

**FY 2022/23 – FY 2023/24  
UNIFIED PLANNING WORK PROGRAM  
FAP PL 0418(058)**



**Indian River County  
Metropolitan Planning Organization  
(Sebastian- Vero Beach South-  
Florida Ridge Urbanized Area)**  
*www.irmpo.com*

**April 13, 2022**

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MPO Chairman

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**Indian River County Metropolitan Planning Organization**

**FY 2022/23 – 2023/24**

**UNIFIED PLANNING WORK PROGRAM**

In cooperation with:

Florida Department of Transportation - District Four

USDOT - FHWA and FTA

CFDA No. 20.205 - Highway Planning and Construction

CFDA No. 20.505 - Federal Transit Technical Studies Grant (Metropolitan Planning)

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# INTRODUCTION

## Definition

A Unified Planning Work Program (UPWP) is “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 CFR 450.104

The UPWP for the Sebastian – Vero Beach urbanized area was adopted in the spring of 2020 and identified transportation related planning activities to be conducted over a two year period starting in Fiscal Year 2020/21. In response to State of Florida requirements, the MPO has developed this UPWP to identify transportation planning activities for both Fiscal Years 2022/23 and 2023/24. The objective of this work program is to **ensure that the Indian River County MPO’s continuing, cooperative and comprehensive (3-C) approach to planning for transportation needs is maintained and properly coordinated with local governments, adjacent counties, other T/MPOs, FDOT, the Treasure Coast Regional Planning Council, the public, and partners in developing a multimodal transportation system.**

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

## Overview of the Status of Comprehensive Planning Activities

Through MPO staff and consultant work, grant and in-kind support from FDOT, and support from various county and city departments, the MPO can undertake the technical studies, data collection activities, and administrative functions necessary to maintain a continuous, comprehensive and cooperative (3-C) transportation planning process in the Vero Beach-Sebastian Urbanized Area. With those resources, the MPO can also conduct expanded regional coordination activities. Through the activities represented in this UPWP, the MPO can address its priorities in a comprehensive manner.

To coordinate MPO planning activities with local government long range planning activities, MPO staff reviews comprehensive plan amendments and various transportation grant applications, discusses planning efforts with staff from other local governments, the regional planning council, and state agencies, and provides technical assistance as needed. In addition, the MPO reviews and comments on projects that are subject to the Intergovernmental Coordination and Review process. With respect to comprehensive planning on a regional level, the MPO has been actively involved in planning efforts with its Treasure Coast counterparts on activities such as establishment of the Treasure Coast Transportation Council, the development of the 2045 Treasure Coast Regional Long Range Transportation Plan, include

the establishment of the Treasure Coast Transportation Council; the development of a Treasure Coast Transportation Plan and list of prioritized projects; and the development of three- and five-county regional planning models.

### **Planning Priorities for the Metropolitan Area**

With a growth rate of about 17 percent between 2010 and 2021, Indian River County experienced increasing traffic volumes and localized congestion. Consequently, recent planning priorities have included transportation system monitoring, congestion mitigation, and future transportation system planning. Given Florida's high pedestrian and bicycle fatality rates, and in light of demand for increased accommodation of non-motorized transportation modes, the MPO has placed emphasis on bicycle and pedestrian safety through such efforts as Bike/Ped Plans, Greenways Plans, and Complete Street policies. Most of the County's population lies within 3 miles of the coastal area, which increases the County's potential need for emergency evacuation. The County has also expressed the desire to enhance its economic competitiveness by expediting the transport of manufactured and agricultural products and tourists. For both of these reasons, the County has prioritized development of and access to local SIS facilities in the planning process. Finally, in light of the aging population and the desire to develop alternatives to single occupant travel, the County has emphasized transit system development and seen record ridership in recent years.

### **Consolidated Planning Grant**

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

### **Air Quality Planning Activities**

The Sebastian/Vero Beach Urbanized Area is currently in Attainment for national air quality standards. The MPO will monitor this status and engage in future planning activities as appropriate.

### **UPWP Format and Planning Tasks**

The 2022/23 – 2023/24 UPWP covers the period from July 1, 2022 to June 30, 2024. During preparation of this UPWP, input was obtained from a number of public entities, including: FDOT; the Federal Highway Administration (FHWA); the Federal Transit Administration (FTA); Indian River County; local municipalities; and members of the Metropolitan Planning Organization (MPO), MPO Technical Advisory Committee (TAC), MPO Citizens Advisory Committee (CAC), and MPO Bicycle Advisory Committee (BAC). Input was also obtained from the St. Lucie, Martin, and Space Coast T/MPOs.

In accordance with the latest edition of the Metropolitan Planning Organization Program Management Handbook, a number of planning tasks will be performed by the MPO using funds governed by Title 23 United States Code (Highway Planning and Research Program Administration) and Title 49 Code of Federal Regulations (Uniform Administrative Requirements for Grants and Cooperative Agreements to States and Local Governments). The specific transportation planning programs to be undertaken by MPO staff during the upcoming fiscal years are organized into seven major categories (or Tasks). These are as follows:

1. Administration and Management
2. Data Development and Management
3. Long Range Planning
4. Short Range Planning
5. Systems Planning and Special Studies
6. Public Outreach
7. Regional Activities

A more detailed description of categorical tasks appears in the Work Program beginning on page 18 of the document.

### **Soft Match**

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. The “soft match” amount being utilized to match the FWHA funding in the UPWP is 18.07% of FHWA program funds for a total of \$300,329.

### **Public Involvement**

This UPWP was developed in accordance with the MPO’s Public Participation Plan (PPP). As such, numerous opportunities for public involvement were provided throughout the UPWP development process. During preparation of the UPWP, input was sought from both the MPO Technical Advisory Committee and the MPO Citizens Advisory Committee. In addition, the MPO sent a letter to general purpose local governments soliciting projects and activities to be included in the new UPWP.

Throughout the UPWP development process, the MPO provided opportunities for all segments of the community, including traditionally under-served and under-represented persons, to participate in the planning process. That was accomplished by following the MPO’s PPP, presenting the UPWP to the CAC which has a minority community representative, making UPWP information available at the County



Planning Division office (a location frequented by many members of the public), conducting meetings in communities with high transportation disadvantaged populations (as identified in the Community Characteristics Report), providing UPWP information on the MPO's web site and social media sites, and through other means.

Prior to approval of the UPWP, the MPO also held a public meeting to review the proposed UPWP, consider comments from the CAC, TAC, BAC, and the public, and provide an opportunity for additional public input into the UPWP.

### **Federal Planning Factors**

Fixing America's Surface Transportation (FAST Act), the Federal transportation authorization bill signed into law in 2015, identifies the following ten (10) planning factors to be addressed in this UPWP:

- (1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (2) Increase the safety of the transportation system for motorized and non-motorized users;
- (3) Increase the security of the transportation system for motorized and non-motorized users;
- (4) Increase accessibility and mobility of people and 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;
- (9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- (10) Enhance travel and tourism.

The table below summarizes how the ten planning factors are addressed in various tasks of the Indian River County MPO's UPWP:

Task	Description	Fast Act Planning Factors									
		1	2	3	4	5	6	7	8	9	10
1	Administration and Management	•	•	•	•	•	•	•	•	•	•
2	Data Development and Management	•	•	•	•	•	•	•	•	•	•
3	Long Range Planning	•	•	•	•	•	•	•	•	•	•
4	Short Range Planning	•	•	•	•	•	•	•	•	•	•
5	Systems Planning and Special Studies	•	•	•	•	•	•	•	•	•	•
6	Public Outreach	•	•	•	•	•	•	•	•	•	•
7	Regional Activities	•	•	•	•	•	•	•	•	•	•

**Carryover Activities.** The development of 2045 Treasure Coast Regional Long Range Transportation Plan (RLRTP) is a carryover activity from the 2020/21 – 2021/22 UPWP. During 2021, the MPO coordinated with the Martin MPO and St. Lucie TPO in the development of a scope of services and memorandum of understanding for the 2045 Treasure Coast Regional LRTP. For use in RLRTP development, \$20,000 in carryover funds are programmed in this UPWP from the previous UPWP (Task 7).

#### **Planning Emphasis Areas (PEAs) for Fiscal Year 2022/23 and 2023/24**

The State has provided four (4) PEAs related to **Safety, Equity, Resilience, and Emerging Mobility**. These Emphasis Areas, which are based on and consistent with the Florida Transportation Plan, are considered and addressed throughout the tasks and activities within this UPWP.

**Safety** is the leading criteria considered when developing all MPO plans and programs. The Indian River County MPO has adopted the State’s “Vision Zero” performance measure targets for safety. For improvement projects across all transportation modes, increasing safety for all system users is of paramount importance. In recent years, MPO projects have increased the number of sidewalks and bike lanes within the community, provided shelters for transit system passengers, and provided bicycle and pedestrian safety training to over 20,000 elementary school students within Indian River County. In this UPWP, planning funding has been provided to continue these safety efforts. In addition, the MPO is increasing its nonmotorized data collection efforts to help measure and monitor safety issues and implement studies, programs, and infrastructure improvements to improve safety for motorized and non-motorized users.

Like Safety, **Equity** is considered when developing all MPO plans and programs. The MPO prepared its first Community Profile/Socio-Cultural Effects Report in 2003, with two updates occurring in the following years. The most recent update (now referred to as the Community Characteristics Report) is based on the Census Bureau’s 2015 American Community Survey (ACS). An update based on 2020 Census and ACS data is included in the UPWP for FY 2022/23 – 2023/24. By updating the study, the MPO can assess the benefits of MPO plans and programs across socio-economic boundaries for both positive and negative impacts. With respect to those benefits, one traditionally underserved Community, the Gifford community, was assessed for Transit Service benefits as part of the TDP update. That Community is directly served by 5 of 15 GoLine Routes (33%) even though it contains less than 5% of the county's total population. This has been determined to be an efficient allocation of public resources since Gifford has

been identified as having low auto ownership rates, low incomes, and high dependency on public transportation.

**Resilience** can be defined as the ability to adapt to changing conditions and prepare for, withstand, and recover from disruption. Such conditions can encompass a wide variety of environmental, technological, economic, or social impacts. MPO plans and studies will assist with identifying projects to help manage or mitigate future climate impacts and maintain mobility and accessibility in the surrounding network. Proactive resiliency planning will help the MPO develop planning documents that are ultimately more realistic and cost-effective.

Finally, for the **Emerging Mobility** PEA, the Indian River County MPO has been considering how technology is changing the transportation landscape for several years. The impacts of these new technologies on safety, vehicle ownership, road capacity, vehicle miles traveled (VMT), land-use, roadway design, future investment demands, and economic development are considered to some degree in MPO planning efforts. Long range planning efforts need to recognize the challenges related to future unknown technologies and the degree and speed in which these technologies and vehicles will gain widespread usage.

The following matrix summarizes which UPWP Tasks will either directly or indirectly address the State PEAs.

Task	Description	Safety	Equity	Resilience	Emerging Mobility
1	Administration and Management	•	•	•	•
2	Data Development and Management	•	•	•	
3	Long Range Planning	•	•	•	•
4	Short Range Planning	•	•	•	•
5	Systems Planning and Special Studies	•	•		•
6	Public Outreach	•	•	•	
7	Regional Activities	•	•	•	•

## ORGANIZATION AND MANAGEMENT

### Metropolitan Planning Organization (MPO)

The Indian River County MPO is the primary agency responsible for transportation planning in the urbanized area of Indian River County. Consisting of twelve voting members representing local governments within the county, a non-voting representative from the Florida Department of Transportation (FDOT) and a non-voting representative from the Town of Orchid, the MPO has the authority and responsibility to develop and adopt plans, and to set priorities for the programming of improvements to the transportation system. The current MPO governing board membership is as follows:

- Indian River County Board of County Commissioners (5)
- City of Vero Beach (2)
- City of Sebastian (2)
- Town of Indian River Shores (1)
- City of Fellsmere (1)
- Indian River County School District (1)
- Town of Orchid (1 - Non-Voting)
- Florida Department of Transportation (1 - Non-Voting)

In addition, the Florida Department of Transportation (FDOT) serves the MPO as a non-voting advisor.

On April 10, 2013, the current (2013) MPO Apportionment Plan was adopted by the MPO. That plan retained the membership composition contained in the 2003 Apportionment Plan. Comments on that plan were received from FDOT in February of 2014. Shortly thereafter, the MPO developed a revised interlocal agreement and obtained acceptance of the revised interlocal agreement by all MPO voting member jurisdictions.

### Technical Advisory Committee (TAC)

The MPO Technical Advisory Committee is appointed by the MPO and is composed of technically qualified representatives of agencies responsible for controlling, developing and improving the transportation system in the urbanized area of Indian River County. The TAC has sixteen voting members who are appointed by the MPO. Besides local government staff, TAC members include staff representatives from the Vero Beach and Sebastian Airports, the Indian River County School District, the transportation disadvantaged program (community transportation coordinator), and others. TAC duties include the coordination of transportation planning and programming activities; the review of all transportation technical studies and reports; and the review of work programs and transportation improvement programs. The principal responsibility of the TAC is to provide technical recommendations to the MPO on transportation matters.

The TAC membership consists of the following:

- (1) One regular voting and one alternate member from the following Indian River County departments/divisions:

- (a) Public Works Department
  - (b) Community Development Department
  - (c) Traffic Engineering Division
  - (d) County Budget Office
- (2) Members and alternates from each of the following City of Vero Beach and City of Sebastian departments as specified:
- (a) Engineering (1)
  - (b) Planning (1)
  - (c) Aviation (1)
- (3) One member and alternate from the following agencies:
- (a) Town of Indian River Shores
  - (b) City of Fellsmere
  - (c) Town of Orchid
  - (d) Indian River County Sheriff's Department
  - (e) Indian River County School District
  - (f) Indian River County Senior Resource Association, Inc. (public transportation and transportation disadvantaged provider)

In addition, FDOT serves as non-voting advisor to the TAC.

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

The MPO Citizens Advisory Committee (CAC) consists of fourteen members. Those members represent and reflect the demographic composition of the MPO area. Of the fourteen total CAC members, twelve are appointed by MPO member local governments based on each government's voting representation on the MPO Board. Accordingly, five CAC members are appointed by the Board of County Commissioners; two each by the City of Vero Beach and the City of Sebastian; and one each from Fellsmere, Indian River Shores, and the Indian River County School District. The remaining two members represent racial minority interests and the transportation disadvantaged community, respectively, and are appointed directly by the MPO Board. Among its various duties, the CAC is responsible for providing the MPO and MPO staff with citizen input regarding transportation related matters. It should be noted that the MPO continuously evaluates and/or revises the membership of the CAC to ensure that its membership adequately addresses the intent of the state statutes governing CAC membership.

### **Bicycle/Pedestrian Advisory Committee (BAC)**

The BAC is a standing committee comprised of one representative from the County and one representative from each municipality, as well as a non-voting representative from FDOT. Among the representatives are bicycle store entrepreneurs; bicycle enthusiasts; law enforcement officers; competitive cyclists; and the general public. The BAC meets on the fourth Tuesday of every third month, with additional meetings on an as-needed basis to advise the MPO regarding bicycle and pedestrian issues.

### **Transportation Disadvantaged Local Coordinating Board**

Pursuant to Chapter 427, F.S. and Rule 41-2, F.A.C., the Local Coordinating Board (LCB) for the Transportation Disadvantaged program was established by the Board of County Commissioners in its then-current capacity as the Designated Official Planning Agency (DOPA) for the transportation disadvantaged program. The purpose of that board is to carry out the duties described in Rule 41-2. Beginning in 2000, the DOPA changed in 2000 from the Board of County Commissioners to the MPO.

The TDLCB is made up of representatives from various State and local agencies as well as citizen representatives. A member of the DOPA is annually appointed to serve as the LCB's Chairman.

### **Community Transportation Coordinator**

The Community Transportation Coordinator (CTC) is appointed by the DOPA and approved by the Florida Commission for the Transportation Disadvantaged pursuant to Chapter 427 F.S. and Rule 41-2 F.A.C. to deliver transportation services to transportation disadvantaged people in a coordinated and cost efficient manner. In Indian River County, the CTC works with the LCB and MPO staff to implement the TD service delivery plan. Since 1990, the Indian River County Senior Resource Association has served as the CTC for Indian River County. The Senior Resource Association provides fixed route, dial-a-ride, and complementary paratransit (demand responsive) public transportation services in the County.

### **Treasure Coast Transportation Council**

The Treasure Coast Transportation Council (TCTC) is an entity that was established by an interlocal agreement between the Indian River County and Martin MPOs and the St. Lucie TPO. The purpose of the TCTC is to promote transportation coordination by developing regional long range plans and priorities. With respect to one source of funding, the Transportation Regional Incentive Program (TRIP), the TCTC provides a priority list directly to FDOT that is used to program funding across the three-county area. The TCTC governing board is composed of two members from each of the three member MPOs, with FDOT and Treasure Coast Regional Planning Council representatives serving as non-voting members.

### **Treasure Coast Technical Advisory Committee**

The Treasure Coast Technical Advisory Committee (TCTAC) is composed of technically qualified representatives of agencies responsible for controlling, developing and improving the transportation system in the Treasure Coast (Martin, St. Lucie, and Indian River County) region. The TCTAC is composed of two members of each T/MPO and a member from FDOT.

### **MPO Administration**

Through a staff services agreement, Indian River County Community Development Department employees serve as staff to the Indian River County MPO. The present MPO organization consists of the MPO Staff Director; two full-time MPO Senior Planners; one full-time Administrative Assistant; and various other professional and support staff from the County's Community Development Department, as needed. The MPO currently has three General Planning Consultants under contract. The current General Planning Consultant contracts expire in October 2022, and the MPO anticipates procuring new General Planning Consultant contracts at that time.

## Agreements

Presently, the MPO has various agreements in place with state and local governments and agencies that promote the 3-C planning process.

The following is a list of continuing agreements:

- MPO Agreement - This agreement between FDOT and the Indian River County MPO provides for the distribution of PL funds to the MPO. In recent years, the MPO agreement runs concurrently with the UPWP, with each agreement expiring and being replaced by a new agreement every two years. The current agreement was executed on June 23, 2020 and expires on June 30, 2022. It includes the terms applicable to the MPO for the use of PL funds and incorporates the 2020/21 – 2021/22 UPWP as the Scope of Services for the expenditure of those funds.
- Interlocal Agreement - This is an agreement between FDOT and the local governments comprising the MPO. The purpose of this agreement is to formally establish the MPO, ensure that the MPO is eligible to receive federal funds, and implement a continuing, cooperative and comprehensive transportation planning process. The original agreement was executed on April 12, 1993; a new Interlocal Agreement recognizing the 2013 MPO Apportionment Plan was executed in 2014.
- Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement - This is an agreement between the Indian River County MPO, the local agencies responsible for the operation of mass transit and aviation transportation services, the Treasure Coast Regional Planning Council, and FDOT. The purpose of this agreement is to ensure a coordinated public transportation planning and conflict resolution process. This agreement was executed in March 1999.
- Staff Services Agreement - This is an agreement between the Indian River County MPO and the Indian River County Board of County Commissioners. This agreement states that the County will provide staff services to the MPO to support the MPO's functions. This agreement was executed in September 2012.
- Interlocal Agreement for Creation of the Treasure Coast Transportation Council (TCTC) - This is an agreement between the Indian River, Martin, and St. Lucie MPOs. This agreement creates a regional transportation entity and provides for each MPO to cooperate through this entity for developing regional plans and work products. This agreement was executed in April 2006.
- Public Transportation Grant Agreements with FDOT for 5305(d) funds - At this time, there are three existing 5305(d) agreements between FDOT and the MPO, which provide funding to support transit planning activities by the MPO. Those agreements were executed in 2019, 2021, and 2022.

## **Operational Procedures and Bylaws**

The MPO operates under a duly adopted set of bylaws (most recently revised on February 10, 2016). Staff, provided by Indian River County, operates under the rules and procedures of Indian River County. As a separate legal entity from the County, the MPO operates under statutes, regulations and procedures set forth by the State of Florida and the federal government.

Official records of MPO business are maintained at the MPO Administrative Offices in the Indian River County Community Development Department at the Indian River County Administration Building, 1801 27th Street, Building A, Vero Beach, Florida, 32960-3388.

All MPO records are available for public inspection during normal business hours, currently 8:30 am to 5:00 pm Monday through Friday. The Indian River County MPO's operational procedures fully comply with the Public Records Laws and the Sunshine Laws of the State of Florida.

## **Certification Statements and Required Forms**

A modified state certification review of the MPO was conducted on February 11, 2021. As documented in the 2021 state certification review, the MPO remains certified. As of the drafting of this UPWP, the 2022 state certification review is nearing completion and will further state that the MPO remains certified.

Other Certifications, including Debarment and Suspension, DBE Utilization, Lobbying, and Title VI appear later on in the document.

## **Indirect Cost Rate**

The MPO does not charge an Indirect Cost Rate. Instead, an Administrative Services Fee of 10% is applied to all salary, travel, and consultant expenses for use by the host agency, Indian River County. That fee was calculated by and mutually agreed to by the MPO Staff Director and County Budget Director based on interdepartmental charges and expenses.



## WORK PROGRAM TASKS

- Task 1. Administration and Management
- Task 2. Data Development and Management
- Task 3. Long Range Planning
- Task 4. Short Range Planning
- Task 5. Systems Planning and Special Studies
- Task 6. Public Outreach
- Task 7. Regional Activities

## Task 1: Administration and Management

### Purpose:

To coordinate, administer, and manage a continuing, comprehensive and cooperative (3-C) transportation planning process for the Indian River County MPO Planning Area. Included in this task is preparation of a Unified Planning Work Program (UPWP) consistent with the MPO Agreement and listing the transportation studies and tasks to be performed by the MPO staff or consultants.

### Previous Work Completed:

MPO staff provided technical assistance and administrative support for MPO Board and advisory committee meetings, including the preparation of agendas, minutes, and reports. MPO staff maintained records, prepared progress reports and invoices, prepared agreements and resolutions, and prepared certification documents. MPO staff coordinated with Federal, State, and local partners in preparing, maintaining, and updating contracts and agreements. MPO staff coordinated with FDOT District 4 in the preparation of certification documents. MPO staff attended workshops and training sessions. MPO staff maintained Civil Rights and other federal compliance programs. MPO staff implemented the FY 20/21 – 21/22 UPWP, and coordinated the development of the FY 22/23 – 23/24 UPWP.

### Required Activities:

#### Project Management and Administration

- Providing technical assistance to the MPO, TAC, CAC, and BAC.
- Appointing committee members.
- Distributing meeting schedules, agendas, minutes, and staff reports.
- Undertaking personnel functions, including but not limited to managing staff, evaluating staff, and hiring new staff.
- Maintaining record keeping for proper management of charges, performance of grant requirements, annual audits, and budgets in accordance with the provisions of OMB Circular A-87.
- Conducting annual audits.
- Application for and management of the MPO's Consolidated Planning Grant (CPG), which combines funds from FHWA's Metropolitan Planning (PL) grant and FTA's Section 5305(d) transit planning grant.
- Managing the MPO's existing Section 5305(d) planning grants (from previous fiscal years).
- Preparing quarterly progress reports and invoices for CPG funds and Section 5305(d) funds.
- Maintaining and updating the map of the MPO's planning area boundary.
- Procurement of the MPO's General Planning Consultants.
- Monitoring and administering the activities of the General Planning Consultants.
- Maintaining and updating the MPO's web site.
- Participating in annual state Certification Reviews.
- Amending Plans and Programs for compliance with Performance Measure requirements.
- Maintaining and updating the MPO's Continuity of Operations Plan (COOP).
- Maintaining and updating the MPO's bylaws and other operational documents.

- Maintaining and updating the MPO's business plan.
- Submission of the MPO's plans and programs through the MPO Document Portal.

### **Training**

- Attending training workshops in travel demand/transportation modeling, public involvement, administration, land use, transit, intermodal and multimodal planning, and related activities.
- Attending Transportation Research Board (TRB), Association of Metropolitan Planning Associations (AMPO), USDOT, FDOT, and other partner agencies Conferences, Workshops, and Seminars.
- Attending MPOAC Institute training (Board Members Only).
- Attending quarterly staff directors' meetings and governing board meetings of the state MPOAC.
- Attending low-cost webinars, web conferences, and teleconferences sponsored by the Federal Transit Administration, Federal Highway Administration, American Planning Association and FDOT.

### **MPO Apportionment Plan and Post-Census Planning Activity**

- Review and evaluate the 2020 Census of Population and Housing and revised Urban Area boundaries, after its release by the US Census Bureau (anticipated later in 2022).
- Coordinate with federal, state, and local government representatives to update the MPO's apportionment plan.
- Review, evaluate, and refine the MPO's Urban Area boundary.
- Update the MPO's Planning Area boundary map.
- Update the federal functional classification of roadways in the MPO's planning area.

### **Civil Rights Programs**

- Maintain and update the Disadvantaged Business Enterprise (DBE) program and submit DBE activity semi-annually.
- Develop and maintain a nondiscrimination program in compliance with Title VI of the 1964 Civil Rights Act.
- Manage Title VI complaints and attend training.
- Conduct meetings in accessible venues and in Transportation Disadvantaged (TD) communities as stipulated in the MPO's Title VI plan.

### **UPWP Development and Reporting**

- Identify specific work tasks, end products, funding amounts and sources, and responsible and participating agencies.
- Track progress on work activities completed each quarter and document in the MPO's quarterly progress reports.
- Conduct Public Involvement, Regional, and Intergovernmental processes related to UPWP development and distribution.
- Incorporate new directives, planning emphasis areas, and required tasks into the second year of the UPWP; adjust funding in the second year of the UPWP based on fund allocations; and deobligate unspent funds.
- Develop and submit invoices and administrative requirements in a timely manner.

**Responsible Agency:**

Indian River County MPO

End Product	Completion Date
Meeting agendas for MPO Board and advisory committees.	Monthly
Semi-annual DBE reports to FDOT	Semi-annually (May/Nov)
CPG and 5305(d) Grants Invoices and Progress Reports	Quarterly
Annual single audit with Indian River County	Annually
Federal Transit Administration Certifications and Assurances	Annually
Attend MPOAC and General Workshops, Meeting, Conferences, and Training	Quarterly
UPWP amendments	As needed
RFQ for General Planning Consultants	October 2022
Joint MPO/FDOT Annual Certification Statement	January 2023
Joint MPO/FDOT Annual Certification Statement	January 2024
Deobligation of unused funds for carryover into next UPWP	April 2024
Unified Planning Work Program (UPWP) for 24/25 – 25/26	May 2024
MPO Agreement with FDOT for the upcoming UPWP for 24/25 – 25/26	June 2024

Task 1 Administration and Management Estimated Budget Detail		
2022/23		
Funding Source	FHWA	FY 2022/23 Total
Contract Number	G1056	
Source Level	CPG	
Personnel (salary and benefits)	\$94,546	\$94,546
Consultant Services	\$0	\$0
Travel	\$4,545	\$4,545
Administrative Services Fee	\$10,409	\$10,409
Equipment	\$5,000	\$5,000
<b>2022/23 Totals</b>	<b>\$114,500</b>	<b>\$114,500</b>
2023/24		
Funding Source	FHWA	FY 2023/24 Total
Contract Number	G1056	
Source	CPG	
Personnel (salary and benefits)	\$99,546	\$99,546
Consultant Services	\$0	\$0
Travel	\$4,545	\$4,545
Administrative Services Fee	\$10,909	\$10,909
Equipment	\$5,000	\$5,000
<b>2023/24 Totals</b>	<b>\$120,000</b>	<b>\$120,000</b>

## Task 2: Data Development and Management

### Purpose:

To support data collection efforts that address multimodal planning, including land use, roadway, transit, and bicycle/pedestrian. To collect and analyze traffic volume data on all thoroughfare plan roads within the MPO area and to obtain roadway characteristics data for such roads. To collect, analyze, project, and reconcile land use and socioeconomic data for input into the MPO's continuous planning process. To maintain, update, and expand the MPO's GIS database and perform GIS analyses. To collect system, safety, and performance data for input into other MPO plans and processes and for development of MPO Performance Measures. The Task is also funded through in-kind contributions made by Indian River County.

### Previous Work Completed:

MPO staff coordinated the collection of data for multimodal planning, including traffic counts, transit passenger data, bicycle/pedestrian counts, safety data, population, socio-economic, and development/land use data. MPO staff performed analyses and prepared and distributed traffic count reports to the MPO advisory committees, local governments, FDOT, interested citizens, and local business organizations. The MPO maintained a multimodal GIS database for use in MPO projects, plans, and activities. The MPO updated its vacant parcel model for use in transportation planning. Data collected are used by the MPO in model validation, future population and traffic estimation, Congestion Management, Priority Report development, and other activities.

During 2019, the MPO updated its Community Characteristics Report using data from the 2015 American Community Survey (ACS) by the US Census Bureau. The Community Characteristics Report provides a socioeconomic analysis of 25 subareas which comprise Indian River County. New for this update was data for each subarea on persons with disabilities, Limited English Proficiency (LEP) persons, and persons below the poverty level.

### Required Activities:

#### Collection and Analysis of Multimodal Transportation Data

- Average annual daily traffic (AADT) , future traffic, vested traffic and peak season traffic
- Peak hour/peak direction traffic volumes
- Adjustment factors
- Roadway Condition Data (including sign locations, signal timing plans, posted speeds, and pavement condition)
- Rail Crossing inventories and Quiet Zone data
- Turning Movements at Intersections
- Special Studies
- Bus stops and routes
- Transit facilities/passenger boardings and alightings
- Transit Quality/Level of Service
- Bicycle and pedestrian facilities, counts, level of service

- Truck Classification
- Travel time index and delay
- Functional Classification data
- Highway Performance Monitoring System/Roadway Condition Index data
- Intelligent Transportation System/Connected Vehicle data
- Regional inventory data
- System Performance Data
- Congestion Mitigation Crash Data, Fatality Data, and Injuries (for all modes of transportation)
- System Reliability
- HPMS, National Personal Survey, and cooperative data sets such as the Treasure Coast Household Travel Survey
- Roadway attributes, capacities, centerline, bridge, and pavement data
- Aviation

#### **Collection and Analysis of Geographic and Land Use Data**

- Land use and development
- Vacant Parcel Model data, including updates to the residential GIS database
- Aerial Photography

#### **Population, Demographic, and Socio-Economic Data**

- Collect and analyze data from the U.S. Census and American Community Survey (ACS)
- Maintain data on transit-dependent populations
- Maintain and update the Community Characteristics Report as Census and ACS data is released for the year 2020

#### **Geographic Information System (GIS)**

- Maintain and update the MPO's GIS database of multimodal transportation, land use, and population data

#### **Models**

- Maintenance and updates to the FSUTMS travel demand model, including network links and Traffic Analysis Zone structure
- Maintenance and updates to the Vacant Parcel Population Land Use Model

#### **Performance Measures**

- In coordination with FDOT, the MPO will analyze data collected to develop performance targets for Safety, Bridge and Pavement Condition, System Performance, Transit Asset Management, and Transit Safety.

#### **Responsible Agency:**

Indian River County MPO

End Product	Completion Date
Annual AADT report and map for CMP analysis	Annually
Annual Traffic Count Reports, in coordination with Indian River County	Annually
Community Characteristics Report with 2020 Census/ACS data	December 2022
Collect multimodal counts for transit passengers, bicyclists, and pedestrians and provide reports of such data	June 2024

Task 2 Data Development and Management Estimated Budget Detail			
2022/23			
Funding Source	FHWA	Local	FY 2022/23 Total
Contract Number	G1056	NA	
Source Level	CPG	Local	
Personnel (salary and benefits)	\$95,455	\$102,666	\$198,121
Consultant Services	\$0	\$0	\$0
Travel	\$0	\$0	\$0
Administrative Services Fee	\$9,545	\$10,267	\$19,812
Equipment	\$0	\$0	\$0
<b>2022/23 Totals</b>	<b>\$105,000</b>	<b>\$112,933</b>	<b>\$217,933</b>
2023/24			
Funding Source	FHWA	Local	FY 2023/24 Total
Contract Number	G1056	NA	
Source	CPG	Local	
Personnel (salary and benefits)	\$101,364	\$102,666	\$204,030
Consultant Services	\$0	\$0	\$0
Travel	\$0	\$0	\$0
Administrative Services Fee	\$10,136	\$10,267	\$20,403
Equipment	\$0	\$0	\$0
<b>2023/24 Totals</b>	<b>\$111,500</b>	<b>\$112,933</b>	<b>\$224,433</b>

## Task 3: Long Range Planning

### Purpose:

To maintain and implement the MPO's adopted 2045 Long Range Transportation Plan (LRTP). To develop a new 2050 Long Range Transportation Plan.

### Previous Work Completed:

Updating the Long Range Transportation Plan is a multi-year task involving a number of activities, including developing a travel demand forecasting model, developing socio-economic data, coordinating with the state and regional partners, preparing financial forecasts, identifying transportation needs, and developing a plan of cost-affordable future transportation projects. The MPO adopted the 2045 LRTP update on December 9, 2020. In preparation for the 2050 update to the LRTP, the MPO commenced a land use vision study in 2021 (anticipated completion by spring 2022).

### Required Activities:

Long Range Transportation Plan development is a comprehensive, multi-year task. A new LRTP update must be adopted every five years, with the 2050 LRTP update due in December 2025. During 2023/24, the MPO will begin development of the 2050 LRTP. Preparation of the 2050 LRTP update will be by a consultant under direction of the MPO. A scope of services for the LRTP update will be developed in early 2024. Specific activities include:

- Land use, development pattern, and scenario planning workshops
- Public Participation planning
- Population forecast and zdata development
- Transit Capacity and Quality of Service evaluation
- Plan Alternatives Development and Analysis
- Travel Demand Modeling using the Treasure Coast Regional Planning Model
- Incorporating Technological Solutions such as Autonomous and Connective Vehicles
- Financial Resource Development and Forecast
- Goals, Objectives, and Policy Development
- Developing Draft Cost Feasible and Needs Plans

The MPO will continuously engage in other Long Range Planning activities. These include:

- Implementation and follow-up activities for adopted LRTP projects
- Cooperation with FDOT, FHWA, and Regional Entities on identifying technical standards and locations for Autonomous and Connected and Electric Vehicle infrastructure
- Participate in FDOT's Efficient Transportation Decision Making (ETDM) process and review projects for National Environmental Policy Act (NEPA) consistency.
- Perform Travel Demand Model Maintenance and Updates
- Perform LRTP Amendments (including required alternatives analysis, financial impact analysis, and administrative processes)
- Coordinate with FDOT on planning and implementation efforts for the Strategic Intermodal System (SIS) and SIS work program development.



- Coordination with County, City, and FDOT staff to ensure that the plans and programs of those agencies are consistent with the adopted LRTP. Coordination activities include assisting the County in the development of the County’s Capital Improvement Program; reviewing the FDOT Tentative Work Program; preparing the MPO Priority Projects Report; reviewing City and County Comprehensive Plans; and undertaking an Urban Service Boundary and Transportation Demand Analysis.

**Responsible Agency:**

Indian River County MPO

End Product	Completion Date
Maintain, update, and implement the 2045 LRTP	June 2024
LRTP amendments	As needed
Treasure Coast Regional Planning Model update	June 2024
Develop the 2050 LRTP Cost Feasible Plan <b>(consultant services to be used)</b>	December 2025

Task 3 Long Range Planning Estimated Budget Detail			
2022/23			
Funding Source	FHWA		FY 2022/23 Total
Contract Number	G1056		
Source Level	CPG		
Personnel (salary and benefits)		\$27,273	\$27,273
Consultant Services		\$0	\$0
Travel		\$0	\$0
Administrative Services Fee		\$2,727	\$2,727
Equipment		\$0	\$0
<b>2022/23 Totals</b>		<b>\$30,000</b>	<b>\$30,000</b>
2023/24			
Funding Source	FHWA		FY 2023/24 Total
Contract Number	G1056		
Source	CPG		
Personnel (salary and benefits)		\$45,000	\$45,000
Consultant Services		\$30,000	\$30,000
Travel		\$0	\$0
Administrative Services Fee		\$7,500	\$7,500
Equipment		\$0	\$0
<b>2023/24 Totals</b>		<b>\$82,500</b>	<b>\$82,500</b>

## Task 4: Short Range Planning

### Purpose:

To develop an annual list of project priorities, which is consistent with the current LRTP Cost Feasible Plan and serves as the basis of the five-year Transportation Improvement Program (TIP). To prepare, maintain, and amend, as needed, the MPO's annual TIP. To develop, implement and maintain the MPO's Congestion Management Process (CMP) including implementation of CMP projects which support all modes of transportation.

### Previous Work Completed:

The MPO has prepared a TIP and a priority projects report each fiscal year since FY 1992/93. The MPO has also annually reviewed FDOT's draft tentative five-year work program and has coordinated with FDOT to amend the TIP as needed. Each year, the MPO implements its congestion management process in conjunction with the development of its priorities lists.

### Required Activities:

#### Transportation Improvement Program

- Develop an annual List of Priority Projects (also known as Priority Projects Report).
- Review and endorse FDOT's Draft Tentative Work Program.
- Develop an annual TIP.
- Amend the TIP, as needed.
- Utilize the Interactive TIP tool (website).
- Coordinate with FDOT to ensure consistency with NEPA and ETDM Program Screen.
- Coordinate with local governments on TIP projects
- Prepare and adopt FHWA/FTA Performance Measures for inclusion in the TIP.
- Administer the Transportation Alternatives Program (TAP) grant process and project prioritization.
- Coordinate with FDOT to develop and publish a listing of projects for which federal funds were obligated in the previous year.
- Develop and maintain performance measures for safety, bridge and pavement condition, system performance, transit asset management, and transit safety

#### Congestion Management Process (CMP)

The MPO annually maintains and implements the CMP. Specific activities include screening for congested facilities; identifying appropriate congestion management strategies; and prioritizing projects and corridors.

#### Project Coordination Activities

MPO projects that may require MPO staff coordination include:

- Trans Florida Central Railroad Trail;
- Widening of CR 510 from CR 512 to US 1;
- SR 60/43<sup>rd</sup> Avenue intersection project;

- 82<sup>nd</sup> Avenue rural paving project;
- US 1/Aviation Blvd. intersection project;
- Oslo Road widening/Interchange project;
- Widening of US 1 from CR 510 to 53<sup>rd</sup> Street;
- Indian River Blvd/Merrill Barber Bridge (SR 60) intersection improvements;
- SR A1A resurfacing and turn lane improvements;
- Sebastian Inlet bridge replacement project (SR A1A);
- Widening of US 1 from CR 510 to 53<sup>rd</sup> Street.

With respect to Project Coordination activities, staff may attend meetings; review plans; provide information; assist in the development of NEPA documentation (with an emphasis on cumulative effects of the project); and undertake other coordination activities as appropriate.

**Responsible Agency:**

Indian River County MPO

End Product	Completion Date
Review/Endorsement of FDOT Draft Tentative Work Program for FY 23/24 – FY 27/28	December 2022
Annual Publication of Obligated Federal Projects	December 2022
Transportation Alternatives Program (TAP) grant process	February 2023
Establish Safety Performance Targets	February 2023
CMP analysis and prioritization for inclusion with the LOPP	February 2023
Performance Targets for Pavement Condition, Bridge Condition, and System Performance	March 2023
Transportation Improvement Program (TIP) for FY 23/24 – FY 27/28 and Interactive TIP website <b>(consultant services to be used)</b>	June 2023
2023 Priority Projects Report (LOPP)	June 2023
Review/Endorsement of FDOT Draft Tentative Work Program for FY 24/25 – FY 28/29	October 2023
Annual Publication of Obligated Federal Projects	December 2023
Transportation Alternatives Program (TAP) grant process	February 2024
CMP analysis and prioritization for inclusion with the LOPP	February 2024
Establish Safety Performance Targets	February 2024
Transportation Improvement Program (TIP) for FY 24/25 – FY 28/29 and Interactive TIP website <b>(consultant services to be used)</b>	June 2024
2024 Priority Projects Report (LOPP)	June 2024

**Task 4 Short Range Planning  
Estimated Budget Detail**

<b>2022/23</b>		
<b>Funding Source</b>	<b>FHWA</b>	<b>FY 2022/23 Total</b>
<b>Contract Number</b>	<b>G1056</b>	
<b>Source Level</b>	<b>CPG</b>	
Personnel (salary and benefits)	\$47,345	\$47,345
Consultant Services	\$7,200	\$7,200
Travel	\$0	\$0
Administrative Services Fee	\$5,455	\$5,455
Equipment	\$0	\$0
<b>2022/23 Totals</b>	<b>\$60,000</b>	<b>\$60,000</b>
<b>2023/24</b>		
<b>Funding Source</b>	<b>FHWA</b>	<b>FY 2023/24 Total</b>
<b>Contract Number</b>	<b>G1056</b>	
<b>Source</b>	<b>CPG</b>	
Personnel (salary and benefits)	\$51,891	\$51,891
Consultant Services	\$7,200	\$7,200
Travel	\$0	\$0
Administrative Services Fee	\$5,909	\$5,909
Equipment	\$0	\$0
<b>2023/24 Totals</b>	<b>\$65,000</b>	<b>\$65,000</b>

## Task 5: Systems Planning and Special Studies

### Purpose:

To implement a comprehensive approach to developing and implementing a multimodal transportation system, including transit, bicycle, pedestrian, and greenways facilities, complete streets, and freight while managing congestion and creating livable communities. To provide coordination and planning services for the Indian River County Transportation Disadvantaged (TD) Program, in accordance with Ch. 427 F.S., Rule 41-2 F.A.C.

### Previous Work Completed:

The MPO maintains a Transit Development Plan (TDP) with major updates required every five years and annual progress reports in the intervening years. The MPO completed the most recent TDP major update in September 2018 and annual progress reports in September of each following year. The MPO provided technical assistance to the Senior Resource Association (SRA), the operator of Indian River County's transit system, with planning, reviewing, and analyzing service improvements. The MPO developed and adopted performance measures for transit asset management and transit safety. The MPO prepared and submitted annual reports to the National Transit Database (NTD). The MPO provided administrative support for federal and state transit grant funding.

Since 2000, the MPO has served as the Designated Official Planning Agency (DOPA) for the TD program in Indian River County. The MPO prepared agendas and provided administrative support for quarterly meetings of the Transportation Disadvantaged Local Coordinating Board (TDLCB). The MPO prepared a major update to the Transportation Disadvantaged Service Plan (adopted by the TDLCB in February 2019) and annual updates in the following years. The MPO conducted annual performance evaluations of the Community Transportation Coordinator (CTC).

The MPO maintains and implements the Bicycle and Pedestrian Plan and Greenways Plans. The MPO coordinated the planning and development of the Trans Florida Central Railroad Trail west of I-95, as identified in the North Indian River County Greenways Plan (the construction of the I-95 trail overpass was completed in the summer of 2018). The MPO has also conducted numerous Bike/Ped planning projects and activities throughout the County, including identifying locations for Bike Lanes and Sharrows; participation in Bike/Ped workshops and community charrettes; conducting Bicycle/Pedestrian Safety training for over 20,000 elementary schools; and applying for "Bicycle Friendly Community" designation from the League of American Bicyclists. In coordination with the Space Coast Transportation Planning Organization (SCTPO), the MPO developed a regional trail concept connecting trails in Indian River County and Brevard County. The regional trail concept was approved by the MPO and SCTPO in September 2020.

### Required Activities:

#### TDP Major and Annual Updates

TDP major updates must be undertaken every five years, with the next TDP major update due in September 2023. Annual updates (or progress reports) are due in September of intervening years. The TDP Major Update will be developed in compliance with Florida Administrative Code 14-73.001

(commonly known as the TDP Rule). Preparation of the TDP Major Update will be by a consultant under direction of the MPO. As appropriate, the MPO will develop, review, and engage in the following activities:

- Public Involvement Plan
- Transit Model Development
- Review of Accomplishments
- Peer Analysis
- Situation Appraisal
- Goals Objectives and Policies
- Strategic Alternatives
- Financial Analysis
- Ten-Year Service and Financial Plan
- Draft and Final Plan Documents

#### **Transit Service Planning**

- Survey of transit routes
- Analyze ridership data
- Perform evaluations
- Advertise route changes
- Conduct public meetings
- Assist with operational planning

#### **Transit Infrastructure Planning**

- Survey of transit stops
- Identify accessibility needs
- Review of boardings and alightings at strategic locations
- Identify locations suitable for bus shelters or other transit infrastructure
- Coordinate the planning and development of new transit hubs
- Transit infrastructure database maintenance (bus stop signage, benches, shelters, and transit passenger amenities)

#### **Multimodal Planning**

Throughout the year, the MPO will examine the linkages between the transit and bike/ped networks and identify and improve locations where those modes intersect; will identify ways to coordinate fixed route and specialized transit service; and will examine “park and ride” opportunities on the existing transit routes. In addition, the MPO will consider development of alternative modes of travel as a strategy to address climate change through reduction of VMT.

#### **Transit Asset Management Plan and Performance Measures**

The MPO will maintain an inventory of transit system assets, analyze the condition and performance of transit assets annually, prepare updates to the Transit Asset Management (TAM) Plan, and update the transit asset performance targets as required.

## **Public Transportation Agency Safety Plan (PTASP)**

As a public transportation agency, Indian River County is required to annually review and update its PTASP. MPOs are required to establish transit safety targets that correspond to the PTASP.

## **Other Transit Planning Activities**

Other transit planning activities will be undertaken by MPO staff include:

- Providing technical assistance to the County to maintain the County's eligibility for the continued receipt of federal and state public transportation grant assistance
- Conducting quarterly meetings between the County and the Transit provider
- Conducting Transit Advisory Group meetings
- Monitoring the performance of the transit system on an ongoing basis
- Assisting in service procurement
- Maintaining certifications for grant eligibility
- Maintaining the DBE Program, including developing a triennial DBE goal
- Maintaining the Title VI program, with updates every three years
- Exploring Autonomous/Connected/Electric/Shared (ACES) Transit Service Options
- Developing Design Guidelines
- Assisting in compliance with FTA and FDOT directives
- Coordinating transit planning activities with the Martin MPO and the St. Lucie and Space Coast TPOs
- Evaluating ADA service alternatives

## **Transportation Disadvantaged (TD) Planning**

The MPO will continue to assist the CTC in its role of providing safe, coordinated TD services to the elderly, disabled, and the economically disadvantaged citizens throughout Indian River County. Specific activities include:

- Conducting TDLCB meetings, including minutes and agendas;
- Applying for the TD Planning grant;
- Submitting progress reports and invoices;
- Preparing all required TD components of the TDP annual update;
- Evaluating the performance of the CTC;
- Developing and updating the Transportation Disadvantaged Service Plan (to be developed concurrently with TDP major update; consultant services to be used);
- Reviewing and approving the Annual Operating Report;
- Conducting an annual TD public workshop;
- Attending Commission for the Transportation Disadvantaged sponsored training;
- Updating the TDLCB bylaws and grievance procedures; and
- Providing budget and expenditure estimates.

## **Bicycle and Pedestrian Plan Update**

The first Indian River County MPO Bicycle and Pedestrian Plan was completed in 1997, with major updates completed in 2004 and 2015. In FY 22/23 – 23/24, the MPO prepare a new update to the Bicycle and Pedestrian Plan. As with the previous updates, the work will be performed by a consultant under the direction of the MPO. Scope of work for the Bike/Ped Plan will include analyzing existing bicycle and pedestrian facilities; evaluating demand for future bike/ped facilities; developing a prioritization

methodology for new facilities; identifying future bicycle and pedestrian system improvements; engaging in public involvement activities; and developing an implementation plan.

### **Prioritization of Local, State, and Federal (Transportation Alternatives) Bike/Ped Projects**

- Assist local governments with grant applications, environmental and/or socio-cultural review of potential Transportation Alternatives projects
- Identify funding opportunities
- Maintain project prioritization process

### **Bike/Ped Plan & Greenways Plan Implementation**

- Identify new sidewalks, bike lanes, shared use paths, and trails for implementation
- Assist local governments with environmental and/or socio-cultural review of potential projects
- Identify funding opportunities
- Assist with Grant administration
- Maintain and Update Plans, including Plan Amendments
- Conduct and or Participate in Public Outreach promoting the planning, construction, and use of Greenways and Bike/Ped Facilities

### **Other Bike/Ped Planning Activities**

- Safety Training, Planning and Complete Street policy updates
- Sidewalk, Bike Lane, Sharrow, and infrastructure location projects
- Bike/Ped Map and Phone App development
- Bike Ped Safety and Utilization Data Collection and Safety Performance Monitoring

### **Other Bike/Ped Coordination Activities**

The MPO will continue to develop outreach materials and coordinate bicycle and pedestrian improvements with:

- FDOT (by reviewing plans and through the Electronic Review Comment system)
- Local Governments
- Local Advocacy Groups such as Bike/Walk Indian River County
- Indian River County School District
- Indian River Transit “GoLine”
- Bike Share Programs
- Regional Partners

### **Conduct Corridor Studies**

MPO staff will manage, coordinate with and/or assist local governments in developing detailed corridor studies for congested, unsafe, or multimodal corridors resulting in strategies that provide design alternatives and emphasize safety, congestion relief, mobility, multimodal access, freight and goods movement, intermodal travel, traffic calming, and improved parking and access. Corridor studies typically include consideration to the types of investments:

- ITS/ATMS devices, adaptive traffic control, traveler information, queue detection devices
- Integrated Corridor Management Strategies
- Grade Separation, Roundabout, and intersection innovations



## FDOT Coordination

Coordinate with FDOT Traffic Systems Management and Operations (TSM&O) staff as well as Modal Development, Planning, SIS and Freight Planning staff on various congestion management, planning and operational projects and studies. In congested corridors with heavy transit ridership, transit TSM&O strategies will be developed for improving corridor-wide carrying capacity for person trips overall.

### Responsible Agency:

Indian River County MPO

End Product	Completion Date
Agendas and minutes for TDLCB meetings	Quarterly
TD planning grant invoices and progress reports	Quarterly
Semi-annual DBE reports for transit procurement to FTA	Semi-annually
Transit Development Plan (TDP) Annual Update	September 2022
Transit Asset Management (TAM) Plan update	October 2022
Performance Targets for Transit Asset Management	October 2022
Review and approve the CTC Annual Operating Report	November 2022
Publish Public Transportation Block Grant performance measures	December 2022
National Transit Database (NTD) annual report	January 2023
Transportation Disadvantaged Service Plan (TDSP) annual update	June 2023
Community Transportation Coordinator selection and recommendation to Commission for the Transportation Disadvantaged	June 2023
RFP for transit service operations	June 2023
Public Transit Agency Safety Plan update	June 2023
TD annual public workshop	June 2023
DBE triennial goal for FTA funds	August 2023
Transit Development Plan (TDP) Major Update <b>(consultant services to be used)</b>	September 2023
Transportation Disadvantaged Service Plan (TDSP) major update <b>(consultant services to be used)</b>	September 2023
FTA Triennial Review	September 2023
Review and approve the CTC Annual Operating Report	November 2023
Publish Public Transportation Block Grant performance measures	December 2023
National Transit Database (NTD) annual report	January 2024
Federal and state grant applications to support the capital and operating needs of the public transportation system	June 2024
TD annual public workshop	June 2024
Community Transportation Coordinator annual evaluation	June 2024
Bicycle and Pedestrian Plan Update <b>(consultant services to be used)</b>	June 2024
Public Transit Agency Safety Plan update	June 2024
Corridor studies <b>(consultant services to be used)</b>	June 2024

**Task 5 Systems Planning and Special Studies  
Estimated Budget Detail**

2022/23								
Funding Source	FHWA	FTA 5305(d)			FFY 21 FTA 5305(d)	FFY 21 FTA 5305(d)	CTD	FY 2022/23 Total
Contract Number	G1056	G1480			G1V41	G2173	G1Y40	
Source Level	CPG	Federal	State	Local	Federal	Federal	State	
Personnel (salary and benefits)	\$130,215	\$32,323	\$4,040	\$4,040	\$0	\$0	\$21,149	\$191,767
Consultant Services	\$58,321	\$0	\$0	\$0	\$76,866	\$49,813	\$0	\$185,000
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Services Fee	\$18,854	\$3,232	\$404	\$404	\$7,687	\$4,981	\$2,115	\$37,677
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>2022/23 Totals</b>	<b>\$207,389</b>	<b>\$35,556</b>	<b>\$4,444</b>	<b>\$4,444</b>	<b>\$84,553</b>	<b>\$54,794</b>	<b>\$23,264</b>	<b>\$414,444</b>
2023/24								
Funding Source	FHWA	FTA 5305(d)			FFY 21 FTA 5305(d)	FFY 21 FTA 5305(d)	CTD	FY 2023/24 Total
Contract Number	G1056	G1480			G1V41	G2173	G1Y40	
Source	CPG	Federal	State	Local	Federal	Federal	State	
Personnel (salary and benefits)	\$184,305	\$0	\$0	\$0	\$0	\$0	\$21,149	\$205,455
Consultant Services	\$166,887	\$0	\$0	\$0	\$0	\$23,113	\$0	\$190,000
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Services Fee	\$35,119	\$0	\$0	\$0	\$0	\$2,311	\$2,115	\$39,546
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>2023/24 Totals</b>	<b>\$386,312</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,424</b>	<b>\$23,264</b>	<b>\$435,000</b>

## Task 6: Public Outreach

### Purpose:

To ensure that the MPO's public involvement process meets all federal and state regulations and actively engages a well-informed public, inclusive of individuals or organized groups residing in, having an interest in, doing business in, or interacting with the transportation network within the MPO area that are potentially affected by transportation decisions to contribute input into the transportation planning and decision-making processes.

### Previous Work Completed:

The MPO continuously engages in proactive public outreach activities, including maintaining a website; sending out newsletters; and beginning all major plans and programs with a customized Public Participation Plan or Component relevant to that project. In March 2020, the MPO adopted an update to its overall Public Participation Plan, which was advertised for public comment for 45 days beginning in January 2020.

The MPO's Title VI nondiscrimination program is updated every three years, as required by federal regulations. The MPO adopted its most recent Title VI Program update in March 2020.

### Required Activities:

- Maintain and employ the strategies contained in the MPO's Public Participation Plan.
- Perform annual evaluations of the MPO's Public Participation Plan.
- Review and update the MPO's Public Participation Plan to consider the impact of pandemic scenarios on public outreach activities.
- Conduct Public Involvement, Regional, and Intergovernmental processes related to MPO Plans and Programs.
- Participate in Radio and Television programs; issue press releases; and engage in informative dialogue with local media.
- Incorporate appropriate Visualizations, Animations, and Video into MPO presentation and public information materials.
- Develop advertisements, PSAs, social media announcements, and other communications as specified in the Public Participation Plan.
- Develop and maintain a nondiscrimination program in compliance with Title VI of the 1964 Civil Rights Act.
- Conduct meetings in accessible venues and in TD communities as stipulated in the MPO's Title VI plan.

### Responsible Agency:

Indian River County MPO

End Product	Completion Date
<i>The MPO</i> Overview (MPO newsletter)	Monthly
Maintain the MPO's website including updating plans, programs, and maps	Ongoing
Public Participation Plan annual evaluation	September 2022
Title VI program update	March 2023
Public Participation Plan annual evaluation	September 2023

Task 6 Public Outreach Estimated Budget Detail		
2022/23		
Funding Source	FHWA	FY 2022/23 Total
Contract Number	G1056	
Source Level	CPG	
Personnel (salary and benefits)	\$31,818	\$31,818
Consultant Services	\$0	\$0
Travel	\$0	\$0
Administrative Services Fee	\$3,182	\$3,182
Equipment	\$0	\$0
<b>2022/23 Totals</b>	<b>\$35,000</b>	<b>\$35,000</b>
2023/24		
Funding Source	FHWA	FY 2023/24 Total
Contract Number	G1056	
Source	CPG	
Personnel (salary and benefits)	\$31,818	\$31,818
Consultant Services	\$0	\$0
Travel	\$0	\$0
Administrative Services Fee	\$3,182	\$3,182
Equipment	\$0	\$0
<b>2023/24 Totals</b>	<b>\$35,000</b>	<b>\$35,000</b>

## Task 7: Regional Activities

### Purpose:

To coordinate with local, regional, state, and federal partners on projects affecting the transportation network within Indian River County and the surrounding region, as appropriate. To participate in activities of the Treasure Coast Transportation Council and to engage in other regional transportation coordination activities.

### Previous Work Completed:

The MPO coordinated with the Martin MPO, St. Lucie TPO, and FDOT in the development of the Transportation Systems Management and Operations (TSM&O) Master Plan for the Treasure Coast (which was endorsed by the MPO in September 2019). In 2020, the MPO coordinated with the Space Coast TPO in developing a regional trail concept between Indian River and Brevard Counties, which was adopted by the MPO and SCTPO in September 2020. The MPO coordinated with the Martin MPO, St. Lucie TPO, and FDOT in the development of the Treasure Coast I-95 Multimodal Master Plan, which was approved by the MPO in June 2020.

The MPO coordinated with the Martin MPO and St. Lucie TPO in conducting meetings of the Treasure Coast Transportation Council (TCTC) and Treasure Coast Technical Advisory Committee (TCTAC). The MPO serves as the host agency for TCTC/TCTAC every three years, most recently during 2021. During 2021, the MPO coordinated with the Martin MPO and St. Lucie TPO in the development of a scope of services and memorandum of understanding for the 2045 Treasure Coast Regional LRTP.

### Required Activities:

#### Regional Long Range Transportation Plan Development

The MPO will coordinate with the Space Coast, Martin, and St. Lucie T/MPOs to improve planning across county lines, amend or update the regional long range plan and prioritize regionally significant projects.

Specific activities include:

- participating in Treasure Coast Technical Advisory Committee (TCTAC) meetings, (the formal technical advisory committee to the TCTC)
- developing regional public involvement and freight elements

The MPO will contribute up to **\$20,000** to the Martin MPO in 22/23 for plan development.

#### Transportation Regional Incentive Program (TRIP) Grant

MPO staff will prepare and submit grant applications to FDOT for review and recommendation by the Treasure Coast Transportation Council for funding through Transportation Regional Incentive Program (TRIP). Eligible projects for TRIP must be identified on the Regional Transportation Network as developed for the Treasure Coast Regional LRTP. Projects funded through TRIP will be included in the Transportation Improvement Program (TIP).

## Regional Freight Planning

Since freight movement and international trade are expected to increase substantially in Florida in the near future, the MPO will engage in regional freight planning in conjunction with FDOT, the Space Coast and Treasure Coast T/MPOs and local stakeholders.

- Participate in the development of the Florida Freight Mobility and Trade Plan and Department of Economic Opportunity Stakeholder’s Forum.
- Coordinate on Rail and Seaport improvement projects in Indian River County and nearby jurisdictions incorporate freight movement in the highway and intermodal project prioritization process.
- Maintain and update the MPO’s Truck Traffic Routing Plan

## Other Coordination Activities

On an ongoing basis, the MPO will coordinate with FDOT, local governments, regional agencies, and transportation partners on a number of projects. These include:

- Functional classification studies;
- Rail and regional intermodal studies;
- Access management studies;
- Autonomous/Connected/Electric/Shared Vehicle Studies;
- Safety Audits;
- Socio-cultural, environmental, and resource assessments and Efficient Transportation Decision Making (ETDM) coordination;
- Comprehensive Plan review, data preparation, and assistance with updates for local governments;
- Funding studies and analyses of sustainable funding sources including Sales Tax, Gas Tax, and Impact Fees; and
- Traffic Study review
- Florida Transportation Plan Development

## Responsible Agency:

Indian River County MPO

End Product	Completion Date
Through the Treasure Coast Transportation Council (TCTC), develop a 2045 Treasure Coast Regional LRTP update. <sup>1</sup> <b>(consultant services to be used)</b>	June 2023
Transportation Regional Incentive Program (TRIP) grant process in coordination with the TCTC	June 2023
Transportation Regional Incentive Program (TRIP) grant process in coordination with the TCTC	June 2024

<sup>1</sup> One-Time Cost Sharing for Treasure Coast Memorandum of Understanding (MOU) (funds to Martin MPO) Regional Planning Activities. MOU Participant Members: Martin MPO, St. Lucie TPO, and Indian River County MPO.

**Task 7 Regional Activities Estimated Budget Detail**

<b>2022/23</b>			
<b>Funding Source</b>	<b>FHWA</b>		<b>FY 2022/23 Total</b>
<b>Contract Number</b>	<b>G1056</b>		
<b>Source Level</b>	<b>CPG</b>	<b>Total</b>	
Personnel (salary and benefits)			
	\$30,000	\$30,000	\$30,000
<b>Personnel (salary and benefits) Subtotal</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>
Consultant Services			
Transfer to Martin MPO	\$20,000	\$20,000	\$20,000
<b>Consultant Services Subtotal</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>
Administrative Services Fee			
	\$5,000	\$5,000	\$5,000
<b>Administrative Services Fee Subtotal</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>Total</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$55,000</b>
<b>2023/24</b>			
<b>Funding Source</b>	<b>FHWA</b>		<b>FY 2023/24 Total</b>
<b>Contract Number</b>	<b>G1056</b>		
<b>Source Level</b>	<b>CPG</b>	<b>Total</b>	
Personnel (salary and benefits)			
	\$25,000	\$25,000	\$25,000
<b>Personnel (salary and benefits) Subtotal</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>
Consultant Services			
		\$0	\$0
<b>Consultant Services Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Administrative Services Fee			
	\$2,500	\$2,500	\$2,500
<b>Administrative Services Fee Subtotal</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>
<b>Total</b>	<b>\$27,500</b>	<b>\$27,500</b>	<b>\$27,500</b>

**Task 7 Regional Activities  
Detailed Breakdown**

2022/23					
Funding Source	Transfer from	FHWA		FY 2022/23	
Source Level		CPG	Total	Total	
<b>2045 Treasure Coast Regional LRTP</b>					
<i>Lead Agency:</i>	<b>Martin MPO</b>	No	\$20,000	<b>\$20,000</b>	\$20,000
<i>(Other contributing Agencies)</i>	Indian River County MPO	Yes	\$20,000	<b>\$20,000</b>	\$20,000
	St. Lucie TPO	Yes	\$20,000	<b>\$20,000</b>	\$20,000
				\$0	\$0
				\$0	\$0
				\$0	\$0
<b>2045 Treasure Coast Regional LRTP Subtotal</b>			<b>\$60,000</b>	<b>\$60,000</b>	\$60,000
<b>Total</b>			<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,000</b>
2023/24					
Funding Source	Transfer from			FY 2023/24	
Source Level			Total	Total	
<i>Lead Agency:</i>				\$0	\$0
<i>(Other contributing Agencies)</i>				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
<b>Subtotal</b>			<b>\$0</b>	<b>\$0</b>	\$0
<b>Total</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Table 1: Summary Budget Table**

Funding Source Contract	CTD G1Y40		FFY 21 FTA 5305(d) G1V41		FFY 21 FTA 5305(d) G2173		FHWA G1056		FTA 5305(d) G1480		Local NA	
	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24
<b>Total Budget</b>	\$23,264	\$23,264	\$84,553	\$0	\$54,794	\$25,424	\$606,889	\$827,812	\$44,444	\$0	\$112,933	\$112,933
<b>Task 1 Administration and Management</b>												
Personnel (salary and benefits)	\$0	\$0	\$0	\$0	\$0	\$0	\$94,546	\$99,546	\$0	\$0	\$0	\$0
Consultant Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$4,545	\$4,545	\$0	\$0	\$0	\$0
Administrative Services Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$10,409	\$10,909	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$0
Sub Total	\$0	\$0	\$0	\$0	\$0	\$0	\$114,500	\$120,000	\$0	\$0	\$0	\$0
<b>Task 2 Data Development and Management</b>												
Personnel (salary and benefits)	\$0	\$0	\$0	\$0	\$0	\$0	\$95,455	\$101,364	\$0	\$0	\$102,666	\$102,666
Consultant Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Services Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$9,545	\$10,136	\$0	\$0	\$10,267	\$10,267
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total	\$0	\$0	\$0	\$0	\$0	\$0	\$105,000	\$111,500	\$0	\$0	\$112,933	\$112,933
<b>Task 3 Long Range Planning</b>												
Personnel (salary and benefits)	\$0	\$0	\$0	\$0	\$0	\$0	\$27,273	\$45,000	\$0	\$0	\$0	\$0
Consultant Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Services Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$2,727	\$7,500	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	\$82,500	\$0	\$0	\$0	\$0
<b>Task 4 Short Range Planning</b>												
Personnel (salary and benefits)	\$0	\$0	\$0	\$0	\$0	\$0	\$47,345	\$51,891	\$0	\$0	\$0	\$0
Consultant Services	\$0	\$0	\$0	\$0	\$0	\$0	\$7,200	\$7,200	\$0	\$0	\$0	\$0

Funding Source Contract Fiscal Year	CTD G1Y40		FFY 21 FTA 5305(d) G1V41		FFY 21 FTA 5305(d) G2173		FHWA G1056		FTA 5305(d) G1480		Local NA	
	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24
	Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Services Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$5,455	\$5,909	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total	\$0	\$0	\$0	\$0	\$0	\$0	\$60,000	\$65,000	\$0	\$0	\$0	\$0
<b>Task 5 Systems Planning and Special Studies</b>												
Personnel (salary and benefits)	\$21,149	\$21,149	\$0	\$0	\$0	\$0	\$130,215	\$184,305	\$40,404	\$0	\$0	\$0
Consultant Services	\$0	\$0	\$76,866	\$0	\$49,813	\$23,113	\$58,321	\$166,887	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Services Fee	\$2,115	\$2,115	\$7,687	\$0	\$4,981	\$2,311	\$18,854	\$35,119	\$4,040	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total	\$23,264	\$23,264	\$84,553	\$0	\$54,794	\$25,424	\$207,389	\$386,312	\$44,444	\$0	\$0	\$0
<b>Task 6 Public Outreach</b>												
Personnel (salary and benefits)	\$0	\$0	\$0	\$0	\$0	\$0	\$31,818	\$31,818	\$0	\$0	\$0	\$0
Consultant Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Services Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$3,182	\$3,182	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000	\$35,000	\$0	\$0	\$0	\$0
<b>Task 7 Regional Activities</b>												
Personnel (salary and benefits)	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	\$25,000	\$0	\$0	\$0	\$0
Consultant Services	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Services Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000	\$2,500	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total	\$0	\$0	\$0	\$0	\$0	\$0	\$55,000	\$27,500	\$0	\$0	\$0	\$0
<b>TOTAL PROGRAMMED</b>	<b>\$23,264</b>	<b>\$23,264</b>	<b>\$84,553</b>	<b>\$0</b>	<b>\$54,794</b>	<b>\$25,424</b>	<b>\$606,889</b>	<b>\$827,812</b>	<b>\$44,444</b>	<b>\$0</b>	<b>\$112,933</b>	<b>\$112,933</b>

**Table 2: Funding Sources**

Contract	Funding Source	Source Level	2022/23	2023/24	FY 2022/23 Funding Source				FY 2023/24 Funding Source			
					Soft Match	Federal	State	Local	Soft Match	Federal	State	Local
G1Y40	CTD	State	\$23,264	\$23,264	\$0	\$0	\$23,264	\$0	\$0	\$0	\$23,264	\$0
		<b>CTD G1Y40 TOTAL</b>	<b>\$23,264</b>	<b>\$23,264</b>	<b>\$0</b>	<b>\$0</b>	<b>\$23,264</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$23,264</b>	<b>\$0</b>
G1V41	FFY 21 FTA 5305(d)	Federal	\$84,553	\$0	\$21,138	\$84,553	\$0	\$0	\$0	\$0	\$0	\$0
		<b>FFY 21 FTA 5305(d) G1V41 TOTAL</b>	<b>\$84,553</b>	<b>\$0</b>	<b>\$21,138</b>	<b>\$84,553</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
G2173	FFY 21 FTA 5305(d)	Federal	\$54,794	\$25,424	\$13,699	\$54,794	\$0	\$0	\$6,356	\$25,424	\$0	\$0
		<b>FFY 21 FTA 5305(d) G2173 TOTAL</b>	<b>\$54,794</b>	<b>\$25,424</b>	<b>\$13,699</b>	<b>\$54,794</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,356</b>	<b>\$25,424</b>	<b>\$0</b>	<b>\$0</b>
G1056	FHWA	CPG	\$606,889	\$827,812	\$133,852	\$606,889	\$0	\$0	\$182,577	\$827,812	\$0	\$0
		<b>FHWA G1056 TOTAL</b>	<b>\$606,889</b>	<b>\$827,812</b>	<b>\$133,852</b>	<b>\$606,889</b>	<b>\$0</b>	<b>\$0</b>	<b>\$182,577</b>	<b>\$827,812</b>	<b>\$0</b>	<b>\$0</b>
G1480	FTA 5305(d)	Federal	\$35,556	\$0	\$0	\$35,556	\$0	\$0	\$0	\$0	\$0	\$0
		Local	\$4,444	\$0	\$0	\$0	\$0	\$0	\$4,444	\$0	\$0	\$0
		State	\$4,444	\$0	\$0	\$0	\$0	\$4,444	\$0	\$0	\$0	\$0
		<b>FTA 5305(d) G1480 TOTAL</b>	<b>\$44,444</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,556</b>	<b>\$4,444</b>	<b>\$4,444</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
NA	Local	Local	\$112,933	\$112,933	\$0	\$0	\$0	\$112,933	\$0	\$0	\$0	\$112,933
		<b>Local NA TOTAL</b>	<b>\$112,933</b>	<b>\$112,933</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$112,933</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$112,933</b>
<b>TOTAL</b>			<b>\$926,877</b>	<b>\$989,433</b>	<b>\$168,689</b>	<b>\$781,792</b>	<b>\$27,708</b>	<b>\$117,377</b>	<b>\$188,933</b>	<b>\$853,236</b>	<b>\$23,264</b>	<b>\$112,933</b>

## Appendix A

### DISADVANTAGED BUSINESS ENTERPRISE (DBE) UTILIZATION

It is the policy of the Indian River County 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 Indian River County 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 Indian River County MPO in a nondiscriminatory environment.

The Indian River County 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: Ed Dodd  
Title: Indian River County MPO Chairman

April 13, 2022  
Date

**Appendix B**

**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 Indian River County MPO that:

(1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Indian River County 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 Indian River County 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: Ed Dodd  
Title: Indian River County MPO Chairman

4/13/2022  
Date

Appendix C

**DEBARMENT AND SUSPENSION CERTIFICATION**

As required by USDOT regulations on Government wide Debarment and Suspension at 49 CFR 29.510

- (1) The Indian River County 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 connecting 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 Indian River County 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: Ed Dodd  
Title: Indian River County MPO Chairman

April 13, 2022  
Date

## Appendix D

### MPO Title VI Nondiscrimination Assurance and Procedure

Pursuant to Section 9 of US DOT Order 1050.2A, the Indian River County 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 Indian River County 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: Ed Dodd

Title: Indian River County MPO Chairman

April 13, 2022

Date

## Appendices A and E of Appendix D, MPO Title VI Nondiscrimination Assurance

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 (FDOT)*, the *Federal Highway Administration (FHWA)*, *Federal Transit Administration (FTA)*, *Federal Aviation Administration (FAA)*, and/or the *Federal Motor Carrier Safety Administration (FMCSA)* 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 as FDOT, the FHWA, FTA, FAA, and/or the FMCSA 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, FDOT shall impose such contract sanctions as it or the as FDOT, the FHWA, FTA, FAA, and/or the FMCSA may determine to be appropriate, including, but not limited to: a.withholding of payments to the Contractor under the contract until the Contractor complies, and/or b.cancellation, termination or suspension of the contract, in whole or in part.

(6.) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs

(1) through (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 FDOT, the FHWA, FTA, FAA, and/or the FMCSA may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the *Florida Department of Transportation* to enter into such litigation to protect the interests of the *Florida Department of Transportation*, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

(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).

**Indian River County Metropolitan Planning Organization (MPO)  
DISCRIMINATION COMPLAINT PROCEDURE**

**Formal Complaints**

1. Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation prohibited by the Title VI of the Civil Rights Act of 1964, as amended, and related statutes, may file a formal written complaint. All formal written complaints received by the MPO shall be referred immediately by the MPO's Title VI Specialist to FDOT District Four's Title VI Coordinator for processing in accordance with approved state procedures.

**Informal Complaints**

1. Oral complaints received by the MPO shall be resolved informally by the MPO's Title VI Specialist. If the allegation(s) raised is not satisfactorily resolved through informal means, or if at any time the complainant requests to file a formal written complaint, the MPO's Title VI Specialist shall refer the complainant to FDOT District's Four Title VI Coordinator for processing in accordance with approved state procedures.
2. The MPO's Title VI Specialist will advise FDOT District Four's Title VI Coordinator within five (5) calendar days of receipt of an oral complaint. The following information will be included in every notification:
  - (a) Name, address, and phone number of the complainant.
  - (b) Name(s) and address(es) of the respondent(s).
  - (c) Basis of the complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).
  - (d) Date of the alleged discriminatory act(s).
  - (e) Date the complaint was received by the MPO.
  - (f) A statement of the complaint.
  - (g) Other agencies (state, local or federal) where the complaint has been made.
  - (h) An explanation of the actions the MPO has taken or proposed to resolve the allegation(s) raised in the complaint.
3. Within ten (10) calendar days, the MPO's Title VI Specialist will acknowledge receipt of the allegation(s), inform the complainant of action taken or proposed to resolve the allegation(s), and advise the complainant of other avenues of redress available, such as FDOT's Equal Opportunity Office (EOO).

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

## Appendix E

### FDOT District Four Planning Activities FY 22-23 to FY 23-24

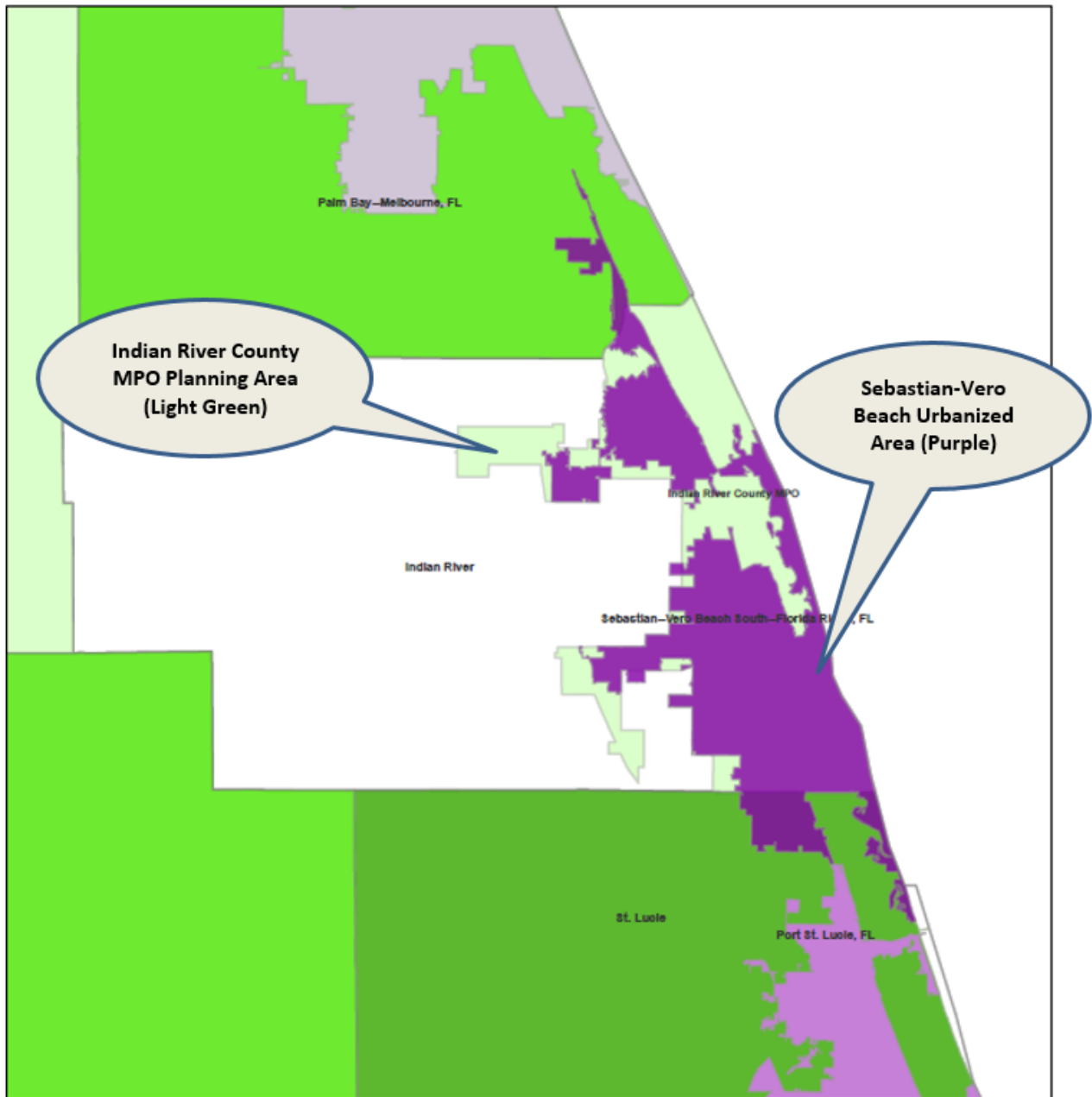
The following list of Planning Activities is provided:

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

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

- The Seven goals of the [Florida Transportation Plan \(FTP\)](#), which include:
  - Safety & Security
  - Infrastructure
  - Mobility
  - Choices
  - Economy
  - Community
  - Environment
  
- The 2021 Florida Planning Emphasis Areas (published by USDOT in the December 30, 2021 Letter) which include:
  - Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future
  - Equity and Justice<sup>40</sup> in Transportation Planning
  - Complete Streets
  - Public Involvement
  - Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination
  - Federal Land Management Agency (FLMA) Coordination
  - Planning and Environment Linkages (PEL)
  - Data in Transportation Planning
  
- The FDOT Secretary’s list of the “vital few” agency emphasis areas, which include:
  - Improve Safety
  - Enhance Mobility
  - Inspire Innovation

**Appendix F**  
**Map of the Indian River County MPO Planning Area**



**Appendix G**  
**List of Acronyms**

3-C	Continuous, Comprehensive, and Cooperative
AADT	Annual Average Daily Traffic
ACES	Autonomous, Connected, Electric, and Shared
ACS	American Community Survey
ADA	Americans with Disabilities Act
AMPO	Association of Metropolitan Planning Organizations
ATMS	Advanced Traffic Management System
BAC	Bicycle Advisory Committee
BCC	Board of County Commissioners
CAC	Citizens Advisory Committee
CFR	Code of Federal Regulations
CIP	Capital Improvements Program
CMP	Congestion Management Process
CFDA	Catalog of Federal Domestic Assistance
COOP	Continuity of Operations Plan
CTC	Community Transportation Coordinator
CTD	Commission for the Transportation Disadvantaged
CTST	Community Traffic Safety Team
DBE	Disadvantaged Business Enterprise
DOPA	Designated Official Planning Agency
EJ	Environmental Justice
ETDM	Efficient Transportation Decision Making
FAA	Federal Aviation Administration
FAC	Florida Administrative Code
FAP	Federal Aid Project
FAST Act	Fixing America's Surface Transportation Act of 2015
FDOT	Florida Department of Transportation
FHWA	Federal Highway Administration
FM	Financial Management
FS	Florida Statutes
FSUTMS	Florida Standard Urban Transportation Modeling System
FTA	Federal Transit Administration
FY	Fiscal Year
GIS	Geographic Information System
GPC	General Planning Consultant
IJR	Interchange Justification Report
IRC	Indian River County
ITS	Intelligent Transportation System
JPA	Joint Participation Agreement
LEP	Limited English Proficiency
LOPP	List of Priority Projects
LRTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization

MPOAC	Florida Metropolitan Planning Organization Advisory Council
NEPA	National Environmental Policy Act
NTD	National Transit Database
OMD	Office of Modal Development
PD&E	Program Development and Environmental
PEA	Planning Emphasis Area
PL	Metropolitan Planning Grant
PM	Performance Measures
PPP	Public Participation Plan
PPR	Priority Projects Report
PSA	Public Service Announcement
PTASP	Public Transportation Agency Safety Plan
PTGA	Public Transportation Grant Agreement
RLRTP	Regional Long Range Transportation Plan
ROW	Right of Way
SIS	Strategic Intermodal System
SRA	Senior Resource Association, Inc.
TAC	Technical Advisory Committee
TAM	Transit Asset Management
TAP	Transportation Alternatives Program
TCRPM	Treasure Coast Regional Planning Model
TCTAC	Treasure Coast Technical Advisory Committee
TCTC	Treasure Coast Transportation Council
TD	Transportation Disadvantaged
TDLCB	Transportation Disadvantaged Local Coordinating Board
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TIP	Transportation Improvement Program
TPO	Transportation Planning Organization
TR	Triennial Review
TRB	Transportation Research Board
TRIP	Transportation Regional Incentive Program
TSM&O	Transportation Systems Management and Operations
TWP	Tentative Work Program
UPWP	Unified Planning Work Program
USDOT	United States Department of Transportation
UZA	Urbanized Area
VMT	Vehicles Mile Traveled