning projects and activities throughout the County including Mobility Week, Bike to Work Day and miscellaneous Safety Campaigns while partnering with the City of Stuart, Safe Kids Coalition, Florida Department of Transportation (FDOT) and South Florida Commuter Services (SFCS).

Participated in Walk-to-School Day events with three local elementary schools while partnering with the Stuart Lodge and East Stuart Recreation Center. Participated in Bike-to-School Day events with two local elementary schools and provided informational materials and bicycle helmets while partnering with Safe Kids Coalition and South Florida Commuter Services (SFCS). Obtained bicycle/pedestrian safety resources from FDOT and the University of Florida PedBike Resource Center for distribution to local schools.

Undertaken numerous planning and implementation activities, including writing a grant application for the Florida Department of Transportation (FDOT) Shared-Use Nonmotorized (SUN) Trail Program for a segment of the East Coast Greenway. In addition, coordinated with Florida Department of Environmental Protection (FDEP) staff to update opportunity trails for the Florida Greenways and Trails System Plan and the MPO approved a List of Project Priorities (LOPP) for Regional Trails in Martin County.

Developed the Complete Streets: Access to Transit Study that included 10 candidate projects to use as examples for different corridors.

The MPO serves as the DOPA for Martin County. The MPO provided staff support to the Community Transportation Coordinator (CTC), and to the Local Coordinating Board for the Transportation Disadvantaged (LCB-TD).

MPO staff advertised and held annual Public Workshops for the LCB-TD. MPO staff submitted TD grant quarterly reports, as required by State Law, and worked with the CTC to provide quarterly progress reports to the LCB-TD. The MPO performed the 2018-2023 Major Update of the Transportation Disadvantaged Service Plan (TDSP), as required by Florida Statutes.

MPO staff worked with Martin County staff to update the Transportation Element of the Martin County Comprehensive Plan and to address Transportation Demand Management (TDM) components of Development Review.

MPO staff prepared the Quarterly Progress Reports and invoices for the 5305(d) grant.

Assisted the City of Stuart in evaluating the downtown Tram system by completing a City of Stuart Tram Business Plan that reviewed historic and existing operations, analyzed current and projected costs and revenues and developed a five-year plan of activities to maintain and grow ridership.

Adopted Martin County Public Transit's Transit Asset Management (TAM) targets.

The Martin MPO completed a study that included an assessment of Complete Streets with improved access to transit. The Study assessed transportation facilities and land use conditions and demands and identified methods by which complete streets facility improvements can be implemented. This included an assessment of land use and transportation facility conditions and transit access in the County and identified a prioritized list of candidate locations for complete streets improvements.

The Transit Asset Management (TAM) rule develops a framework for transit agencies to monitor and manage public transportation assets, improve safety, increase reliability and performance and establish performance measures. Martin County set the transit asset targets on July 24, 2018. On September 17, 2018, the Martin MPO agreed to support the Martin County Public Transit's transit asset management targets

Martin MPO staff conducted the Congestion Management Tier 1 Study, which identified East Ocean Boulevard area (East Ocean Boulevard from SE Monterey Road to SE St. Lucie Boulevard, and SE Monterey Road from Kingswood Terrace to East Ocean Boulevard) as the ideal roadway segment for detailed study to identify congestion and mobility deficiencies. An operational study area was completed and recommended CMP improvements.

Martin MPO conducted an evaluation of roadway grade separation options over the FEC Railroad corridor to address impacts from expanded rail freight and inter-city passenger rail trains. The FEC Railroad Grade Separation Feasibility Study approved by the MPO Policy Board on June 19, 2017 provided conceptual grade separation improvements for two vehicle and two pedestrian/bicycle crossings with their feasibility determinations.

Martin MPO partnered with Chambers of Commerce. For example, the MPO Administrator is a member of the Transportation Committee of Stuart/Martin County Chamber of Commerce. In addition, the Jensen Beach Chamber of Commerce served as Focus Group during the development of 2045 LRTP.

The 2040 Regional Long Range Transportation Plan (RLRTP) was developed that combines the ideas from the local plans for Martin, St. Lucie, and Indian River counties to create one long term transportation plan for the future. The RLRTP has a 25-year planning horizon, with Federal and State funding directed towards regional projects that have been prioritized by the regional agencies and public. The 2040 RLRTP consisted of a Freight Element section which summarizes existing freight policies, objectives, and visions; identifies freight and logistics network elements; identifies freight needs and priorities; and presents a summary of the freight system.

Required Activities:

- Work with local agencies to ensure the needs of non-motorist travelers are being considered in local agency plans;
- Implement recommendations from the Bicycle, Pedestrian and Trails Master Plan;
- Pursue grant funding or assist local governments with grant applications such as Transportation Alternatives Program (TAP) and Shared-Use Nonmotorized (SUN) Trail Network Program for non-motorized improvement;
- Collaborate with community partners on Complete Streets implementation;
- Evaluate bicycle and pedestrian components of programmed projects that go through Electronic Review Comments (ERC) System;
- Coordinate with governments, agencies and organizations on planning, prioritizing and funding bicycle/pedestrian/greenways facilities, including the East Coast Greenway;
- Work with community groups and local governments to develop bicycle/pedestrian awareness and traffic safety;
- Organize events to promote walking and bicycling as an important mode of transportation;
- Update the Bicycle and Pedestrian Safety Action Plan to provide a guide to help State and local officials know where to begin to address bicycle and pedestrian safety issues. It is intended to assist agencies in further enhancing their existing bicycle and pedestrian safety program and activities, including identifying safety problems and selecting optimal solutions;
- Participate in Vision Zero Action initiatives to move towards reducing traffic fatalities and serious injuries to zero;
- Move forward into implementation projects identified in the Complete Streets: Access to Transit Study;
- Collect and analyze bicycle and pedestrian counts and crash data over multiple years and develop counter measures at select locations to create safer, more convenient and attractive bicycle and walking environments;
- Print and distribute Bicycle and Pedestrian Facilities Maps;
- Staff the Local Coordinating Board for the Transportation Disadvantaged (LCB-TD);
- Transportation Disadvantaged Service Plan (TDSP) Annual Update;

- CTC Evaluation;
- Prepare Grant Quarterly Progress Reports and invoices;
- Attend conferences, workshops and training;
- Coordinate with Martin County Public Transit (MCPT) to collect and monitor data for Transit System Planning projects
- Meet public participation requirements for the MCPT Program of Projects (POP);
- Coordinate with other agencies on planning activities;
- Assist in compiling and analyzing data to identify connectivity gaps in the bus service and consider long term improvements;
- With the completion of the Complete Streets: Access to Transit candidate projects, staff can include them in the 2045 LRTP and pursue funding opportunities for several projects.
- Adopt MCPT's Public Transportation Agency Safety Plan (PTASP) targets;
- Support public transportation planning activities and improve regional coordination with an emphasis on intermodal connectivity;
- Continue to provide planning services as the Designated Official Planning Agency (DOPA) to the Florida Commission for the Transportation Disadvantaged (CTD) for the Transportation Disadvantaged (TD) Program in accordance with Chapter 427, Florida Statutes and Rule 41-2;
- Regional Coordination for the Treasure Coast Area;
- Analyze improvements along US-1 that integrate transit accessibility and walkability and emerging technologies that support transit (See Task 7);
- Develop new TAM targets and inclusion into the TIP;
- CMP Major Update will be a component of the 2045 Long Range Transportation Plan (LRTP);
- CMP project implementation;
- Support transit and/or TSM&O strategies development to improve corridor carrying capacity for person trips;
- Identify congestion management and livability planning strategies to reduce congestion, improve mobility and address multimodal transportation options;
- Collaborate with FDOT's Transportation Systems Management and Operations (TSM&O) staff in developing the TSM&O strategies and identifying the investments needed;
- Collaborate with County Public Works Staff and utilize Intelligent Transportation System to assist in data collection for monitoring and improving traffic flows. To incorporate livability into the transportation planning process;
- Continue contact with neighboring MPOs, including participation with the South East Florida Transportation Council (SEFTC) and the Regional Transportation Technical Advisory Committee (RTTAC);
- Continue MPO participation in implementation of the Florida Transportation Plan (FTP) and in planning and implementation efforts for the FDOT 2045 Strategic Intermodal System (SIS) Plan; The SIS Multimodal Unfunded Needs Plan (MMUNP) identifies capacity projects needed on the SIS, Florida's statewide network of high priority transportation facilities including airports, highways, railroads, seaports, spaceports, and transit;

- Participate in the update of the Florida Transportation Plan scheduled for adoption in December 2020 to participation in FTP implementation as an ongoing activity;
- Continue System Connectivity efforts such as coordination with member jurisdictions to identify their connectivity needs and emphasize continuity on facilities that link to other metropolitan and or rural area and working with member jurisdictions and others to enhance connectivity;
- Freight and Goods Movement Plan will be completed identifying local freight activity centers and mobility corridors used for distribution and delivery within the Martin County boundary. In addition, it will provide information relating to alternative strategies to alleviate congestion and enhance mobility for both people and goods. It will also allow for freight industry providers to participate as stakeholders and provide input on truck route concerns and roadway restrictions. By conducting this study, a better understanding of the goods streaming in as well as the overall freight and economic impact on Martin County will become better known. Additionally, the prioritization of freight projects and the development of a Freight Plan will assist in future Federal/State funding and enhancements;
- Ensure the safe and efficient movement of goods, considering all freight transportation modes including trucking, rail, waterborne, and air and including the inter-jurisdictional and cooperation between the freight industry, the development and monitoring of performance measures;

Responsible Agencies:

Martin MPO

Martin County Public Works

Products and Schedule:

- |   |                         |
|---|-------------------------|
| • BPAC Meetings   | Bi-monthly              |
| • BPAC Coordination and Support                               | Ongoing                 |
| • Coordinate Bicycle and Pedestrian Safety and Data Analysis  | Ongoing                 |
| • Project Review  | Ongoing                 |
| • Inter-governmental and agency coordination                  | Ongoing                 |
| • Public Safety Awareness                                     | Ongoing                 |
| • Update Bicycle and Pedestrian Safety Action Plan            | FY21/22                 |
| • Participate in Vision Zero Action Initiatives               | FY20/21 & FY21/22       |
| • Initiate Complete Streets projects                          | 2021 & 2022             |
| • Bicycle and Pedestrian Counts                               | FY20/21                 |
| • Print and Distribute Bicycle and Pedestrian Facilities Maps | FY21/22                 |
| • LCB Meetings  | Quarterly               |
| • LCB Annual Public Workshop                                  | August 2020 & 2021      |
| • CTC Evaluation  | Spring 2021             |
| • Annual CTD Conference and Business Meeting                  | Summer/Fall 2020 & 2021 |
| • Treasure Coast Transit Meeting (TCTM)                       | Quarterly               |
| • MCPT Program of Projects (POP)/Public Involvement           | FY20/21 & FY21/22       |
| • Progress Reports, invoicing, meeting attendance             | Quarterly               |
| • TDSP Annual Update  | FY21/22                 |

- Complete Streets: Access to Transit Study finalization FY20/21
- Adopt MCPT's PTASP targets FY20/21
- US-1 Corridor Retrofit Study FY20/21 & FY21/22
- Adoption of new TAM targets and inclusion into the TIP FY21/22
- MPO staff related training Ongoing
- CMP improvements recommended for funding Annual Priority Setting
- Pursue funding opportunities for Complete Streets with Improved Access to Transit FY20/21 & FY21/22
- Pursue an evaluation process of the effectiveness of CMP Projects /strategies FY20/21 & FY21/22
- SEFTC/RTTAC Meetings Ongoing
- Meetings of the TCTC FY20/21 & FY21/22
- Meetings of the TCTAC FY20/21 & FY21/22
- Meetings of the MPOAC Freight committee Ongoing
- Freight and Goods Movement Plan finalization Summer/Fall 2020
- Coordinate with Chambers of Commerce Ongoing

<b>Task 6: Transportation Systems Planning Year 1 – FY20/21</b>						
<b>Budget Category &amp; Description</b>	<b>Funding Sources</b>					
	FHWA (PL)	FCTD	FTA 5305(d)	FTA State Match	FTA Local Match	Total
A. MPO staff salaries, fringe benefits, and other deductions	\$117,000	\$22,737	\$56,416	\$7,052	\$7,052	\$210,257
B. Consultant /Contract Services						
Bicycle and Pedestrian Safety Action Plan/Vision Zero Action Initiatives	\$40,000					\$40,000
Complete Streets: Access to Transit			\$40,000	\$5,000	\$5,000	\$50,000
Freight and Goods Movement Plan finalization	\$15,000					\$15,000
Consultant/Contract Services Subtotal	\$55,000		\$40,000	\$5,000	\$5,000	\$105,000
<b>Total:</b>	<b>\$172,000</b>	<b>\$22,737</b>	<b>\$96,416</b>	<b>\$12,052</b>	<b>\$12,052</b>	<b>\$315,257</b>
<b>Task 6: Transportation Systems Planning Year 2 – FY21/22</b>						
<b>Budget Category &amp; Description</b>	<b>Funding Sources</b>					
	FHWA (PL)	FCTD	FTA 5305(d)	FTA State Match	FTA Local Match	Total
A. MPO staff salaries, fringe benefits, and other deductions	\$112,000	\$22,737	\$56,416	\$7,052	\$7,052	\$205,257
B. Consultant/ Contract Services						
Bicycle and Pedestrian Safety Action Plan/Vision Zero Action Initiatives	\$32,800					\$32,800
Consultant/Contract Services Subtotal	\$32,800					\$32,800
<b>Total:</b>	<b>\$144,800</b>	<b>\$22,737</b>	<b>\$56,416</b>	<b>\$7,052</b>	<b>\$7,052</b>	<b>\$238,057</b>

Task 6: Budget Category Description Detail	
<b>Consultant/Contract Services</b>	
Bicycle and Pedestrian Safety Action Plan/Vision Zero Action Initiatives	The goal is to recommend safety countermeasures (infrastructure and non-infrastructure based on the identification of potential hot spots for bicycle and pedestrian crashes through the county, including crash type analysis. This includes collecting and analyzing bicycle and pedestrian counts and crash data and develop counter measures at select locations to create safer more convenient and attractive bicycle and walking environments. This will incorporate Vision Zero initiatives to move towards reducing traffic fatalities and serious injuries to zero. Consultant task will include partner coordination on the priority action items, developing policy and programs that support bicycle and pedestrian safety in conjunction with partners and working with partners to identify and design quick-build/demonstration projects to raise awareness of innovative bicycle and pedestrian infrastructure. Pursue an evaluation process of the effectiveness of CMP Project/strategies. Community engagement activities include, but not limited to, annual National Walk to School, National Bike to School, Bike to Work Day and Bicycle and Pedestrian Safety Campaigns.
Complete Streets: Access to Transit	This effort will continue with the current Complete Streets: Access to Transit Study. The initiative would provide technical assistance/support to our local governments to implement projects in the Complete Streets: Access to Transit Study.
Freight and Goods Movement Plan finalization	Finalizing the Freight and Goods Movement Plan identifying local freight activity centers and mobility corridors used for distribution and delivery within the Martin County boundary. In addition, it will provide information relating to alternative strategies to alleviate congestion and enhance mobility for both people and goods. It will also allow for freight industry providers to participate as stakeholders and provide input on truck route concerns and roadway restrictions.

## TASK 7: Special Project Planning

### Regional Transportation Planning and Coordination, Corridor Planning and Resiliency/Climate Change Impact

#### Purpose:

To support a regional transportation planning process while considering both local and regional transportation needs and ensuring multi-jurisdictional coordination for the Treasure Coast urbanized area. Provide for connectivity and increased mobility options by providing multimodal transportation corridors including sidewalks, bicycle paths and lanes, and transit infrastructure. Assist in future planning and decision-making process for Regional Corridor Planning and the Resiliency and Climate Impact on the transportation system.

#### Previous Work:

The Martin MPO partnered with Martin County to develop a Blueways Paddling Trails Map. This map was identified in the Martin/St. Lucie Regional Waterways Plan developed by the Martin MPO, St. Lucie TPO, Florida Inland Navigation District and the Treasure Coast Regional Planning Council. This map identifies the launching sites at all the Regional, State and Local Parks that can be used for kayaking and other water sports. In addition, it identifies all of the amenities available at the park sites.

Staff attended the Treasure Coast Transit Meetings (TCTMs), as well as participated in the validation process of the Treasure Coast Regional Planning Model (TCRPM). Other meetings attended include Treasure Coast Regional Planning Council, MPOAC Freight Committee, St. Lucie TPO Board/Advisory Committees and Palm Beach TPA BPAC.

Martin MPO was the Lead Agency in the development of the 2040 Regional Long Range Transportation Plan (RLRTP). The Treasure Coast Transportation Council (TCTC) approved the 2040 RLRTP on June 29, 2017 which identified Regional Priorities. The duties and functions of the TCTC include regional planning and project prioritization, regional public involvement and account for regular meetings of the TCTC (and TCTAC).

US-1 Multimodal Corridor Study, Phase I. The Martin MPO has worked with FDOT to identify and manage congestion in a section of US-1 that extends from Martin County into St. Lucie County. This study explores the full range of remaining techniques including investments that encourage the use of non-auto modes and Transportation Demand Management (TDM). At the April 5, 2019 TCTC meeting, the council members reviewed the update on the US-1 Corridor Retrofit Study for Indian River and considered Phase 2 of the US-1 Corridor Retrofit Study.

The Martin MPO utilized NOAA sea level rise projections for incorporation as part of the 2045 LRTP. Martin County Coastal Division is developing a Resilient Coastlines Program to examine Vulnerability and develop a Resiliency Plan. MPO staff is a member of the Resiliency Working Group that is part of the Resilient Coastline Program.

### Required Activities:

- Staff TCTC and TCTAC meetings;
- Attend regional meetings for regional collaboration;
- Work with other agencies and stakeholder groups on regional significant projects, such as Greenways and Blueways;
- Coordinate with neighboring MPOs and other government agencies;
- Coordinate with neighboring MPOs during the LRTP development;
- US-1 Corridor Regional Technical Study: Work with Indian River MPO, St. Lucie TPO and Indian River, St. Lucie and Martin Counties to study Emerging Technologies that address safety improvements and congestion mitigation, optimizing corridor capacity;
- Develop the 2045 RL RTP through the TCTC/TCTAC process using a Memorandum of Understanding (MOU) between the Martin MPO, St. Lucie TPO and Indian River MPO (mirroring what was used in the development of the 2040 RL RTP);
- US-1 Corridor Retrofit Project – Phase 2 Study: Work with Martin County, regional agencies, City of Port Saint Lucie, St. Lucie TPO and Indian River MPO to study objective towards Transit-Supportive Redevelopment by developing example policies that would facilitate transit-supportive redevelopment of the existing land uses along the corridor; Transit Accessibility and Walkability by developing context sensitive design solutions for the existing and future transportation infrastructure along the corridor that integrate transit accessibility and walkability; Safety Improvements by developing project which improve safety along the corridor; and Non-Motorized Transportation Projects by developing example policies that would support the implementation of non-motorized transportation project along the corridor in Martin County;
- Work with consultant to develop a study that will include
  - Catalogue relevant information from previous county and regional climate change initiatives
  - Utilize tools such as the FHWA Resilience and Transportation Planning guide
  - Data collection and analysis
  - Ensure consistency with the Martin County Resilient Coastline Program efforts
  - Research of best practices and tools for identifying and addressing extreme weather/climate change impacts
  - Consider additional costs associated with reducing vulnerability of the existing transportation infrastructure
  - Recommendations on how to consider sea level rise and flooding in the transportation planning process

### Responsible Agencies:

Martin MPO, FDOT, St. Lucie TPO, Indian River MPO, TCRPC

### Products and Schedule:

- |   |                   |
|---|-------------------|
| • TCTC Meetings                             | FY20/21 & FY21/22 |
| • TCTAC Meetings                            | FY20/21 & FY21/22 |
| • Attend other agency and regional meetings | Ongoing           |

- US-1 Corridor Regional Technical Study FY20/21
- 2045 RL RTP Development FY21/22
- US-1 Corridor Retrofit Project – Phase 2 Study FY20/21
- Study of Resiliency/Climate Change Impact on Transportation Network FY20/21

<b>Task 7: Special Project Planning Year 1 – FY20/21</b>						
<b>Budget Category &amp; Description</b>	<b>Funding Sources</b>					
	FHWA (PL)	FCTD	FTA 5305(d)	FTA State Match	FTA Local Match	Total
A. MPO staff salaries, fringe benefits, and other deductions	\$75,000					
B. Consultant/Contract Services						
U.S.1 Retrofit Project – Phase 2 Study	\$20,000					
Resiliency/Climate Change Study on the Impact on Transportation Network	\$50,000					
Consultant/Contract Services Subtotal	<b>\$70,000</b>					
<b>Total:</b>	<b>\$145,000</b>					<b>\$145,000</b>
<b>Task 7: Special Project Planning Year 2 – FY21/22</b>						
<b>Budget Category &amp; Description</b>	<b>Funding Sources</b>					
	FHWA (PL)	FCTD	FTA 5305(d)	FTA State Match	FTA Local Match	Total
MPO staff salaries, fringe benefits, and other deductions	\$77,500					
Consultant/Contract Services						
2045 RL RTP	\$20,000					
Consultant/Contract Services Subtotal	<b>\$20,000</b>					
<b>Total:</b>	<b>\$97,500</b>					<b>\$97,500</b>

Task 7: Budget Category Description Detail	
Consultant/Contract Services	
U.S.1 Retrofit Project – Phase 2 Study	To provide for connectivity and increased mobility options by providing multimodal transportation facilities including sidewalks, bicycle paths and lanes, and transit infrastructure. US-1 serves as the primary north-south arterial for the coastal communities of Martin and St. Lucie Counties since Interstate 95 shifts inland north of the Palm Beach County line. Balancing local/community multimodal objectives with the need to support longer-distance trip-making that occurs along the corridor is a critical component of this retrofit project. As it relates to FDOT’s Planning Emphasis Areas for 2020, the US-1 Corridor Retrofit Study will enhance System Connectivity by increasing opportunities for accessing transit, provide a more efficient and mobile transportation system, and will help meet the needs of a growing and changing population. The Martin MPO will study the US-1 corridor within its own boundaries and work closely with the St. Lucie County TPO and Palm Beach TPA, and other regional agencies to enhance the US-1 corridor beyond the Martin County boundary. Recommend utilizing the Florida TOD Guide Book (found at: <a href="http://www.fltod.com/fl_tod_guidebook.htm">http://www.fltod.com/fl_tod_guidebook.htm</a> ) for Model Transit Oriented Development Comprehensive Plan - Goals, Objectives, & Policies and Land Development Regulations for Florida, to assist in "developing example policies that would facilitate transit-supportive redevelopment of the existing land uses along the corridor.
Resiliency/Climate Change Study on the Impact on Transportation Network	Assess the Countywide road and rail network to develop a more in-depth understanding of the potential risks and possible engineering responses as a means of ensuring that the system remains resilient to various risks and continues as a critical element of long-term community vitality. This study is to be done at the planning level to provide information to decision makers on a prioritized list of potential improvements, their associated costs, and a method for addressing those risks.
2045 RL RTP	The 2045 RL RTP supports each of the Treasure Coast T/MPO’s individual 2045 LRTPs. The RL RTP, in coordination with other regional and local plans, creates an agreed-upon vision for transportation in the Treasure Coast. Consultant activities include project management, public involvement support, data collection and analysis, development of goals, objectives and performance measures, revenue and finance analysis and development, scenario development and analysis, regional corridor network analysis, modeling support and regional plan development. The Martin MPO, Indian River MPO and the St. Lucie TPO will each be contributing \$20,000 of PL funds in FY21/22.

**MARTIN FY 20/21 and FY 21/22 UPWP BUDGET**

17/18 UPWP Close-out		\$546,931
19/20 UPWP Amendment	<u>+120,000</u>	<u>- 120,000</u>
FY20 UPWP Amended Budget	\$722,004	
Revised 17/18 UPWP Close-out		\$426,931
TX contribution		<u>- 15,793</u>
Revised 17/18 UPWP Close-out		\$411,140
FY21 Allocation		<u>+440,719</u>
Available for FY21		\$851,859
FY21 UPWP Budget		<u>- 740,700</u>
Carry forward to FY22		\$111,159
FY22 Allocation		<u>+440,719</u>
Available for FY22		\$551,878
FY22 UPWP Budget		<u>- 551,875</u>
		\$3

## SUMMARY BUDGET TABLES

**Table 1A: Agency Participation FY 20/21**

Agency Participation - FY20/21

Task		Local		State		Federal		Total	Consultant Subtotal
No.	Description	Martin County	State Soft Match	FTA State Match (FDOT)	FCTD	FHWA (PL)	FTA 5305(d)		
1	UPWP and Organization Administration		\$35,178			\$159,500		\$194,678	\$27,000
2	Public Involvement and Outreach		\$29,334			\$133,000		\$162,334	\$80,000
3	Data Collection	\$96,810	\$6,617			\$30,000		\$133,427	
4	L RTP		\$16,321			\$74,000		\$90,321	\$44,000
5	TIP		\$5,999			\$27,200		\$33,199	\$7,200
6	Transportation Systems Planning	\$12,052	\$37,935	\$12,052	\$22,737	\$172,000	\$96,416	\$353,192	\$105,000
7	Special Project Planning		\$31,980			\$145,000		\$176,980	\$70,000
<b>Total</b>		<b>\$108,862</b>	<b>\$163,364</b>	<b>\$12,052</b>	<b>\$22,737</b>	<b>\$740,700</b>	<b>\$96,416</b>	<b>\$1,144,131</b>	<b>\$333,200</b>

**Table 1B: Agency Participation FY 21/22**

Agency Participation - FY21/22

Task		Local		State		Federal		Total	Consultant Subtotal
No.	Description	Martin County	State Soft Match	FTA State Match (FDOT)	FCTD	FHWA (PL)	FTA 5305(d)		
1	UPWP and Organization Administration		\$33,386			\$151,375		\$184,761	\$8,000
2	Public Involvement and Outreach		\$11,689			\$53,000		\$64,689	\$7,000
3	Data Collection	\$96,810	\$12,792			\$58,000		\$167,602	\$18,000
4	L RTP		\$4,411			\$20,000		\$24,411	
5	TIP		\$5,999			\$27,200		\$33,199	\$7,200
6	Transportation Systems Planning	\$7,052	\$31,936	\$7,052	\$22,737	\$144,800	\$56,416	\$269,993	\$32,800
7	Special Project Planning		\$21,504			\$97,500		\$119,004	\$20,000
<b>Total</b>		<b>\$103,862</b>	<b>\$121,718</b>	<b>\$7,052</b>	<b>\$22,737</b>	<b>\$551,875</b>	<b>\$56,416</b>	<b>\$863,660</b>	<b>\$93,000</b>

**Table 2A: Funding Source FY 20/21**

## Funding Source by Task - FY20/21

Task		FHWA PL Funds			FCTD Grant		FTA Section 5305(d)			Local Funds	Total
No.	Description	Federal	State Soft Match	Local	State	Local	Federal	State	Local		
1	UPWP and Organization Administration	\$159,500	\$35,178								\$194,678
2	Public Involvement and Outreach	\$133,000	\$29,334								\$162,334
3	Data Collection	\$30,000	\$6,617							\$96,810	\$133,427
4	L RTP	\$74,000	\$16,321								\$90,321
5	TIP	\$27,200	\$5,999								\$33,199
6	Transportation Systems Planning	\$172,000	\$37,935		\$22,737		\$96,416	\$12,052	\$12,052		\$353,192
7	Special Project Planning	\$145,000	\$31,980								\$176,980
<b>Total</b>		<b>\$740,700</b>	<b>\$163,364</b>	<b>\$0</b>	<b>\$22,737</b>	<b>\$0</b>	<b>\$96,416</b>	<b>\$12,052</b>	<b>\$12,052</b>	<b>\$96,810</b>	<b>\$1,144,131</b>

**Table 2B: Funding Source FY 21/22**

## Funding Source by Task - FY21/22

Task		FHWA PL Funds			FCTD Grant		FTA Section 5305(d)			Local Funds	Total
No.	Description	Federal	State Soft Match	Local	State	Local	Federal	State	Local		
1	UPWP and Organization Administration	\$151,375	\$33,386								\$184,761
2	Public Involvement and Outreach	\$53,000	\$11,689								\$64,689
3	Data Collection	\$58,000	\$12,792							\$96,810	\$167,602
4	L RTP	\$20,000	\$4,411								\$24,411
5	TIP	\$27,200	\$5,999								\$33,199
6	Transportation Systems Planning	\$144,800	\$31,936		\$22,737		\$56,416	\$7,052	\$7,052		\$269,993
7	Special Project Planning	\$97,500	\$21,504								\$119,004
<b>Total</b>		<b>\$551,875</b>	<b>\$121,718</b>	<b>\$0</b>	<b>\$22,737</b>	<b>\$0</b>	<b>\$56,416</b>	<b>\$7,052</b>	<b>\$7,052</b>	<b>\$96,810</b>	<b>\$863,660</b>

# APPENDIX A

## Joint Certification and Noteworthy Practices

FLORIDA DEPARTMENT OF TRANSPORTATION  
**MPO JOINT CERTIFICATION STATEMENT**

525-010-05c  
POLICY PLANNING  
02/18

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

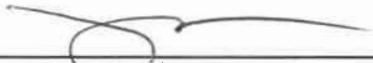
1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b)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

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on 02/03/2020.

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

\_\_\_\_\_  
Name: Gerry O'Reilly  
Title: District Secretary (or designee)

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Name: Doug Smith  
Title: MPO Chairman (or designee)

\_\_\_\_\_  
Date  
May 11, 2020

## **Part 2 Section 5: Noteworthy Practices & Achievements**

### **National Conference Presentations**

Beth Beltran, MPO Administrator, presented at one national conference in 2019. The Association of Metropolitan Planning Organizations (AMPO) Annual Conference was held in Baltimore, Maryland. AMPO serves the needs and interests of over 400 MPOs nationwide, offering technical assistance and a forum for transportation policy development. The presentation titled “Moving Martin Forward – A Small Budget with Big Impacts” provided an overview of Martin MPO’s partnerships with the Community Redevelopment Agency, Chambers of Commerce, School District and local governments to not only better educate elected officials and business owners about the MPO process, but also to work together to develop an effective, safe transportation system.

### **City of Stuart Tram Business Plan**

The Martin MPO assisted the City of Stuart in evaluating the Downtown Tram system and building a 5-year business plan for the service in the Downtown. The Stuart Community Redevelopment Agency (CRA) purchased their first Tram in 2006 and in 2010 adopted the Downtown Master Parking Plan which identified expanding the Tram system. The CRA has invested in the Tram as a way of improving mobility and accessibility to the Downtown area to reduce vehicular traffic and congestion and to stimulate economic development. In order to be prepared for future funding, an in-depth look at the Tram’s operations and the development of a thorough business plan was important. This business plan was approved on April 15, 2019, and provided the decision-makers with the information to move forward and meet the goals of improved mobility and accessibility for Downtown Stuart and an understanding of funding for the immediate short-term (5 years).

### **Complete Streets: Access to Transit Study**

The Martin MPO in coordination with the Treasure Coast Regional Planning Council (TCRPC), undertook the development of the Complete Streets: Access to Transit Study. The purpose of this study is to locate areas in the County that would benefit the most from a Complete Street project that would improve the access to transit. The first step of this study was to create a selection criterion that could be used to rank which road segments made the most sense for improvements. The criteria that this study focused on was the proximity to a transit stop, households with limited access to vehicles (zero to one car), population density, employment density, recreational areas, proximity to libraries or schools, safety, and proximity to a community redevelopment area. After putting all the segments in the County through the selection criteria, the project team established a list of over 50 segments that were separated into three different tiers depending on what score they received. A Project Steering Committee was formed to help guide the Study throughout the development and included representatives from Martin County Public Works Department (including the Traffic and Transit Divisions), Growth Management Department, Community Redevelopment Department, MPO Bicycle/Pedestrian Advisory Committee (BPAC), MPO Citizen’s Advisory Committee (CAC), Local Coordinating Board for the Transportation Disadvantaged, City of Stuart, Village of Indiantown, Stuart/Martin County Chamber of Commerce, and the Florida Department of Transportation (FDOT). The study assessed transportation facilities and land use conditions and demands and identified methods of which complete street facility improvements can be implemented near transit routes.

### **Bike to Work Day**

On March 29, 2019, MPO staff in coordination with South Florida Commuter Services, a program of FDOT, conducted a Bike to Work Day event as part of Florida Bike Month. The purpose of this event was to invite all Downtown Merchants to celebrate bicycling as a clean, fun, and healthy way to get to work. Staff partnered with Martin County Human Resources Department as part of the Commit to Be Fit Program and encouraged employees of Martin County and the City of Stuart to participate in a 3.7-mile circulator route that offered different exiting points.

### **Bike to School Day**

On May 8, 2019 staff members met with the Sheriff's Office, Safe Kids Coalition and staff from Cypress Lakes Elementary School to promote safe biking. The MPO gave out promotional materials (provided by University of Florida's Pedestrian and Bicycling Safety Resource Center) that reinforced the message of how to bike to school safely. The MPO has made it a priority to educate children on safe biking habits, as well as remind automobiles users to be on the lookout for children as they are bicycling to school.

### **Walk to School Day**

Staff members met with staff from J.D. Parker Elementary on October 2, 2019 and with Port Salerno Elementary on October 4<sup>th</sup> to promote safe walking. The MPO gave out backpacks filled with comic books, reflective shoe laces, reflective stickers, reflective arm bands, safety hero trading cards, reflective blinking lights and a few other items (provided by University of Florida's Pedestrian and Bicycling Safety Resource Center) that all reinforced the message of how to walk to school safely. The MPO has made it a priority that people of all ages and especially young children learn about the dangers of crossing driveways and intersections along roadways, and how to do it in the safest way possible

### **Safety Campaigns**

The Martin MPO partnered with the Martin Community Redevelopment Agency during a Golden Gate Camino Trail Public Workshop held on June 15, 2019 and provided a booth distributing safety literature and promotional materials for bicycling and walking tips. Also, for the first time, the Martin MPO along with Martin County Sheriff's Department and the City of Stuart Police Department, participated in a Don't Text and Drive Campaign during the driver's education class at Jensen Beach High School held on May 2, 2019. This campaign's focus was to encourage students to think twice about texting while operating a vehicle, or while walking on the sidewalk. In addition, the Martin MPO partnered with South Florida Commuter Services and held safety campaigns, one at the Blake Library during the Martin County Safety Fair in June 2019 and the other at the Martin County Emergency Operations Center for Mobility Week in October 2019. The purpose of the Safety Campaigns was to alert pedestrians and bicyclists of the dangers when walking or biking through and across parking lots, driveways and intersections. MPO staff distributed informational material to participants in both English and Spanish during all the campaigns.

### **Regional Coordination**

#### **Treasure Coast Regional Planning Model Validation Process**

The Martin MPO was instrumental in the Treasure Coast Regional Planning Model (TCRPM5) validation process. On September 10, 2019, the MPO hosted the TCRPM5 training in which representatives from all Treasure Coast M/TPO's were in attendance as well as representatives

from the Florida Department of Transportation (FDOT). MPO staff also attended Project Advisory Committee progress meetings dating back to 2018 and provided the FDOT consultant with various information and data sets. For instance, Socioeconomic data, the Existing plus Committed (E+C) network, projects under development, and updated Transportation Analysis Zones (TAZ's) were all provided to FDOT and consultant team in advance of the 2045 LRTP development.

### **CR 714 Re-alignment**

Previously the Martin MPO provided a presentation to the Heartland Regional Transportation Planning Organization (HRTPO) in November 2018 to gain support from the HRTPO to have the CR 714 Roadway Realignment Project (a Martin MPO Priority) and Segment 4 of the SR 710 Roadway Widening Project be combined as one project for the design and construction. The realignment of CR 714 is in both Okeechobee and Martin counties and requires the coordination between FDOT-District One and FDOT-District Four. On December 16, 2019 during a teleconference call, both FDOT Districts coordinated together and agreed to move forward with the CR 714 Realignment Project as a separate project due to the postponement of the SR 710 Roadway Widening Project in later years.

### **Projects underway:**

#### **2045 Long Range Transportation Plan**

At the April 15, 2019 MPO Policy Board meeting, the Board members approved the Scope of Services for the 2045 Long Range Transportation Plan. Since that time, the Public Involvement Plan (PIP) for the 2045 LRTP was developed and subsequently approved by the MPO Board on June 17, 2019. The 2045 LRTP PIP identified specific strategies to engage the public in the LRTP process and to ensure participation from the most diverse audience possible. In addition, the Goals, Objectives, and Performance Measures (GOPM's) were developed, establishing the foundation for performance-based planning efforts that will guide the 2045 LRTP. The MPO Board approved the GOPM's during the December 9, 2019 MPO Board meeting.

#### **Mobility Plan and Fee Study**

The Martin MPO is currently conducting a Mobility/Multimodal Fee Study to evaluate the prospect of Martin County transitioning from the existing Roadway Impact Fees and Transportation Concurrency requirements to a Mobility/Multimodal Fee. Florida Statutes require that mobility/multimodal fees follow that same legal requirements as impact fees. The methodology used for the Study follows a consumption-based approach in which new development is charged based upon the proportion of person-miles of travel (PMT) that each unit of new development is expected to consume of the transportation network. The Study consists of developing and evaluating Mobility/Multimodal Fee scenarios that will adequately fund capital transportation improvements of multiple modes, including roads, sidewalk, bicycle lanes, transit amenities, and other similar infrastructure. During the duration of the study, an extensive outreach process has been maintained through the formation of a Mobility Fee Stakeholder Committee that includes representatives from Martin County, the Martin MPO, City of Stuart, Stuart/Martin Chamber of Commerce, Village of Indiantown, Sewell's Point, Jupiter Island, Ocean Breeze, Village of Indiantown, legal representation and a representative from the development community. The committee has participated in reviewing demographic comparisons, case study findings, flexibility in the use of revenues and fee reduction/incentives, and goals and objectives. In addition, the

first of two public open houses were held in November 2019 with the second scheduled in April 2020. The Mobility/Multimodal Fee Study is scheduled to be completed in Spring 2020.

### **Freight and Goods Movement Plan**

In 2019, the Martin MPO began the MPO Freight and Goods Movement Plan. MPO staff and consultant team began assembling a Stakeholder Advisory Committee (SAC) consisting of representatives from public agencies and local freight providers. A project brochure was designed to recruit members for the SAC, detailing both their roles as members and specifics of the Plan.

# APPENDIX B

## Statements and Assurances

DBE

Debarment and Suspension

Lobbying

Title VI

Appendix A&E

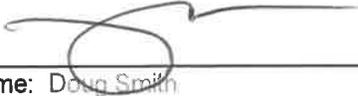
FLORIDA DEPARTMENT OF TRANSPORTATION  
**UNIFIED PLANNING WORK PROGRAM (UPWP)**  
**STATEMENTS AND ASSURANCES**

525-010-08  
POLICY PLANNING  
05/18

**DEBARMENT and SUSPENSION CERTIFICATION**

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

- (1) The Martin 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 Martin 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: Doug Smith  
Title: MPO Chairman (or designee)

May 11, 2020  
Date

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

525-010-08  
POLICY PLANNING  
05/18

**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 Martin MPO that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Martin 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 Martin 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: Doug Smith

Title: MPO Chairman (or designee)

May 11, 2020

Date

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

525-010-08  
POLICY PLANNING  
05/18

**DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION**

It is the policy of the Martin 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 Martin 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 Martin MPO, in a non-discriminatory environment.

The Martin 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: Doug Smith  
Title: MPO Chairman (or designee)

\_\_\_\_\_  
May 11, 2020  
Date

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

525-010-08  
POLICY PLANNING  
05/18

**TITLE VI/ NONDISCRIMINATION ASSURANCE**

Pursuant to Section 9 of US DOT Order 1050.2A, the Martin 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 Martin 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: Doug Smith  
Title: MPO Chairman (or designee)

May 11, 2020

Date

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

525-010-08  
POLICY PLANNING  
05/18

**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.

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

525-010-08  
POLICY PLANNING  
05/18

- (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)

# APPENDIX C

## FTA 5305(d) Budget, Application, Assurances & Resolution

**FEDERAL FISCAL YEAR 2020 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS**

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: Martin Metropolitan Planning Organization (MPO)

The Applicant certifies to the applicable provisions of categories 01–20. \_\_\_\_\_

*Or,*

The Applicant certifies to the applicable provisions of the categories it has selected:

<b>Category</b>	<b>Certification</b>
01 Certifications and Assurances Required of Every Applicant	X _____
02 Public Transportation Agency Safety Plans	_____ _____
03 Tax Liability and Felony Convictions	_____ _____
04 Lobbying	X _____
05 Private Sector Protections	_____ _____
06 Transit Asset Management Plan	_____ _____
07 Rolling Stock Buy America Reviews and Bus Testing	_____ _____
08 Urbanized Area Formula Grants Program	_____ _____
09 Formula Grants for Rural Areas	_____ _____
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____ _____
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____ _____

12 Enhanced Mobility of Seniors and Individuals with Disabilities Programs

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13 State of Good Repair Grants

\_\_\_\_\_  
\_\_\_\_\_

14 Infrastructure Finance Programs

\_\_\_\_\_  
\_\_\_\_\_

15 Alcohol and Controlled Substances Testing

\_\_\_\_\_  
\_\_\_\_\_

16 Rail Safety Training and Oversight

\_\_\_\_\_  
\_\_\_\_\_

17 Demand Responsive Service

\_\_\_\_\_  
\_\_\_\_\_

18 Interest and Financing Costs

\_\_\_\_\_  
\_\_\_\_\_

19 Construction Hiring Preferences

\_\_\_\_\_  
\_\_\_\_\_

20 Cybersecurity Certification for Rail Rolling Stock and Operations

\_\_\_\_\_  
\_\_\_\_\_

**FEDERAL FISCAL YEAR 2020 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE**

**PAGE**

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2020)

**AFFIRMATION OF APPLICANT**

Name of the Applicant: Martin Metropolitan Planning Organization (MPO)

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2020, irrespective of whether the individual that acted on his or her Applicant’s behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2020.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, “Program Fraud Civil Remedies,” 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

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

Signature  Date: 5/11/2020

Name Doug Smith, MPO Chair Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Martin Metropolitan Planning Organization (MPO)

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature  Date: 5/11/2020

Name Sarah W. Woods Attorney for Applicant

*Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.*

### Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
--	--	--

* 3. Date Received: <input type="text" value="04/18/2020"/>	4. Applicant Identifier: <input type="text" value="Not Applicable"/>
--	---

5a. Federal Entity Identifier: <input type="text" value="Not Applicable"/>	5b. Federal Award Identifier: <input type="text"/>
---	---

**State Use Only:**

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text" value="1001"/>
---	--

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="596000743"/>	* c. Organizational DUNS: <input type="text" value="0713045620000"/>
---	---

**d. Address:**

\* Street1:   
Street2:   
\* City:   
County/Parish:   
\* State:   
Province:   
\* Country:   
\* Zip / Postal Code:

**e. Organizational Unit:**

Department Name: <input type="text" value="Public Works"/>	Division Name: <input type="text" value="MPO"/>
---	--

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

Title:

Organizational Affiliation:

\* Telephone Number:  Fax Number:

\* Email:

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

X: Other (specify)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

MPO

**\* 10. Name of Federal Agency:**

Federal Transit Administration

**11. Catalog of Federal Domestic Assistance Number:**

25.505

CFDA Title:

**\* 12. Funding Opportunity Number:**

Section 5305 (d)

\* Title:

Metropolitan Transportation Planning

**13. Competition Identification Number:**

Not Applicable

Title:

Not Applicable

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Short and Long-Range planning as outlined in the Martin MPO's Unified Planning Work Program (UPWP).

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Section 5305(d)  
 Approved Project Budget for Fiscal Year  
 (total dollars)

Martin Metropolitan Planning Organization

**TECHNICAL CLASSIFICATIONS**

44.21.00	Program Support and Administration		
44.22.00	General Development and Comprehensive Planning		
44.23.00	Long Range Transportation Planning: System Level		
44.23.02	Long Range Transportation Planning		
44.24.00	Short Range Transportation Planning		
44.25.00	Transportation Improvement Program		
44.26.12	Coordination of Non-Emergency Human Services Transportation		
44.26.13	Participation of Transit Operators in Metropolitan Planning		
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership		
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning		82472.24
44.26.16	Incorporating Safety & Security in Transportation Planning		
44.27.00	Other Activities		

**TOTAL NET PROJECT COSTS \$ 82,472.24**

**ACCOUNTING CLASSIFICATIONS**

44.30.01	Personnel		
44.30.02	Fringe Benefits	( _%)	
44.30.03	Travel		
44.30.04	Equipment		
44.30.05	Supplies		
44.30.06	Contractual		82,472.41
44.30.07	Other		
44.30.08	Indirect Charges	( _%)	

**TOTAL NET PROJECT COSTS \$ 82,472.41**

**FUND ALLOCATIONS**

44.40.01	MPO Activities		82472.41
44.40.02	Transit Operator Activities		
44.40.03	State and/or Local Agency Activities		

**TOTAL NET PROJECT COSTS \$ 82,472.41**

**Federal Share (80%) \$ 65,977.93**

**Local Share (20%) \$ 16,494.48**

**ACCOUNTING**

<i>Classification</i>	<i>FPC</i>	<i>Description</i>	<i>Amount</i>
91.37.08.8P-2	02	Technical Studies - Planning	82,472.41

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**  
\* a. Applicant  \* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**  
\* a. Start Date:  \* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="65,977.93"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text" value="8,247.24"/>
* d. Local	<input type="text" value="8,247.24"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="82,472.41"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**  
 a. This application was made available to the State under the Executive Order 12372 Process for review on   
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.  
 c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**  
 Yes  No  
If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**  
 \*\* I AGREE  
\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**  
Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:   
\* Title:   
\* Telephone Number:  Fax Number:   
\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

**GMIS Planning Line Item Codes**

(FTA FUNDS ONLY)

**TECHNICAL CLASSIFICATIONS**

44.21.00	Program Support and Administration	
44.22.00	General Development and Comprehensive Planning	
44.23.00	Long Range Transportation Planning: System Level	
44.23.02	Long Range Transportation Planning	
44.24.00	Short Range Transportation Planning	
44.25.00	Transportation Improvement Program	
44.26.12	Coordination of Non-Emergency Human Services Transportation	
44.26.13	Participation of Transit Operators in Metropolitan Planning	
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	65,977.93
44.26.16	Incorporating Safety & Security in Transportation Planning	
44.27.00	Other Activities	

**TOTAL NET PROJECT COSTS \$ 65,977.93**

**ACCOUNTING CLASSIFICATIONS**

44.30.01	Personnel	
44.30.02	Fringe Benefits	(__%)
44.30.03	Travel	
44.30.04	Equipment	
44.30.05	Supplies	
44.30.06	Contractual	65,977.93
44.30.07	Other	
44.30.08	Indirect Charges	(__%)

**TOTAL NET PROJECT COSTS \$ 65,977.93**

**FUND ALLOCATIONS**

44.40.01	MPO Activities	65,977.93
44.40.02	Transit Operator Activities	
44.40.03	State and/or Local Agency Activities	

**TOTAL NET PROJECT COSTS \$ 65,977.93**

Section 5305(d)  
 Approved Project Budget for Fiscal Year  
 (total dollars)

Martin Metropolitan Planning Organization

**TECHNICAL CLASSIFICATIONS**

44.21.00	Program Support and Administration		
44.22.00	General Development and Comprehensive Planning		
44.23.00	Long Range Transportation Planning: System Level		
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44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership		
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning		82472.24
44.26.16	Incorporating Safety & Security in Transportation Planning		
44.27.00	Other Activities		

**TOTAL NET PROJECT COSTS** \$ 82,472.24

**ACCOUNTING CLASSIFICATIONS**

44.30.01	Personnel		
44.30.02	Fringe Benefits	( _ )%	
44.30.03	Travel		
44.30.04	Equipment		
44.30.05	Supplies		
44.30.06	Contractual		82,472.41
44.30.07	Other		
44.30.08	Indirect Charges	( _ )%	

**TOTAL NET PROJECT COSTS** \$ 82,472.41

**FUND ALLOCATIONS**

44.40.01	MPO Activities		82472.41
44.40.02	Transit Operator Activities		
44.40.03	State and/or Local Agency Activities		

**TOTAL NET PROJECT COSTS** \$ 82,472.41

**Federal Share (80%)** \$ 65,977.93

**Local Share (20%)** \$ 16,494.48

**ACCOUNTING**

Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	82,472.41

**FEDERAL FY20 DEBARMENT AND SUSPENSION CERTIFICATION**

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

(1) The Metropolitan Planning Organization hereby certifies to the best of its knowledge and belief, that it and its principles:

(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 Metropolitan Planning Organization 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. DOT.

  
\_\_\_\_\_  
Doug Smith, MPO Chair

\_\_\_\_\_  
May 11, 2020  
Date

## FEDERAL FY20 CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of her or his knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal 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 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 undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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 \$10,000.00 and not more that \$100,000.00 for each such failure.



**Doug Smith, MPO Chair**

May 11, 2020

**Date**

**FFY20 Disadvantaged Business Enterprise Utilization**

It is the policy of the \_\_\_\_\_ that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of \_\_\_\_\_ contracts in a nondiscriminatory environment. The objects of the Disadvantaged Business Enterprise Program are to ensure nondiscrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barrier 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 \_\_\_\_\_, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the work of the \_\_\_\_\_ in a non-discriminatory environment. The \_\_\_\_\_ shall require its consultants to not discriminate on the bases of race, color, national origin, sex, age handicap/disability, or income status 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.

  
\_\_\_\_\_

**Doug Smith, MPO Chair**

May 11, 2020  
\_\_\_\_\_

**Date of Signature**

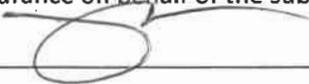
### FFY20 Title VI / Non-Discrimination Policy Statement

The     Martin MPO     assures the Florida Department of Transportation 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 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The     Martin MPO     further agrees to the following responsibilities 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 subrecipient'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 subrecipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of Appendix A of this agreement in every contract subject to the Acts and Regulations.
4. Develop a complaint process and attempt to resolve complaints of discrimination against subrecipients. Complaints against the Florida Department of Transportation (FDOT) shall immediately be forward 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 the United States Department of Transportation, 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 the subrecipient'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 subrecipient.

  
\_\_\_\_\_

**Doug Smith, MPO Chair**

    May 11, 2020      
\_\_\_\_\_

**Date of Signature**

**RESOLUTION NUMBER #20-06**

**A RESOLUTION OF THE MARTIN METROPOLITAN PLANNING ORGANIZATION (MPO) OF MARTIN COUNTY, FLORIDA, AUTHORIZING THE FILING OF AN APPLICATION WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT), FOR A GRANT UNDER THE FEDERAL TRANSIT ACT**

**WHEREAS**, the State of Florida Secretary of Transportation is authorized to make grants for mass transportation projects; and

**WHEREAS**, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs; and

**WHEREAS**, it is required by the U.S. Department of Transportation in accord with the provision of Title VI of Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Federal Transit Act, the applicant give an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements here under; and

**WHEREAS**, it is the goal of the Applicant that disadvantaged business enterprises (minority business enterprises and women business enterprises) be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority businesses shall have the maximum feasible opportunity to compete for contracts and purchase orders when procuring construction contracts, supplies, equipment contracts, or consultant and other services; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MARTIN METROPOLITAN PLANNING ORGANIZATION, THAT:**

Section 1: The Chairman or his designee, is authorized to execute and file an application on behalf of the Martin MPO with FDOT, to aid in the financing of transit planning, transportation disadvantaged planning and other tasks to implement specific items of the Martin MPO FY20/21-FY21/22 Unified Planning Work Program.

Section 2: The Chairman or his designee is authorized to execute and file with such application an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.

Section 3: The Martin MPO Administrator or designee is authorized to furnish such additional information as the Florida Department of Transportation may require in connection with the grant application or the project.

Section 4: The MPO resolves to adopt and implement disadvantaged business enterprise (minority enterprise business and women enterprise) policies and procedures in connection with the project's procurement needs.

Section 5: The Chairman or his designee is authorized to continue to accept a grant on behalf of the Martin MPO with FDOT to aid in the financing of the FT A funded portions of the Martin MPO FY20/21-FY21/22 Unified Planning Work Program.

DULY PASSED AND ADOPTED THIS 11 DAY OF May, 2020

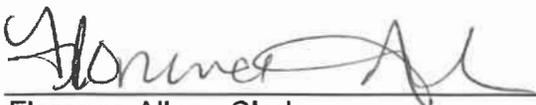
MARTIN METROPOLITAN PLANNING ORGANIZATION

  
\_\_\_\_\_  
Doug Smith, Chairman

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

  
\_\_\_\_\_  
Sarah W. Woods, County Attorney

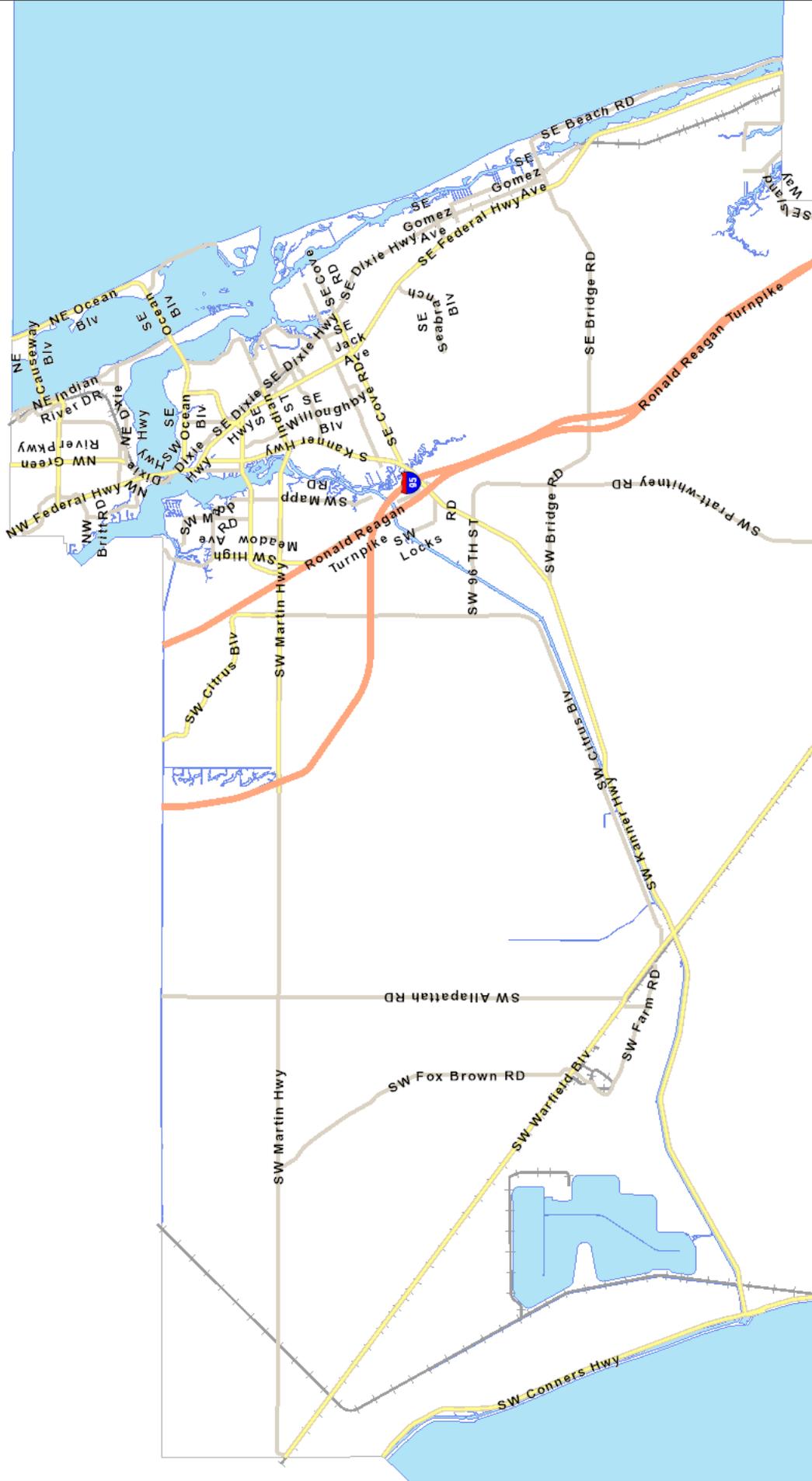
ATTEST:

  
\_\_\_\_\_  
Florence Allen, Clerk

# APPENDIX D

## Planning Area Map & UPWP Resolution

# Martin Metropolitan Planning Area



Friday, February 21, 2014, 10:29:22 AM, Disclaimer: The Geographic Information System map product, received from Martin County, ("COUNTY") is provided "as is" without warranty of any kind, and the COUNTY expressly disclaims all express and implied warranties, including but not limited to the implied warranties of merchantability and fitness for a particular purpose. The COUNTY does not warrant, guarantee, or make any representations regarding the use, or the results of the use, of the information provided to you by the COUNTY in terms of correctness, accuracy, reliability, timeliness or otherwise. The entire risk as to the results and performance of any information obtained from the COUNTY is entirely assumed by the recipient. Please contact the responsible Martin County Department for specific determinations.

**RESOLUTION NUMBER #20-05**

**A RESOLUTION OF THE MARTIN METROPOLITAN PLANNING ORGANIZATION (MPO) OF MARTIN COUNTY, FLORIDA, APPROVING THE FY20/21-FY21/22 UNIFIED PLANNING WORK PROGRAM AND AUTHORIZING THE EXECUTION OF THE METROPOLITAN PLANNING ORGANIZATION AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR FEDERAL HIGHWAY ADMINISTRATION FUNDS UNDER THE FEDERAL TRANSPORTATION ACT**

**WHEREAS**, the Martin Metropolitan Planning Organization ("Martin MPO") is the designated and constituted body responsible for the urban transportation planning and programming process of the Martin County, Florida, portion of the Port St. Lucie urbanized area; and,

**WHEREAS**, the United States Department of Transportation Regulations and Florida Statutes require that Martin MPO prepare the FY20/21-FY21/22 Unified Planning Work Program as a prerequisite for certification of the transportation planning process and as a condition of Federal Financial Assistance; and,

**WHEREAS**, the Metropolitan Planning Organization Agreement between the Martin MPO and the Florida Department of Transportation (FDOT) identifies the responsibilities for cooperatively carrying out the Federal Highway Administration portion of the Metropolitan Planning Process and accomplishing the transportation planning requirements of state and federal law; and,

**WHEREAS**, the FY20/21-FY21/22 UPWP is Exhibit A of the Metropolitan Planning Organization Agreement between the Martin MPO and FDOT.

**NOW, THEREFORE, BE IT RESOLVED BY THE MARTIN METROPOLITAN PLANNING ORGANIZATION, THAT:**

Section 1. The Martin MPO approves the FY20/21-FY21/22 Unified Planning Work Program.

Section 2. The Martin MPO Administrator or designee is authorized to make minor changes and to furnish additional information as the Florida Department of Transportation may require in connection with the FY20/21-FY21/22 Unified Planning Work Program.

Section 3. The Chairman or his designee is authorized to execute the Metropolitan Planning Organization Agreement and other documents the Florida Department of Transportation requires to aid in the financing of the Federal Highway Administration funded portions of the Martin MPO FY20/21-FY21/22 Unified Planning Work Program;

DULY PASSED AND ADOPTED THIS 11 DAY OF May, 2020

MARTIN METROPOLITAN PLANNING ORGANIZATION



Doug Smith, Chairman

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



Sarah W. Woods, County Attorney

ATTEST:



Florence Allen, Clerk

# APPENDIX E

## FDOT D4 Planning Activities

## FDOT District 4 Planning Activities FY 20/21 to FY 21/22

The following list is representative of (but shall not constrain) the typical planning activities that are performed by FDOT District Four on either a continuous basis, or intermittently as needed, to serve the needs of the public and FDOTs partner agencies using State and Federal funds authorized for Planning purposes.

Activities listed below may be undertaken at any time by FDOT during the two-year UPWP cycle, and are at the discretion of District Four based on identified need.

- MPO Planning Support activities
- Alternative Fuel Corridor Planning
- GIS Application Development and System Maintenance
- Travel Demand Model Development and maintenance activities in partnership with other FDOT District(s) and/or MPO agencies\*\*
- Systems Planning and Reviews
- Interchange Reviews
- Strategic Intermodal System (SIS) Planning
- ETDM/Community Impact Assessment
- Transportation Statistics Development
- Federal Functional Classification
- Administer Traffic Counts Program
- Modal Development Technical Support
- Transportation Alternatives Program Development
- Commuter Services
- State Highway System Corridor Studies
- Complete Streets Studies
- Growth Management Impact Reviews
- Regional Transit and Express Bus Planning
- Multi-modal Operations Analysis
- Concept of Operations Development
- Transit/Roadway ITS Planning
- Access Management
- Freight Planning and Reviews
- Florida Transportation Plan Updates
- Promoting and coordinating Safety for all modes of transportation, including bicycle and pedestrian
- Congestion Management and Managed Lanes Planning
- Consistency Review (Coastal Zone Management & Policy)
- Context Classification
- Corridor Network Connectivity Planning
- Corridor Preservation
- Mobility Planning
- Multimodal Level of Service (LOS) Planning
- Park & Ride Planning
- Transit Oriented Development
- TSM&O Planning Support
- Transportation Disadvantaged (access to mobility)
- Transportation Resilience/Sustainability
- Data Driven and Sketch Planning Model Development
- Multi-modal Corridor Studies
- Data collection and Analysis to support Multi-modal Planning
- Community Outreach and Support Planning
- Travel Forecasting

**\*\* Regional planning activities in support of the Travel Demand Model Development and maintenance will be undertaken in partnership with other FDOT District(s) and Metropolitan Planning Organizations. A detailed summary of the transfer and receipt of funds supporting regional modeling activities are specific to each Planning Organization, and are provided in more detail in Task 6 of this UPWP.**

The representative list of Planning Activities provided above may be undertaken by District Four consistent with support of the following directives:

- The Seven goals of the current Florida Transportation Plan (FTP), as may be amended during this UPWP cycle:
  - Safety & Security
  - Infrastructure
  - Mobility
  - Transportation Choices
  - Economic Competitiveness
  - Quality Places
  - Environment & Energy
  
- The FDOT secretary's "vital few":
  - Safety
  - Mobility
  - Innovation
  - Fostering Talent
  
- The UPWP emphasis areas published from Office of Policy Planning
  - Safety
  - System Connectivity
  - Resilience
  - ACES (Automated/Connected/Electric/Shared-use) Vehicles

This list of District Four Planning Activities includes both the highway and other modes (e.g. airports, seaports, rail, freight/passenger terminals, urban fixed guideway, etc.).

# APPENDIX F

## Revisions

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# APPENDIX G

## Comments and Responses



Planning Comments

Document Name: Draft 20/21-21/22 UPWP

MPO: Martin MPO

Date of Document:

Date Received:  
3/15/2020

Date Reviewed:  
4/6 &-14/2020

District:  
4

Reviewed by: Stacie Blizzard and Rob Sachnin

**COMMENTS:**

Page #	Comment Type	Comment Description	Martin MPO Response(s)
General	Critical	Reminder for the Final UPWP: All Certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI Nondiscrimination Policy Statement and Disadvantaged Business Enterprise (DBE) statements should be signed and dated, and included in the final copy of the document.	MPO will included all signed and dated documents.
General	Critical	Each task must link activities and end products as well as to identify milestones for the activities and end product due dates (month and year). If an activity is ongoing – please identify if it occurs monthly, quarterly, annually and which years. Some of these are provided but many are not. If an end product will not be completed during this UPWP, then it must be identified when it will be completed as well. Some notes are provided below for the individual tasks related to this, but not all. Please review all tasks for this requirement. Please ensure all tasks include more information for the activities that will be performed. Some are extremely broad.	All tasks link activities and end products accordingly.
General	Critical	Please note that any equipment/capital asset (this includes software) purchases with unit costs equal to or greater than \$5,000 must have prior review and approval from FHWA unless the UPWP contains sufficient detailed information for this review. Currently as drafted, this UPWP does not and will require this	UPWP does not include any equipment/capital assets over \$5,000.

		information to be submitted to FHWA for approval.	
General	Critical	As written it is very difficult to determine consultant participation and does not provide enough detail – such as the scope of work, work to be accomplished, anticipated completion dates, products produced and scope or work costs. As written every scope or work and work order will be required to be submitted for review and prior approval since this information is not provided in the UPWP. If it is provided in the final UPWP with sufficient detail, then the scopes will not need to be sent separately for review and approval to FDOT and FHWA Consultant Services. This includes the General Planning Consultant contracts mentioned in the Organization and Management M PO Administration section of the UPWP.	A budget category description detail is provided.
General	Critical	If planning activities are proposed for funding under the 49 USC 5307 program or any other FTA program, please ensure they are listed and programmed in the UPWP.	Included in Final UPWP
General	Critical	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.	Funding is not being carried over from the prior-year UPWP.
General	Critical	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.	So noted
General	Critical	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. Please note that in addition to TAM, there is an upcoming deadline for MPO PTASP target setting that will occur during the next UPWP cycle.	Included text regarding PTASP target.
General	Critical	Please include activities under the appropriate task to review and update the MPO's COOP to consider pandemic scenarios. Additionally, it is suggested that the MPO review and consider what alternative operational and alternative public involvement outreach strategies may be required for these type of events (particularly if it is long term). This review may entail updating operational documents such as PPPs, bylaws, and others.	Included text regarding COOP to consider pandemic scenarios.
General	Critical	For TMAs, all major transportation planning efforts/studies within the MPO boundaries should be described in the UPWP (including corridor and sub-area studies in accordance with 23 CFR 450.318)	So noted

		regardless of source of funding or entity undertaking the work.	
General	Editorial	Please include in the appropriate Task an activity to capture the MPO's activities to monitor and prepare for the release of 2020 U.S. Census results.	Included text regarding 2020 U.S. Census results.
General	Critical	When submitting the final UPWP for approval, please include a copy of all the reviewing agencies' comments and how the MPO addressed each comment. This can be included as an appendix in the UPWP.	Appendix G has been added to the document.
General	Critical	Does the TPO perform any activities ineligible for federal funds such as legislative work – position development, etc.? If so, local funds should be programmed on the appropriate tasks activities and included in the UPWP	N/A
Acronyms	Editorial	FCTD Is missing.	Definition added.
Introduction		Introduction provides a clear picture to the reader of the priorities of the MPO – well done!	
Introduction	Critical	Soft Match Definition – Please ensure you identify the soft match ratio for PL Funds of 80:20 and please check to ensure all the match amounts in the introduction (Both PL and the STBG – SU) and the budget tables are identified correctly using this ratio. STBG - SU funds still use the sliding scale and need to be calculated using that ratio of 81.93:18.07 This match must be shown in the Summary Budget tables as well.	STBG funds are not used in the Martin MPO UPWP. Language has added to explain PL match.
Introduction	Editorial	Planning Emphasis Areas Thank you – very well done and clear to the reader	
Organization and Management	Enhancement	The MPO Agreement described and date should be for the new UPWP not the previous one.	Language has been revised.
Task 1	Editorial	<ul style="list-style-type: none"> <li>UPWP Development – Under products – Closeout of 2018/19-2019/20 UPWP should be listed as activity and Milestones/Deadlines included.</li> <li>Consider separating out or expanding the activities for the Federal Certification in 2021 since it will require preparation, a site visit and some form of public input outreach. There is more activity for the TPO staff than just participation.</li> </ul>	<p>Closeout language added.</p> <p>Separated Federal Certification.</p>
Task 7	Critical	If the MPO will be contributing any federal funds to another MPO or entity for regional coordination work and end products (or the MPO is receiving federal funds from other MPOs or entities for the same or any purpose), those funds and activities must be reflected in the all the participating MPOs' UPWPs consistently. Please coordinate with the District and FHWA to ensure the proper format to reflect these	Regional coordination with surrounding MPO's are included in Task 7; MOU's will be provided to FHWA for review.

		<p>funds are being used, as some should be included in the total PL funds being requested and in other circumstances those funds should not be included. Please also provide the FHWA with a copy of any Memorandum of Understandings (MOUs) for these types of activities.</p>	
Summary Budget Tables	Critical	<ul style="list-style-type: none"> <li>• Budget tables and the Task tables need a breakdown of the different elements in each task so that the reader is able to identify how much those elements cost.</li> <li>• Summary budget tables should include a column for STBG (what kind ) and its soft match amount.</li> <li>• Summary budget tables should include a column for STBG (what kind ) and its soft match amount.</li> <li>• Please confirm Funding levels before the final UPWP is submitted as PL funds are over programmed in Year 2. If funding is overprogrammed, the UPWP will be approved only for the levels of funding available and verified from the Central Office PL fund Coordinator and the Districts' Work programs for STBG levels</li> </ul>	<ul style="list-style-type: none"> <li>• Budget tables have been revised</li> <li>• N/A</li> <li>• N/A</li> <li>• See Martin FY20/21 and FY21/22 UPWP Sheet prior to Budget Tables</li> </ul>

MPO Name:	Draft/Final:	Reviewed by and Date:	MPO Response		
Martin MPO	Draft	Mira Skoroden, 03/16/2020; Revised 04/30/2020			
<b>A. COVER AND TITLE PAGE</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>	<b>Comment(s)</b>	<b>Response(s)</b>
Includes CFDA Number?	X		i		
Includes Federal Aid Project Number (FAP)?	X		i		
Includes FM Number (Work Program)?	X		i	Remove the following: "FM#439328-3" it is provided in the line above Please do not abbreviate; Add: CFDA No. 20.205 - Highway Planning and Construction; CFDA No. 20.505 - Federal Transit Technical Studies Grant (Metropolitan Planning)	has been removed
Name of MPO and Funding Agencies?	X		i		abbreviations removed
The correct fiscal years for the proposed UPWP are listed?	X		i		phone # and website has been added
MPO physical, mailing, and website addresses; phone numbers	X	X	i	Please include main phone # and website of the MPO on the front page.	
The Final UPWP includes an approved signature or MPO resolution and the date of MPO Board action?				Anticipated date 05/11/2020	
The Final UPWP includes the Cost Analysis Certification signed and dated by the Grant Manager (MPO Liaison)?				Anticipated date 05/11/2020	
<b>B. TABLE OF CONTENTS</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>	<b>Comment(s)</b>	<b>Response(s)</b>
Introduction	X		3		
Organization and Management	X		11		
Work Program Task Sheets - includes the following sections:					
1. Administration	X		19		
2. Data Collection	X		27-29		
3. Transportation Improvement Program	X		32		
4. Long Range Transportation Plan	X		30		
5. Special Project Planning	X		8-9; 41-44		
6. Public Involvement	X		24		
Summary Budget - Table 1 - Agency Participation (broken out by year)	X		45		
Summary Budget - Table 2 - Funding Source (broken out by year)	X		46		
District Planning Activities		X	2; APPENDIX E	The District Planning Activities will be provided (APPENDIX E: FDOT D4 Planning Activities)	
Statements and Assurances	X		2		
FTA Grant Application (if included in UPWP)	X		2; 14	APPENDIX C	
Each Task is consistent in number, wording, and references page numbers with each respective task sheet	X		19; 24; 27; 30; 32; 34; 41		
<b>C. INTRODUCTION</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>	<b>Comment(s)</b>	<b>Response(s)</b>
Brief definition of the UPWP	X		3	Add definition of UPWP - "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, timeframes for completing the work, the cost of the work, and the source(s) of funds" 23 C.F.R. 450.104	added definition of UPWP
Current overview of the status of comprehensive transportation planning activities	X		4; 5		
Discussion of local and regional planning priorities	X	X	5	No mention of regional planning priorities	discussions of regional planning priorities expanded
Planning tasks to be performed with funds under Title 23 and Title 49 Chapter 53 (Public Transportation)	X		10; 11; 15		
A description of the metropolitan transportation and transportation related air quality planning activities (if applicable) anticipated in the non-attainment area regardless of funding sources or agencies conducting air quality activities	X		5		
Discussion of soft match, including a definition and the amount (both as a total and the percent)	X		10		
Indirect Cost Rate (if applicable)		X		N/A	
Description of Public Involvement process used in development of UPWP	X		6; 17; 18; 24; 25; 26; 34; 37		



Certain FTA grants - Form 424		N/A	The Office of Modal Development provides that application documentation yearly, typically in the fall, with the final allocation. Documents will be included when completed. This will probably occur well after adoption.	
Certain FTA Grants: FTA Certification / Assurances		N/A	The Office of Modal Development provides that application documentation yearly, typically in the fall, with the final allocation. Documents will be included when completed. This will probably occur well after adoption.	
Affirmation of Applicant		N/A	The Office of Modal Development provides that application documentation yearly, typically in the fall, with the final allocation. Documents will be included when completed. This will probably occur well after adoption.	
Affirmation of Applicant's Attorney		N/A	The Office of Modal Development provides that application documentation yearly, typically in the fall, with the final allocation. Documents will be included when completed. This will probably occur well after adoption.	
Budget showing total funds by classifications		N/A		
Budget showing FTA funds only by classifications		N/A		
<b>H. TABLE 1: AGENCY PARTICIPATION</b>			<b>Response(s)</b>	
Participating agencies identified with funding commitments	X	45		
Table includes only those District planning activities scheduled to occur within the MPO Boundaries	X	45		
Table shows the amount of funds set aside for work by consultants	X	15; 22; 23; 26; 29; 31; 33; 40; 44; 45		
There is one table for Year 1 and one table for Year 2	X	46		
<b>I. TABLE 2: FUNDING SOURCE</b>			<b>Response(s)</b>	
Proposed funding sources and budgeted funds are identified by task and subtask for each appropriate funding source, and are consistent with applicable Task Sheet	X	45; 46	No sub-task listed, only tasks. Funds should be tied to each task individually; will later be reflected on progress reports on individual activities (shown in invoices) by reflecting percentage-complete.	
The Department's PI and FTA matching funds are shown separately	X	45; 46	No sub-task listed, only tasks. Funds should be tied to each task individually; will later be reflected on progress reports on individual activities (shown in invoices) by reflecting percentage-complete.	
Federal, state, and local contribution levels are provided by task and subtask	X	45; 46	This is a correct statement, there are no sub-tasks within this UPWP.	
The total amounts shown in each task agree with the amounts shown in Table 1: Agency Participation	X	45	Tables renamed	
There is one table for Year 1 and one table for Year 2	X	46	Tables renamed	
<b>J. GENERAL</b>			<b>Response(s)</b>	
The Final UPWP was received and endorsed or approved by the TAC, CAC, and the MPO prior to distribution			Draft Final of the UPWP was approved by the Joint CAC/BPAC/TAC Meeting on April 29, 2020	
Documentation of the endorsement or approvals (e.g., a MPO Resolution, meeting minutes, letter of authentication) are included				
Tasks or activities to correct or eliminate deficiencies noted in the previous federal and/or state certification reviews are identified in the UPWP			N/A - No corrective activity required from previous certifications	
The annual audit is included as part of the Program Administration Task, and as a separate line item	X	19; 20		
Equipment purchases are identified as part of a task	X	20; 22; 23		
Equipment rentals and leases are included by task	X	20; 22; 23		
Matrix that identifies how each task relates to the Planning Emphasis Areas and Planning Factors	X	17		
		<b>ADDITIONAL FDOT COMMENTS</b>		
				<b>Response(s)</b>
			Comment Description	



	Enhancement	39	Required Activities, second bullet: Suggest adding participation in the update of the Florida Transportation Plan scheduled for adoption in December 2020 to participation in FTP implementation as an ongoing activity.	added text
	Enhancement	39	Required Activities, third bullet: Recommend adding "working with member jurisdictions and others to enhance connectivity."	added text
	Enhancement	40	Because the budget is a compilation of various programs, recommend clarifying the amount and type of funding is being applied to each product. This may help track how much resources are being allocated to each program.	added Budget Category Description Detail for each Task
	Enhancement	41	Suggest modifying maps or adding maps to show metropolitan planning area boundaries and how those boundaries relate to UZA boundaries. Maps with this information help explain why regional transportation planning and coordination are an important element of the work conducted by the three M/TPOs.	so noted
	Enhancement	41	Suggest clarifying the duties/functions of the TCTC (e.g. regional planning and project prioritization, regional public involvement, etc.) and account for regular meetings of the TCTC (and TCTAC).	clarified what the TCTC does
	Enhancement	41	Ensure Martin UPWP is consistent with other Treasure Coast UPWPs in terms of RL RTP completion date and description on how the RL RTP will be collaboratively funded and developed through the TCTC/TCTAC.	so noted
	Enhancement	42	US-1 Corridor Retrofit Project, Required Activities, first bullet: Clarify the term "surrounding communities" by identifying them.	added text
	Enhancement	42	US-1 Corridor Retrofit Project – Phase 2 Study: suggest utilizing the Florida TOD Guide Book (found at: <a href="http://www.ftod.com/fl_tod_guidebook.htm">http://www.ftod.com/fl_tod_guidebook.htm</a> ) for Model Transit Oriented Development Comprehensive Plan - Goals, Objectives, & Policies and Land Development Regulations for Florida, to assist in "developing example policies that would facilitate transit-supportive redevelopment of the existing land uses along the corridor."	
	Enhancement	42	Add an activity to update the existing (or prepare a new) Continuity of Operations Plan (COOP).	added text
				added text