



St. Lucie Transportation
Planning
Organization

Coco Vista Centre
466 SW Port St. Lucie Blvd, Suite 111
Port St. Lucie, Florida 34953
772-462-1593 www.stlucietpo.org

Unified Planning Work Program (UPWP)

Performance-Based Planning and Programming

FY 2022/23– FY 2023/24
(July 1, 2022 - June 30, 2024)

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Stephanie Morgan, Chairwoman

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Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

Cost Analysis Certification

St. Lucie TPO

Unified Planning Work Program - FY 22-23/ 23-24

Adopted /4/6/2022

Revision Number: Initial Adoption

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

Juan Norat
Name: MPO Liaison Name

MPO Liaison Supervisor/ District 4
Title and District

 Digitally signed by: Juan Norat
DN: CN = Juan Norat email = Juan.
Norat@dot.state.fl.us C = AD O = FDOT/
District 4 OU = Planning and Environmental
Office
Date: 2022.05.26 14:08:16 -0400'

5/26/2022

Signature

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I. INTRODUCTION

Definition of the Unified Planning Work Program (UPWP)

In accordance with Federal Regulations 23 CFR 450 and Florida Statute 339.175(9), the UPWP for the St. Lucie Transportation Planning Organization (TPO) identifies the transportation planning budget, the priorities to be carried out, and the activities to be undertaken in the Metropolitan Planning Area (MPA) in fiscal years 2022/23 and 2023/24. The UPWP is developed based upon State and Federal regulations, Chapter 3 of the Florida Department of Transportation (FDOT) Metropolitan Planning Organization (MPO) Program Management Handbook, local needs, public input, and those activities required to ensure that a continuing, cooperative and comprehensive (3-C) approach to transportation planning is conducted.

The document is required for the TPO to receive Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Florida Commission for the Transportation Disadvantaged (FCTD), and FDOT funds. At a minimum, the UPWP is required to include a description of the planning work and resulting products, the entities that will perform the work, time frames for completing the work, the cost of the work, and the sources of funds to support the work.

An Acronym List is provided in Appendix A.

Prior Efforts

A sampling of the activities conducted, the efforts performed, and the end products accomplished by the St. Lucie TPO during FY 2020/21 – FY 2021/22 includes the following:

Program Management

Legislative Priorities for 2021 and 2022
Federal Certification Review

GIS and Data Management

Local enumeration efforts for the 2020 Census

Traffic Count Management Program

Traffic Counts for 2021 and 2022

Long Range Transportation Plan (LRTP)

SmartMoves 2045 LRTP Development

Transit (Bus Operations) Planning

Transit Route Optimization Study
Micro-Mobility Study
Transit Development Plan Annual Progress Report
Technical Assistance to Transit Agencies

Transportation Improvement Program (TIP)

Transportation Alternatives Program (TAP) Administration
Interactive TIP for FY 2021/22 – FY 2025/26
List of Priority Projects (LOPP) for 2020/21 and 2021/22
FDOT Work Program Review for FY 2021/22 – FY 2025/26 and FY 2022/23 – FY 2026/27

Congestion Management Process (CMP)

2020 and 2021 CMP Annual Report

Bicycle-Pedestrian/Complete Streets Planning

St. Lucie Walk-Bike Network Update

East Coast Greenway/Florida SUN Trail Implementation

Safety and Security Planning

Crosswalk Markings Study

Crosswalk Markings Study Implementation Plan

Speed Kills Analysis

Security and Safety Issue Identification

Treasure Coast Community Traffic Safety Team Support

Continuity of Operations Plan (COOP) Activation and Management

Transportation Disadvantaged (TD) Program

Transportation Disadvantaged Service Plan (TDSP) Annual Updates

Local Coordinating Board for the Transportation Disadvantaged (LCB) Support

Freight Planning

Advanced Air Mobility Study Phase I

Environmental Planning

Transportation Asset/Service Vulnerability Assessment Update

Automated/Connected/Electric/Shared-Use (ACES) Vehicles Planning

Electric Vehicle Charging Station Plan

ACES Vehicles for Transit Study Update

Regional Planning and Coordination

Treasure Coast Transportation Council Support

Transportation Regional Incentive Program (TRIP) Administration

Intergovernmental Planning and Coordination

Treasure Coast International Airport Master Plan Update Support

Treasure Coast International Airport Connector Study Support

Public Involvement, Education & Outreach

Public Participation Plan (PPP) Evaluations of Effectiveness and Updates

Additional activities conducted during FY 2020/21 – FY 2021/22 are summarized within the individual works tasks in Section III of the FY 2020/21 – FY 2021/22 UPWP.

Carryover Activities

The only carryover activity from the FY 2020/21 – FY 2021/22 UPWP is the development of the 2045 Treasure Coast Regional Long Range Transportation Plan (2045 RL RTP) identified in Task 4.1. The FY 2020/21 – FY 2021/22 UPWP was amended in April 2022 to transfer the \$20,000 of Surface Transportation Block Grant Funding that was programmed for the 2045 RL RTP in order to complete the above-identified Advanced Air Mobility Study Phase I.

Planning Priorities

The planning priorities to be addressed in FY 2022/23 and FY 2023/24 include:

- **Project Advancement:** Support the local agencies in advancing the implementation of projects in the 2045 LRTP, 2045 RL RTP, and TIP
- **Previous Planning Efforts:** Build upon and/or implement the results of previous UPWP planning efforts
- **Safety and Security:** Provide for the consideration and implementation of projects, strategies, and services that increase the safety and security of the transportation system
- **Performance-Based Multimodal Planning and Programming:** Continue to perform performance-based multimodal planning which increases mobility options and ensures the most efficient investment of federal transportation funds by linking investment priorities to the achievement of adopted targets
- **Alternative Transportation Facilities:** Support the development and implementation of alternative transportation facilities including sidewalks, bike paths/lanes, and transit, port, airport and ACES infrastructure
- **Regional Efforts:** Build upon previous efforts and identify new opportunities for regional coordination and collaboration
- **Public Involvement and Education:** Continue to enhance public involvement and education
- **Livability and Sustainability:** Enhance the livability and sustainability of the local communities
- **Transportation Demand Management:** Support efficient travel behaviors

Through the tasks and activities represented in this UPWP, the TPO will continue to apply its priorities in a 3-C manner to assist in addressing local needs.

Consolidated Planning Grant (CPG)

FDOT and the TPO participate in the CPG which enables FDOT, in cooperation with the TPO, 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 suballocated to the TPO by FDOT utilizing formulas approved by the Florida MPOs, FDOT, FHWA, and FTA in accordance with 23 CFR 420.109 and 49 U.S.C. Chapter 53

Planning Tasks to be Funded with FTA Funding

In accordance with FTA Circular 8100.1C Chapter II Part 4(d), the following planning tasks are identified to be partially funded with FTA Section 5305(d) funding that is remaining prior to the start of the CPG and is to be carried over into this UPWP :

- Task 1.1 Program Management
- Task 3.2 Transit Planning

These planning tasks are summarized in Section III of the UPWP.

State Match for PL (CPG) and SU/Surface Transportation Block Grant (STBG) Funds

FDOT provides a percentage (18.07 percent) matching share for PL (CPG) and SU (STBG) funds utilized by the TPO. As permitted by 23 CFR 120(j) and FTA C 8100.1D. the match

involves the use of Florida toll revenue credits, also known as Transportation Development Credits, as a “soft-match”, also known as a non-cash match, toward the non-federal matching share of PL (CPG) and SU (STBG) funds.

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” amounts being utilized to match the PL (CPG) and SU (STBG) funding in the UPWP are calculated by dividing the Federal PL (CPG) and SU (STBG) participation (also known as the total UPWP expenses) for each fiscal year by 4.534 and are identified as follows:

<u>Year</u>	<u>PL (CPG) Match</u>	<u>SU (STBG) Match</u>
FY 2022/23	\$162,565	\$88,222
FY 2023/24	\$205,043	\$88,222

Agency Involvement in the Development of the UPWP

The UPWP is developed in cooperation with the member agencies of the TPO (Fort Pierce, Port St. Lucie, St. Lucie County, St. Lucie Public Schools, and a transit representative). In addition, the UPWP is developed in consultation with FHWA, FTA, FDOT, FCTD, the Federal Aviation Administration (FAA), and federal land management agencies. The UPWP is approved by the TPO Board and the appropriate state and federal agencies. In addition, the St. Lucie TPO coordinates the UPWP with the Martin and Indian River MPOs.

Public Involvement in the Development of the UPWP

The TPO uses the principles of environmental justice in the preparation of the UPWP and is responsive to Title VI of the Civil Rights Act of 1964 as well as other Federal requirements including the Infrastructure Investment and Jobs Act, commonly known as the Bipartisan Infrastructure Law (BIL). The draft UPWP is made readily available for public review through the TPO website, the TAC, CAC, BPAC, and LCB, an open public comment period, social media, and other means. An Example Public Comment Notice is provided in Appendix B.

The TAC, CAC, BPAC, and LCB responded to a Call for UPWP projects at their respective meetings in November 2021. The TAC, CAC and BPAC reviewed the draft UPWP at their meetings in March 2022. Recommendations regarding UPWP projects, activities, and priorities from the TAC, CAC, BPAC, and LCB and the general public are provided to the TPO Board. The broad range of input is reflected in the UPWP and other planning documents to be developed through the UPWP. A summary of the comments received and their incorporation into the UPWP is provided in Appendix C.

In addition, TPO staff coordinate with local government media specialists to continue taping and airing TPO meetings, where the UPWP is discussed and considered, on local government and public access television channels. TPO meeting broadcasts are available for viewing via a link from the TPO website and are closed-captioned for the hearing impaired.

Consistency with Other Plans

The UPWP is developed to be consistent with all applicable plans, including the growth management plans of the local governments within the MPA. The UPWP work products and tasks are designed to assist local governments by providing resources, such as data and maps, that can be utilized in the comprehensive planning process. The TPO staff will contribute to and support local and state government planning efforts through the individual work tasks included in the UPWP. In addition, coordination and support will be continued through the TAC, CAC, BPAC, and LCB.

Planning Factors and Task Matrix

Federal regulations require that the metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following factors identified in 23 CFR 450.306(b):

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 inclusion of the Federal planning factors in the UPWP and in the metropolitan planning process is demonstrated through the use of the following matrix with an “x” in the box denoting that the UPWP task addresses the planning factor:

Work Element Tasks	Federal Planning Factors									
	1	2	3	4	5	6	7	8	9	10
1.1 Program Management	X	X	X	X	X	X	X	X	X	X
1.2 UPWP Development	X	X	X	X	X	X	X	X	X	X
2.1 Travel Demand Modeling		X	X	X	X		X		X	
2.2 GIS and Data Management		X	X	X	X		X		X	
2.3 Traffic Count Program Management	X	X		X	X		X		X	
2.4 Performance Measurement and Target Setting	X	X	X	X	X	X	X	X	X	X
3.1 Long Range Transportation Planning	X	X	X	X	X	X	X	X	X	X
3.2 Transit Planning	X	X	X	X	X	X	X	X	X	X
3.3 Transportation Improvement Program (TIP)	X	X	X	X	X	X	X	X	X	X
3.4 Congestion Management Process (CMP)	X	X	X	X	X		X	X	X	X
3.5 Bicycle-Pedestrian/Complete Streets Planning	X	X		X	X	X	X	X	X	X
3.6 Freight Planning	X	X	X	X	X	X	X	X	X	

Work Element Tasks	Federal Planning Factors									
	1	2	3	4	5	6	7	8	9	10
3.7 Safety and Security Planning		X	X						X	X
3.8 Transportation Disadvantaged (TD) Program	X	X		X	X	X	X		X	X
3.9 Environmental Planning	X	X	X	X	X	X	X	X	X	X
3.10 Automated/Connected/Electric/Shared-Use (ACES) Vehicles Planning	X	X	X	X	X	X	X	X	X	X
4.1 Models of Regional Planning Cooperation	X	X	X	X	X	X	X	X	X	X
4.2 Intergovernmental Planning and Coordination	X	X	X	X	X	X	X	X	X	X
5.1 Public Participation, Education & Outreach	X	X	X	X	X	X	X	X	X	X

USDOT Planning Emphasis Areas, FDOT Statewide Planning Emphasis Areas, and FDOT District 4 Planning Activities

In addition to incorporating the previously-summarized Federal Planning Factors, the TPO’s UPWP incorporates the USDOT Planning Emphasis Areas. These areas include Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future, Equity and Justice40 in Transportation Planning, Complete Streets, Public Involvement, Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination, Federal Land Management Agency (FLMA) Coordination, Planning and Environment Linkages (PEL), and Data in Transportation Planning. While several UPWP tasks advance these emphasis areas, UPWP Tasks 2.2, 3.5, 3.9, 4.2, and 5.1 are dedicated to Data, Complete Streets, Environmental, Intergovernmental Coordination, and Public Participation respectively.

FDOT Statewide Planning Emphasis Areas also are incorporated into the TPO’s UPWP which include Safety, Equity, Resilience, and Emerging Mobility. While several UPWP tasks advance these emphasis areas, UPWP Tasks 3.7, 5.1, 3.9, and 3.10 are dedicated to Safety, Public Participation, Environmental, and ACES Vehicles Planning, respectively.

Similarly, the FDOT District 4 Planning Activities are incorporated into the TPO’s UPWP as appropriate and include the goals of the Florida Transportation Plan (FTP), the USDOT Planning Emphasis Areas, and the FDOT Secretary’s list of the “vital few” agency emphasis areas, which are subject to change based on the FDOT Secretary.

The USDOT Planning Emphasis Areas, FDOT Statewide Planning Emphasis Areas, and FDOT District 4 Planning Activities are detailed in Appendix D.

II. ORGANIZATION AND MANAGEMENT

The St. Lucie TPO is the primary agency responsible for transportation planning for the MPA depicted below and was established under the federal requirements of 23 USC 134 for the utilization of federal transportation funds. The Board consists of ten (10) voting members representing the local governments within the MPA, one (1) voting member who represents the transit agency in the MPA, one (1) voting member who represents the St. Lucie Public Schools Board, and a non-voting advisor from FDOT. The voting membership of the Board is apportioned as follows:

- Four (4) St. Lucie County Board of County Commissioners*
- Four (4) City of Port St. Lucie Councilmembers
- Two (2) City of Fort Pierce Commissioners
- One (1) St. Lucie Public Schools Board member
- One (1) transit representative

*The District 5 St. Lucie County Commissioner also represents St. Lucie Village



Technical Advisory Committee (TAC)

The St. Lucie TPO has established a broad-based TAC composed of planners, engineers, and other appropriate professionals. The TAC was established for the purpose of advising and providing technical expertise to the St. Lucie TPO decision-making process for adopting and maintaining area-wide transportation plans, policies, and programs. The current TAC voting membership includes representation from municipal transportation, engineering, public safety, and land use agencies. In addition, the TAC includes representation from all modes of transportation and various levels of government and provides the opportunity for necessary staff coordination to achieve a unified transportation planning effort. The TAC consists of the following voting members:

- St. Lucie County Planning and Development Services Department
- Fort Pierce Planning Department
- Port St. Lucie Planning Department
- St. Lucie County Public Works Department
- Fort Pierce Engineering Department
- Port St. Lucie Public Works Department
- Treasure Coast International Airport
- St. Lucie Public Schools
- Public Transportation Operator
- St. Lucie County Fire District
- St. Lucie TPO Area Freight Representative
- St. Lucie County Sheriff's Office
- St. Lucie County Transit Management

In addition, the TAC includes a non-voting advisor who is a representative of the FDOT.

Citizens Advisory Committee (CAC)

The St. Lucie TPO also has established a CAC designed to facilitate a broad range of citizen involvement in the transportation planning process. The purpose of the CAC is to seek citizen and community participation in the St. Lucie TPO decision-making process for adopting and maintaining area-wide transportation plans, policies, and programs; provide comment with respect to the concerns of various segments of the population; and recommend projects and funding allocations for consideration by the TPO Board. The CAC plays a significant role in implementing public involvement activities in the planning process. The St. Lucie TPO's CAC consists of the following voting members:

- Two (2) City of Fort Pierce Residents
- Two (2) City of Port St. Lucie Residents
- Two (2) Unincorporated St. Lucie County Residents
- Two (2) Minority Residents of St. Lucie County
- Two (2) At-Large Residents of St. Lucie County
- One (1) Disabled Resident of St. Lucie County

Bicycle-Pedestrian Advisory Committee (BPAC)

The St. Lucie TPO has established a BPAC to provide recommendations regarding the bicycle and pedestrian planning and programming activities for the St. Lucie TPO and to work with local and State government agencies to coordinate bicycle and pedestrian planning and programming activities. The St. Lucie TPO's BPAC consists of the following voting members:

- St. Lucie County Parks and Recreation Department
- City of Port St. Lucie Parks and Recreation Department
- City of Fort Pierce Public Works Department
- St. Lucie County Environmental Resources Department
- One (1) Resident of St. Lucie County Experiencing or Representing a Disability
- Two (2) Resident Bicycling Representatives
- Two (2) Resident Running/Hiking Representatives

In addition, the BPAC includes a non-voting advisor who is a representative of the FDOT.

Treasure Coast Corridor Management Entity (TCCME)

The Treasure Coast Corridor Management Entity (TCCME) was established in 2004. The function of the TCCME is to explore available opportunities for enhancing the Treasure Coast corridor of the Florida Scenic Highway. The 19 members of the TCCME include representatives from the local jurisdictions and State and local agencies.

Local Coordinating Board for the Transportation Disadvantaged (LCB)

The Local Coordinating Board for the Transportation Disadvantaged (LCB) is appointed by the TPO, pursuant to Chapter 427, F.S., and Rule 41-2, F.A.C. The purpose of the LCB is to implement the duties described in Rule 41-2 as a part of the Florida Transportation Disadvantaged (TD) service delivery program which is incorporated into Task 3.8 of the UPWP. The LCB is made up of 19 representatives from various State and local agencies as well as citizen representatives. A member of the TPO Board is appointed annually to serve as the LCB Chair.

Treasure Coast Transportation Council (TCTC)

In 2006, the Treasure Coast Transportation Council (TCTC), consisting of two members each from the TPO, Indian River MPO, and Martin MPO, was created through an Interlocal Agreement. The Interlocal Agreement identifies the parties' "desire to create a formal mechanism to coordinate regional transportation planning activities" and "desire to participate cooperatively in identifying and selecting regional projects and programs for funding available for regional facilities including those funds that may be available through the State of Florida Transportation Regional Incentive Program (TRIP). A Treasure Coast Technical Advisory Committee (TCTAC) consisting of representatives from the TACs and transit representatives of the Martin MPO, St. Lucie TPO, and Indian River MPO was formed to provide technical and advisory support for the TCTC.

Metropolitan Planning Organization Advisory Council (MPOAC)

The St. Lucie TPO participates with the other Florida TPOs/MPOs in the statewide Metropolitan Planning Organization Advisory Council (MPOAC) which was established by state statute to allow TPOs/MPOs to advise on statewide plans and policies affecting TPOs/MPOs. The MPOAC is responsible for providing input and recommendations to FDOT on transportation plans, programs, policies, and issues. In addition, the MPOAC also serves as a forum for the discussion and formulation of recommendations to other appropriate bodies on statewide transportation-related issues.

TPO Staff

St. Lucie TPO staff is the designated professional staff of the St. Lucie TPO and performs the work effort required to support the administration and management of a continuing,

cooperative, and comprehensive transportation planning process that results in the development of plans and programs which comply with Federal requirements. The TPO is an autonomous legal entity. Federal assistance and coordination are provided primarily through FHWA and FTA. State assistance and coordination are provided through FDOT District 4 and the Florida Commission for the Transportation Disadvantaged.

Agreements

The TPO has executed the following agreements with State agencies and local governments to administer and facilitate the transportation planning process:

Interlocal Agreement for Creation of the Metropolitan Planning Organization

This agreement among FDOT and member agencies was executed to establish the St. Lucie TPO to implement and ensure a continuing, cooperative, and comprehensive metropolitan transportation planning process throughout the MPA and to assure eligibility for the receipt of federal transportation funds.

Interlocal Agreement for Administrative Support Services

This agreement between the TPO and St. Lucie County was executed for the provision by St. Lucie County of administrative support services to assist the TPO staff in managing the continuing, cooperative and comprehensive metropolitan transportation planning process.

MPO Agreement

This agreement between FDOT and the TPO is for the administration of all FHWA/FTA program funds of the UPWP and identifies the responsibilities for cooperatively carrying out transportation planning and programming pursuant to Federal regulations and the terms and conditions upon which the funding will be provided.

Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement

This agreement among the TPO, St. Lucie County (public transit provider), FDOT, and the Treasure Coast Regional Planning Council (TCRPC) describes the means by which activities will be coordinated, specifies how transportation planning and programming will be part of the comprehensively planned development of the MPA, and identifies the mutual responsibilities of the parties in carrying out the metropolitan transportation planning process.

Public Transportation Joint Participation Agreement

This agreement between the FDOT and the TPO was executed to provide FTA Section 5305(d) funding to the TPO for the undertaking of technical studies and to implement specific tasks and activities of the UPWP as described in Tasks 1.1 and 3.2.

Interlocal Agreement Creating the Treasure Coast Transportation Council

This agreement among the St. Lucie TPO, Indian River MPO, and Martin MPO was executed to coordinate regional transportation planning activities and to participate cooperatively in identifying and selecting regional facilities for funding available through TRIP (Transportation Regional Incentive Program).

Operational Procedures & Bylaws

The TPO operates under a set of adopted By-Laws, Rules, and Procedures. While St. Lucie County provides administrative support services such as legal, financial, purchasing, and other services to the TPO, the TPO is a separate legal entity and autonomous from St. Lucie County. The TPO operates under rules and procedures consistent with State and Federal rules and laws. The TPO operational procedures fully comply with the Public Records Laws and the Sunshine Laws of the State of Florida and the federal government. The TPO's official records are maintained in the TPO Offices located at 466 SW Port St. Lucie Blvd, Suite 111, Port St. Lucie, FL 34953. The TPO records are available for public inspection during normal business hours.

Statements, Certifications and Assurances

On an annual basis, the State and the TPO are required to certify to the FHWA and FTA that the planning process is addressing the major issues facing the MPA and that it is being conducted in accordance with the following applicable requirements:

- Title 23 USC Section 134 (Metropolitan Planning)
- Section 5305(d) of the Federal Transit Act
- Title 23 Section 450.334 of the Code of Federal Regulations (Certification)
- Sections 174 and 176 (c) & (d) of the Clean Air Act,
- Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by the State,
- Provisions of BIL and corresponding federal regulations, and
- Current provisions of the Americans with Disabilities Act (ADA) of 1990 and USDOT regulations.

On a quadrennial basis, FHWA and FTA conduct federal certification reviews of TPOs designated for Census urbanized areas where the population exceeds 200,000. These areas are known as Transportation Management Areas (TMAs). Such reviews for the St. Lucie TPO and Martin MPO, both designated for the Port St. Lucie TMA, were last completed in September 2021 and ultimately resulted in Federal certification for the St. Lucie TPO with no Corrective Actions and five Noteworthy Practices being identified for the St. Lucie TPO.

Appendix E contains the Statements and Assurances of the St. Lucie TPO including the Debarment and Suspension Certification, Disadvantaged Business Enterprise (DBE) Utilization Statement, Lobbying Certification, and the Title VI Nondiscrimination Policy Statement.

III. WORK PROGRAM ELEMENTS AND TASKS

The work program is divided into the following major elements and specific work tasks are discussed in detail within each major element.

ELEMENT 1: PROGRAM ADMINISTRATION

ELEMENT 2: MODELING, GIS, DATA MANAGEMENT, MONITORING, AND PERFORMANCE MEASUREMENT

ELEMENT 3: RECURRING AND SYSTEMS PLANNING

ELEMENT 4: REGIONAL AND INTERGOVERNMENTAL PLANNING AND COORDINATION

ELEMENT 5: PUBLIC INVOLVEMENT, EDUCATION & OUTREACH

ELEMENT 1: PROGRAM ADMINISTRATION

Element 1 includes the work tasks necessary to manage the transportation planning process on a continuing, comprehensive, and cooperative basis including program management; office rent and operations; meeting facilitation and support; grants and contracts administration; quarterly reporting; certification and auditing; staff education, training, and travel; UPWP development and review; development of legislative priorities; and legal services. Specific work tasks are listed below and described on the following pages.

Task 1.1 Program Management

Task 1.2 UPWP Development

Task 1.1 Program Management	
Purpose:	
To coordinate, administer, and manage a continuing, comprehensive, and cooperative transportation planning process for the MPA of the St. Lucie TPO.	
Previous Work Completed:	
<p>The TPO staff provided technical and administrative support to and facilitated the meetings for the TPO Board and TAC. The staff coordinated, administered, and managed the planning activities to meet the requirements of TPO agreements and other rules and regulations to ensure a continuing, cooperative and comprehensive transportation planning process. The operations included personnel administration and the filling of any staff vacancies and continually reviewing staff organization in order to assure implementation of the UPWP. In addition, work files, computers, audio-visual equipment and other office equipment were maintained.</p> <p>The staff also prepared the various documents including quarterly progress reports and financial records needed to assure State and Federal transportation funding and maintained liaison with the appropriate agencies. TPO Agreements and By-Laws were updated as needed and legislative priorities were developed, using local funds, and adopted annually by the TPO Board. Staff participated in the FHWA/MPO/FDOT Statewide Meetings and performed the Annual Joint Certification Process with FDOT. TPO representatives attended meetings of the MPOAC, National Association of Reginal Councils (NARC), Association of MPOs (AMPO), and associated subcommittees. Workshops and training sessions were attended to facilitate the above activities and to support addressing the planning priorities in a variety of technical areas including scenario planning, freight planning, travel demand management, transportation data management and modeling, and community livability/sustainability.</p>	
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):	
<ul style="list-style-type: none"> • Provide technical assistance and support to the TPO Board and TAC including the preparation of meeting agendas, summaries, notices, etc. • Provide grants and contracts administration, update interlocal agreements as necessary, and maintain financial records • Conduct an annual financial audit as required by State and Federal regulations concurrently with St. Lucie County's annual financial audit and included in the General and Administrative Charges • Prepare quarterly progress reports and invoices for the FDOT • Participate in the annual joint certification review process with the FDOT • Participate in the federal quadrennial certification review process with the FDOT and the FHWA which includes preparation, a site visit, and public outreach. • Conduct a local MPOAC Institute training workshop • Participate in FHWA/MPO/FDOT Statewide Conferences which may include travel • Attend meetings, which may include travel, of the MPOAC, NARC, AMPO, associated subcommittees, and other related or relevant organizations and agencies • Prepare, using local funds, legislative priorities annually for consideration by the TPO Board • Attend professional workshops and training programs, which may include travel, with regard to professional trade associations, geographic information systems, transportation planning, congestion management, public involvement, FDOT/FHWA requirements, freight planning, travel demand management and modeling, community livability/sustainability, and other relevant subjects • Maintain computer stations and work files and other office equipment • Manage payments of office rent and associated office expenses 	

End Product:	Completion Date:	Performed by: St. Lucie TPO
2023 Legislative Priorities (uses local funds only)	December 2022	
2023 Annual Joint Certification Review	May 2023	
MPOAC Institute for the TPO	June 2023	
2024 Legislative Priorities (uses local funds only)	October 2023	
2024 Annual Joint Certification Review	May 2024	

Task 1.1 Program Management Estimated Budget Detail for FY 2022/23							
Budget Category	Budget Category Description	PL³	SU	FTA 5305D⁴	FCTD	TPO Local	Total
Contract Number:				G1477 G2170			
A. Personnel Services:							
	TPO Staff Salaries, fringe benefits, and other deductions	\$93,444	\$0	\$45,541	\$0	\$2,000	\$140,985
	Subtotal:	\$93,444	\$0	\$45,541	\$0	\$2,000	\$140,985
B. Contract/Consultant Services:							
	Contract/Consultant Services ¹	\$30,000	\$0	\$0	\$0	\$0	\$30,000
	Subtotal:	\$30,000	\$0	\$0	\$0	\$0	\$30,000
C. Travel:							
	Travel Expenses	\$5,000	\$0	\$0	\$0	\$0	\$5,000
	Subtotal:	\$5,000	\$0	\$0	\$0	\$0	\$5,000
D. Other Direct Expenses:							
	Advertising	\$630	\$0	\$0	\$0	\$0	\$630
	Building Rental	\$115,000	\$0	\$0	\$0	\$0	\$115,000
	Books & Subscriptions	\$250	\$0	\$0	\$0	\$0	\$250
	Communications	\$1,000	\$0	\$0	\$0	\$0	\$1,000
	Equipment < \$1000	\$1,000	\$0	\$0	\$0	\$0	\$1,000
	Equipment Rental	\$2,000	\$0	\$0	\$0	\$0	\$2,000
	General & Admin Charges ²	\$53,660	\$0	\$0	\$0	\$0	\$53,660
	Office Supplies	\$4,000	\$0	\$0	\$0	\$0	\$4,000
	Operating Supplies	\$5,000	\$0	\$0	\$0	\$0	\$5,000
	Postage & Freight	\$85	\$0	\$0	\$0	\$0	\$85
	Supplies-Computer	\$1,000	\$0	\$0	\$0	\$0	\$1,000
	Training & Seminars	\$20,000	\$0	\$0	\$0	\$0	\$20,000
	Utilities	\$5,000	\$0	\$0	\$0	\$0	\$5,000
	Subtotal:	\$208,625	\$0	\$0	\$0	\$0	\$208,625
	Total:	\$337,069	\$0	\$45,541	\$0	\$2,000	\$384,610

^{1,2,3,4}See the next page for an explanation of these expenses/grants.

Task 1.1 Program Management Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL³	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$143,039	\$0	\$0	\$2,000	\$145,039
	Subtotal:	\$143,039	\$0	\$0	\$2,000	\$145,039
B. Contract/Consultant Services:						
	Contract/Consultant Services ¹	\$30,000	\$0	\$0	\$0	\$30,000
	Subtotal:	\$30,000	\$0	\$0	\$0	\$30,000
C. Travel and Seminar Registration:						
	Travel Expenses	\$5,000	\$0	\$0	\$0	\$5,000
	Subtotal:	\$5,000	\$0	\$0	\$0	\$5,000
D. Other Direct Expenses:						
	Advertising	\$630	\$0	\$0	\$0	\$630
	Building Rental	\$121,000	\$0	\$0	\$0	\$121,000
	Books & Subscriptions	\$250	\$0	\$0	\$0	\$250
	Communications	\$1,000	\$0	\$0	\$0	\$1,000
	Equipment < \$1000	\$1,000	\$0	\$0	\$0	\$1,000
	Equipment Rental	\$2,000	\$0	\$0	\$0	\$2,000
	General & Administrative Charges ²	\$53,660	\$0	\$0	\$0	\$53,660
	Office Supplies	\$4,000	\$0	\$0	\$0	\$4,000
	Operating Supplies	\$5,000	\$0	\$0	\$0	\$5,000
	Postage & Freight	\$85	\$0	\$0	\$0	\$85
	Supplies-Computer	\$1,000	\$0	\$0	\$0	\$1,000
	Training and Seminars	\$2,000	\$0	\$0	\$0	\$2,000
	Utilities	\$5,000	\$0	\$0	\$0	\$5,000
	Subtotal:	\$196,625	\$0	\$0	\$0	\$196,625
	Total:	\$374,664	\$0	\$0	\$2,000	\$376,664

¹Contract/Consultant Services include custodial, security, and meeting support/meeting summary preparation services.

²General and Administrative Charges are the direct expenses charged by St. Lucie County for the provision of administrative support services which include procurement/purchasing, finance, human resources, information technology, insurance coverage, annual financial audits, and legal services.

³Federal funds are soft matched by the FDOT non-cash match explained on page 3.

⁴The amounts of these contracts are detailed in Table 2, Revenues (FY 2022/23).

Task 1.2 UPWP Development		
Purpose:		
To implement the FY 2022/23 – FY 2023/24 UPWP and develop the FY 2024/25 – FY 2025/26 UPWP consistent with Federal and State requirements.		
Previous Work Completed:		
Implementation of the FY 2020/2021 – FY 2021/2022 UPWP and all required budget revisions and amendments. Coordination with Martin and Indian River MPOs on the implementation and development of their respective UPWPs.		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • Implement the FY 2022/23 – FY 2023/24 UPWP • Develop the FY 2024/25 – FY 2025/26 UPWP • Process amendments to the adopted UPWP as necessary • Process budget revisions to the adopted UPWP as necessary • Coordinate with neighboring MPOs 		
End Product:	Completion Date:	Performed by: St. Lucie TPO
FY 2024/25 – FY 2025/26 UPWP Kickoff Meeting	January 2024	
Review by Advisory Committees & Board	March/April 2024	
Transmittal to FDOT	March 2024	
Public Comment Period	March/April 2024	
Adoption by Board	April 2024	
Transmittal to FHWA & FTA	May 2024	
UPWP Amendments	As needed	

Task 1.2 UPWP Development Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$3,000	\$0	\$0	\$0	\$3,000
	Subtotal:	\$3,000	\$0	\$0	\$0	\$3,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$3,000	\$0	\$0	\$0	\$3,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 1.2 UPWP Development Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$20,000	\$0	\$0	\$0	\$20,000
	Subtotal:	\$20,000	\$0	\$0	\$0	\$20,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$20,000	\$0	\$0	\$0	\$20,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

ELEMENT 2: MODELING, GIS, DATA MANAGEMENT, AND PERFORMANCE MEASUREMENT

Element 2 includes the work tasks necessary to collect, monitor, and manage area travel characteristics and factors affecting travel such as socioeconomic and land use data, transportation system data, and other data concerns and issues. In addition, Element 2 includes efforts to improve the quality of the data and the collection and monitoring processes, to enhance travel demand modeling, to manage the Traffic Count Program, and to incorporate performance measurement and target setting. Specific work tasks are listed below and described on the following pages.

- Task 2.1 Travel Demand Modeling
- Task 2.2 GIS and Data Management
- Task 2.3 Traffic Count Program Management
- Task 2.4 Performance Measurement and Target Setting

Task 2.1 Travel Demand Modeling		
Purpose:		
To ensure the highest quality of travel demand modeling used by the continuing, cooperative and comprehensive transportation planning processes upon which decision making is based.		
Previous Work:		
The Treasure Regional Planning Model (TCRPM) was employed for transportation planning by the TPO and Indian River and Martin MPOs. The TCRPM version 5 was developed and utilized to support several tasks including development of the SmartMoves 2045 LRTP. TCRPM is based on the activity-based modeling approach, and the TPO regularly hosted the model development meetings for the TCRPM. In addition, TPO staff participated on the Statewide Modeling Task Force (MTF) and the Florida Standard Urban Transportation Model Structure (FSUTMS) Users Group. Staff also provided guidance on regional modeling projects.		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • Coordinate operation of TCRPM with FDOT, Indian River and Martin MPOs • Participate in regional modeling activities that include model improvements; travel and other data collection, compilation and development; model estimation, calibration, validation and sensitivity tests; and associated model support services. • Utilize the TCRPM to support, when applicable, UPWP tasks such as regional and intergovernmental planning and coordination. • Participate in MTF and regional modeling activities 		
End Product:	Completion Date:	Performed by: St. Lucie TPO
TCRPM 2045 TAZ and Model Updates (Consultant scope of services in Appendix F.)	June 2023	
TCRPM5 Application and Support	Ongoing	
TCRPM6 Development and Support	TBD	
Participation in MTF and regional modeling activities	Ongoing	

Task 2.1 Travel Demand Modeling Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU ¹	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$10,000	\$10,000	\$0	\$0	\$10,000
	Subtotal:	\$10,000	\$10,000	\$0	\$0	\$10,000
B. Contract/Consultant Services:						
	TCRPM 2045 TAZ and Model Updates	\$0	\$50,000	\$0	\$0	\$50,000
	Subtotal:	\$0	\$50,000	\$0	\$0	\$50,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$10,000	\$60,000	\$0	\$0	\$70,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 2.1 Travel Demand Modeling Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$30,000	\$0	\$0	\$0	\$30,000
	Subtotal:	\$30,000	\$0	\$0	\$0	\$30,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$30,000	\$0	\$0	\$0	\$30,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 2.2 GIS and Data Management		
Purpose:		
To ensure the highest quality of data used by the continuing, cooperative, and comprehensive transportation planning processes to support decision-making.		
Previous Work:		
<p>The TPO continued to coordinate activities related to land use and socioeconomic data collection and analysis and assisted in the maintenance of GIS layers. In addition, the TPO participated in the identification of demographic changes that impact traffic operations and projections and travel demand. These efforts continued to be coordinated with the Martin and Indian River MPOs.</p> <p>The TPO continued to coordinate data collection and monitoring activities in support of Intelligent Transportation System (ITS) infrastructure, such as the St. Lucie Advanced Transportation Management System (ATMS) and related to land use and socioeconomic data collection and analysis.</p> <p>To ensure the accuracy and relevance of geo-spatial data used for impact analysis, mapping, and decision making, TPO staff continued to monitor Federal, State, and local GIS geo-spatial databases.</p>		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • GIS and data monitoring, updates, maintenance, and coordination • Collection and coordination of transit data and analysis • ITS/St. Lucie ATMS implementation • Update the existing Community Profiles based on the most current U.S. Census data 		
End Product:	Completion Date:	Performed by:
Community Profile Updates	December 2023	
		St. Lucie TPO

Task 2.2 GIS and Data Management Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$15,000	\$0	\$0	\$0	\$15,000
	Subtotal:	\$15,000	\$0	\$0	\$0	\$15,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$15,000	\$0	\$0	\$0	\$15,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 2.2 GIS and Data Management Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$20,000	\$0	\$0	\$0	\$20,000
	Subtotal:	\$20,000	\$0	\$0	\$0	\$20,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$20,000	\$0	\$0	\$0	\$20,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 2.3 Traffic Count Program Management		
Purpose:		
To collect, monitor, and manage the highest quality of current traffic data on the public roadway network within the MPA.		
Previous Work:		
<p>The TPO continued to collect and manage the Traffic Count Program through the Traffic Count Data Management System (TCDMS) and acted as a clearinghouse for the collection and management of all traffic counts performed in the MPA by the cities, County, and FDOT. The 2021 and 2022 Traffic Counts were collected and uploaded into the TCDMS, and the resulting reports were published online. The reports were also provided to FDOT, local governments, private consulting firms, and the public upon request.</p> <p>The Level of Service Analysis System (LOSAS) was updated to reflect FDOT’s updated methodology of performing roadway level-of-service analyses based on posted speed limits rather than traffic signal density.</p>		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • Manage and fund the Traffic Count Program. At the present time, none of the local jurisdictions maintains a formal traffic count program and continuation of the Traffic Count Program is necessary to monitor the performance of road segments for transportation planning purposes. • Collect and manage the Traffic Counts Program through the TCDMS and act as a clearinghouse for the collection and management of all traffic counts performed in the MPA by the Cities, County, and FDOT. • Maintain the LOSAS to evaluate the congestion and operating condition of the roadway network and produce an Annual Level of Service Report. • Continue to manage and fund the Traffic Count Program until an agreement to share the cost between the TPO and the local governments is appropriate to fund the program in future years. Such an agreement would need to be approved by the elected boards of the local governments. • Manage consultant services for traffic counts, LOSAS and TCDMS. 		
End Product:	Completion Date:	Performed by: St. Lucie TPO
2023 Traffic Count and LOS Report (Consultant scope of services in Appendix F.)	June 2023	
2024 Traffic Count and LOS Report (Consultant scope of services in Appendix F.)	June 2024	

Task 2.3 Traffic Count Program Management Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL	SU ¹	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$0	\$35,000	\$0	\$0	\$35,000
	Subtotal:	\$0	\$35,000	\$0	\$0	\$35,000
B. Contract/Consultant Services:						
	2023 Traffic Count and LOS Report	\$0	\$45,000	\$0	\$0	\$45,000
	Subtotal:	\$0	\$45,000	\$0	\$0	\$45,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$0	\$80,000	\$0	\$0	\$80,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 2.3 Traffic Count Program Management Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL	SU ¹	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$0	\$35,000	\$0	\$0	\$35,000
	Subtotal:	\$0	\$35,000	\$0	\$0	\$35,000
B. Contract/Consultant Services:						
	2024 Traffic Count and LOS Report	\$0	\$45,000	\$0	\$0	\$45,000
	Subtotal:	\$0	\$45,000	\$0	\$0	\$45,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$0	\$80,000	\$0	\$0	\$80,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 2.4 Performance Measurement and Target Setting		
Purpose:		
To ensure the most efficient investment of Federal transportation funds by linking investment priorities to the achievement of adopted targets		
Previous Work:		
<p>The TPO continued to incorporate performance management as a strategic approach that includes performance measurement and target setting to connect investment and policy decisions to help achieve performance goals. Performance measures are quantitative criteria used to evaluate progress. Performance measure targets are the benchmarks against which collected data is gauged.</p> <p>The TPO and the transit provider cooperatively established targets for the State of Good Repair, Transit Asset Management Plan, and Public Transportation Agency Safety Plan (PTASP) performance measures. FDOT established targets for the safety, bridge and pavement, and system performance measures, and the TPO chose to adopt the same targets as FDOT. The strategies and investments used to meet the targets were identified and reported by FDOT through its Highway Safety Improvement Program, and the TPO reported its targets to FDOT.</p> <p>All of the targets were incorporated into the Long Range Transportation Plan and the Transportation Improvement Program.</p>		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • Support FDOT targets or establish own performance measurement targets for targets for safety, system performance, bridge and pavement performance measures • Obtain local data or data from FDOT for performance measurement • Track progress toward meeting targets based on the data obtained and report to FDOT • Continue coordination among the TPO, St. Lucie County Transit Management, and FDOT on transit performance measures and adjusting transit targets as applicable. This includes demonstrating efforts to integrate progress towards achieving targets in the TIP and LRTP (system performance report) to the maximum extent possible. 		
End Product:	Completion Date:	Performed by: St. Lucie TPO
Set 2023 performance targets and report to FDOT	February 2023	
Set 2024 performance targets and report to FDOT	February 2024	

Task 2.4 Performance Measurement and Target Setting Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$10,000	\$0	\$0	\$0	\$10,000
	Subtotal:	\$10,000	\$0	\$0	\$0	\$10,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$10,000	\$0	\$0	\$0	\$10,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 2.4 Performance Measurement and Target Setting Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$15,000	\$0	\$0	\$0	\$15,000
	Subtotal:	\$15,000	\$0	\$0	\$0	\$15,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$15,000	\$0	\$0	\$0	\$15,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

ELEMENT 3: RECURRING AND SYSTEMS AND PROJECT PLANNING

Element 3 includes the systems planning and recurring planning activities. Specific work tasks are listed below and described on the following pages.

- Task 3.1 Long Range Transportation Planning
- Task 3.2 Transit Planning
- Task 3.3 Transportation Improvement Program (TIP)
- Task 3.4 Congestion Management Process (CMP)
- Task 3.5 Bicycle-Pedestrian/Complete Streets Planning
- Task 3.6 Freight Planning
- Task 3.7 Safety and Security Planning
- Task 3.8 Transportation Disadvantaged (TD) Program
- Task 3.9 Environmental Planning
- Task 3.10 Automated/Connected/Electric/Shared-Use (ACES) Vehicles
Planning

Task 3.1 Long Range Transportation Planning		
Purpose:		
To implement the SmartMoves 2045 Long Range Transportation Plan (LRTP) and the Treasure Coast Regional LRTP (RLRTP) which provide for the development, management, and operation of multimodal transportation systems and considers and/or integrates facilities that serve national, statewide, or regional transportation functions.		
Previous Work:		
The TPO continued to implement the Go2040 LRTP. The SmartMoves 2045 LRTP was adopted in February 2021 which incorporated livability initiatives to improve mobility and quality of life through improvements that support multiple transportation modes. The Plan also incorporated Safety, Security, and Congestion Elements that inform other tasks of the UPWP.		
Performance measures developed for the Go2040 LRTP and SmartMoves 2045 LRTP were monitored and reviewed on an annual basis. Federal performance measures were reviewed, and Federal requirements with the corresponding rules promulgated were analyzed.		
Coordination occurred with state, regional, and local agencies to identify and prioritize projects which increase mobility options as part of the RLRTP.		
The TPO participated with FDOT in the major update process for the Strategic Intermodal System (SIS) Unfunded Needs and Cost Feasible Plans.		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • SmartMoves 2045 LRTP amendment and implementation • Participation in FTP and SIS Plan implementation and updates 		
End Product:	Completion Date:	Performed by:
TIP/LRTP Performance Report 2023	June 2023	St. Lucie TPO
I-95/Northern Connector Interchange Justification Report	June 2023	St. Lucie TPO
TIP/LRTP Performance Report 2024	June 2024	St. Lucie TPO
<u>Airport Connector Corridor Alignment Study</u>	<u>June 2024</u>	<u>St. Lucie TPO</u> <u>St. Lucie County</u>

Task 3.1 Long Range Transportation Planning Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	Private Developer	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$10,000	\$0	\$60,000	\$0	\$70,000
	Subtotal:	\$10,000	\$0	\$60,000	\$0	\$70,000
B. Contract/Consultant Services:						
	I-95/Northern Connector Interchange Justification Report	\$0	\$0	\$500,000	\$0	\$500,000
	Airport Connector Corridor Alignment Study	\$0	\$60,000	\$0	\$0	\$60,000
	Subtotal:	\$0	\$0 \$60,000	\$500,000	\$0	\$500,000 \$560,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$10,000	\$0 \$60,000	\$560,000	\$0	\$570,000 \$630,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.1 Long Range Transportation Planning Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$20,000	\$0	\$0	\$0	\$20,000
	Subtotal:	\$20,000	\$0	\$0	\$0	\$20,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$20,000	\$0	\$0	\$0	\$20,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.2 Transit Planning

Purpose:

To provide technical assistance and guidance to local and regional transit providers, to support public transportation planning and transit grant administration activities, and to develop and implement analytical methods to identify gaps in the connectivity of the transportation system and develop infrastructure and operational solutions that provide the public, especially traditionally underserved populations, with adequate access to essential services.

Previous Work:

Intermodal planning and coordination was supported through transit planning activities in cooperation with Martin and Indian River MPOs and South Florida Commuter Services (SFCS). The St. Lucie County Origin and Destination Big Data Analysis was completed, a key step to identify areas for transit infrastructure development and improvements. The TPO Board adopted the PTASP Performance Targets for the St. Lucie TPO. The TPO Board accepted the Transit Route Optimization Study Draft Choices Report which is the first phase of a study to optimize the bus route network. TPO Staff assisted St. Lucie County in preparing its Transit Development Plan (TDP) Annual Progress Reports. The Micro-Mobility Study was conducted.

The TPO coordinated and facilitated a Park & Ride Lot Program by building upon the results of previous planning efforts. Construction of the Jobs Express Terminal was completed. Coordination with Palm Tran and FDOT resulted in commitments from those agencies to respectively operate and fund express bus service from St. Lucie County to Palm Beach County via the Jobs Express Terminal.

Other transit planning activities that were continued included providing technical and planning assistance to St. Lucie County in order to maintain the County’s eligibility for the continued receipt of federal and state transit grant funds. The performance of the transit system was monitored. Potential impacts caused by the extension of passenger rail service were monitored. The coordination of specialized transportation services continued through transit meetings.

Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):

- Provision of technical assistance to the transit providers
- Bus-related planning activities performed by St. Lucie County with its Section 5307 funds
- Continue coordination with FDOT, St. Lucie County Transit, and Palm Tran on the express bus service from the Jobs Express Terminal to the West Palm Beach Intermodal Center
- Transit Development Plan (TDP) Major Update
- TDP Annual Progress Reports
- Transit Center Visioning Workshop
- Support of intermodal planning, travel demand management, and transit planning coordination including implementation of the SFCS Workplan
- Park and ride lot program planning
- Passenger rail service program planning

End Product:	Completion Date:	Performed by:
Transit Center Visioning Workshop Fort Pierce Passenger Rail Station Planning (Consultant scope of services in Appendix F to be utilized.)	December 2022 June 2024	St. Lucie TPO City of Fort Pierce
TDP Annual Progress Report	September 2022	St. Lucie TPO
TDP Annual Progress Report	September 2023	St. Lucie TPO
TDP Major Update (Consultant scope of services in Appendix F.)	June 2024	St. Lucie TPO

Task 3.2 Transit Planning Estimated Budget Detail for FY 2022/23							
Budget Category	Budget Category Description	PL ¹	SU ¹	FTA 5305D	FCTD GFSU	TPO Local	Total
Contract Number:				G1477 G2170			
A. Personnel Services:							
TPO Staff Salaries, fringe benefits, and other deductions		\$10,000	\$35,000	\$70,541	\$0	\$0	\$115,541
Subtotal:		\$10,000	\$35,000	\$70,541	\$0	\$0	\$115,541
B. Contract/Consultant Services:							
Transit Center Visioning Workshop Fort Pierce Passenger Rail Station Planning		\$0	\$60,000 \$0	\$0	\$0 \$356,183	\$0	\$60,000 \$356,183
Subtotal:		\$0	\$60,000 \$0	\$0	\$0 \$356,183	\$0	\$60,000 \$356,183
C. Travel:							
		\$0	\$0	\$0	\$0	\$0	\$0
Subtotal:		\$0	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:							
		\$0	\$0	\$0	\$0	\$0	\$0
Subtotal:		\$0	\$0	\$0	\$0	\$0	\$0
Total:		\$10,000	\$95,000 \$35,000	\$70,541	\$0 \$356,183	\$0	\$175,541 \$471,724

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.2 Transit Planning Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU ¹	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
TPO Staff Salaries, fringe benefits, and other deductions		\$25,000	\$85,000	\$0	\$0	\$110,000
Subtotal:		\$25,000	\$85,000	\$0	\$0	\$110,000
B. Contract/Consultant Services:						
TDP Major Update		\$0	\$150,000	\$0	\$0	\$150,000
Subtotal:		\$0	\$150,000	\$0	\$0	\$150,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
Subtotal:		\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
Subtotal:		\$0	\$0	\$0	\$0	\$0
Total:		\$25,000	\$235,000	\$0	\$0	\$260,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.3 Transportation Improvement Program (TIP)

Purpose:

To annually coordinate, update, and maintain the five-year TIP which reflects Federal, State, and local funding and identifies all Federal, State, and locally funded transportation improvements within the TPO area.

Previous Work:

The TIP continued to be developed annually based on the LRTP, TDP, CMP, bicycle/pedestrian plans, airport and port plans, the Transportation Alternatives (TA) Project Prioritization Methodology, and other planning activities as necessary. The development of the TIP included the preparation of the List of Priority Projects (LOPP) which prioritizes roadway, transit, and CMP. The LOPP was prepared based on input from local agencies including transit, FDOT, and the public.

The Draft Tentative Work Program was reviewed to ensure consistency with the LOPP and the LRTP and was considered by the TPO advisory committees and Board for endorsement. FDOT’s Final Tentative Work Program and the Annual Publication of Obligated Federal Projects was incorporated into the TIP.

The TIP was adopted by the Board after a public comment period and review of the draft TIP by the advisory committees, and the Interactive TIP subsequently was launched. The Interactive TIP was maintained, and the TPO coordinated with FDOT to amend the TIP and process STIP amendments as needed. A consultant was utilized for maintenance of the Interactive TIP.

Conceptual project development continued. The TPO continued to play significant roles in the completion of the designs for Port St. Lucie Boulevard, SR-A1A North Causeway Bridge, and other projects derived from the LRTP.

Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):

- Development of the LOPP
- Development of the TIP with TIP/LRTP Performance Report and TIP/STIP amendments
- Maintenance of the Interactive TIP
- Participation in the phases of projects derived from the LRTP

End Product:	Completion Date:	Performed by: St. Lucie TPO
Submittal of 2022/23 LOPP to FDOT	August 2022	
Review/Endorsement of FDOT’s Five-Year Work Program	December 2022	
FY 2023/24 – FY 2027/28 TIP Adoption & Interactive TIP Update (Independent contractor to be used.)	June 2023	
Annual Publication of Obligated Federal Projects	June 2023	
Submittal of 2023/24 LOPP to FDOT	June 2023	
Review/Endorsement of FDOT’s Five-Year Work Program	October 2023	
FY 2024/25 – FY 2028/29 TIP Adoption & Interactive TIP Update (Independent contractor to be used.)	June 2024	
Annual Publication of Obligated Federal Projects	June 2024	

Task 3.3 Transportation Improvement Program (TIP) Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$20,000	\$0	\$0	\$0	\$20,000
	Subtotal:	\$20,000	\$0	\$0	\$0	\$20,000
B. Contract/Consultant Services:						
	FY 2023/24 – FY 2027/28 Interactive TIP Update (Independent Contractor)	\$10,000	\$0	\$0	\$0	\$10,000
	Subtotal:	\$10,000	\$0	\$0	\$0	\$10,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$30,000	\$0	\$0	\$0	\$30,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.3 Transportation Improvement Program (TIP) Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$35,000	\$0	\$0	\$0	\$35,000
	Subtotal:	\$35,000	\$0	\$0	\$0	\$35,000
B. Contract/Consultant Services:						
	FY 2024/25 – FY 2028/29 Interactive TIP Update (Independent Contractor)	\$10,000	\$0	\$0	\$0	\$10,000
	Subtotal:	\$10,000	\$0	\$0	\$0	\$10,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$45,000	\$0	\$0	\$0	\$45,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.4 Congestion Management Process (CMP)		
Purpose:		
To maintain and monitor the CMP and identify and prioritize CMP projects for the FDOT Work Program and the TPO LOPP and TIP.		
Previous Work:		
<p>The CMP Implementation Plan prioritizes projects which address identified congestion and safety issues using one or more “quick-fix” strategies. An Annual CMP Report was completed to update congestion and safety issues and explore strategies to address areas of concern. In coordination with FDOT Traffic Operations, the CMP and its Implementation Plan were utilized to allocate the TPO’s CMP box funds of \$300,000-\$400,000 annually. The CMP was also used for the annual development of the LOPP, TIP, and Work Program, and for ongoing project prioritization as needed in coordination with FDOT Traffic Operations.</p> <p>The SmartMoves2045 LRTP contains a CMP element, the Cost Feasible Plan allocates funding to the CMP, and congestion management is incorporated into the Goals, Objectives, and Performance Measures of the SmartMoves2045 LRTP.</p> <p>The TPO participated significantly in the development of the FDOT Treasure Coast Transportation Systems Management & Operations (TSM&O) Master Plan.</p> <p>The St. Lucie Advanced Transportation Master Plan (ATMS) Master Plan continued to be implemented.</p>		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • CMP Project coordination and prioritization • CMP Annual Report which evaluates the performance of the CMP • ATMS Master Plan Implementation through participation, including attending project progress meetings with FDOT and FDOT’s consultant in the implementation of the ATMS Master Plan; coordination with local agencies; and the development and prioritization of subsequent phases in the TPO’s LOPP • Support the implementation of the Treasure Coast TSM&O Master Plan where it is consistent with the ATMS Master Plan. 		
End Product:	Completion Date:	Performed by: St. Lucie TPO
Special Events Congestion Management and Parking Plan (SECMAPP) (Consultant scope of services in Appendix F.)	February 2023	
CMP Update/Annual Report	June 2023	
CMP Major Update (Consultant scope of services in Appendix F.)	June 2024	

Task 3.4 Congestion Management Process (CMP) Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$10,000	\$0	\$0	\$0	\$10,000
	Subtotal:	\$10,000	\$0	\$0	\$0	\$10,000
B. Contract/Consultant Services:						
	SECMAPP	\$50,000	\$0	\$0	\$0	\$50,000
	Subtotal:	\$50,000	\$0	\$0	\$0	\$50,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$60,000	\$0	\$0	\$0	\$60,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.4 Congestion Management Process (CMP) Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU ¹	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$35,000	\$5,000	\$0	\$0	\$40,000
	Subtotal:	\$35,000	\$5,000	\$0	\$0	\$40,000
B. Contract/Consultant Services:						
	CMP Major Update	\$0	\$80,000	\$0	\$0	\$80,000
	Subtotal:	\$0	\$80,000	\$0	\$0	\$80,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$35,000	\$85,000	\$0	\$0	\$120,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.5 Bicycle-Pedestrian/Complete Streets Planning		
Purpose:		
To review, update, and implement the St. Lucie Walk-Bike Network, build upon previous complete streets planning efforts, and continue the ongoing planning and coordinating efforts which support the provision of bicycle, pedestrian, and greenway facilities.		
Previous Work:		
<p>The TPO maintained and updated the inventory of bicycle and pedestrian facilities, known as the St. Lucie Walk-Bike Network, and performed activities as needed in support of its implementation. Through the St. Lucie Walk-Bike Network, TPO staff continued to coordinate with the local governments, the St. Lucie School District, FDOT, Florida Department of Environmental Protection Office of Greenways and Trails, and the East Coast Greenway Alliance regarding bicycle/pedestrian/greenway issues and the planning, prioritizing, funding, and implementation of bicycle/pedestrian/greenway facilities. Coordination of complete streets planning activities also occurred through the BPAC, TAC, and CAC. Potential bicycle/pedestrian/greenway and complete streets projects were identified for funding and considered for prioritization in the TPO’s LOPP.</p> <p>Programmed projects reviewed through the Electronic Review Comments (ERC) system were evaluated by the TPO based on bicycle and pedestrian-friendliness.</p> <p>The St. Lucie Walk-Bike Network was updated.</p> <p>The TPO continued to develop plans and implement projects to address specific gaps or obstacles impeding the extension of the East Coast Greenway and the Florida SUN Trail through the St. Lucie TPO area.</p> <p>The construction of the I-95 Jobs Express Terminal was completed, and BPAC members identified the need for the installation of bicycle lockers at the facility. Previous work conducted by the TPO such as the Bicycle Rack Plan identified the need for the installation of other active/nonmotorized transportation infrastructure such as bicycle racks. The St. Lucie Walk-Bike Network Facility Enhancements were purchased by the TPO for installation by the local agencies.</p>		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • Local coordination/support and project review and prioritization including assisting agencies with sidewalk inventories, gap studies, etc. to support their compliance with ADA requirements • East Coast Greenway (ECG)/Florida SUN Trail coordination and implementation 		
End Product:	Completion Date:	Performed by:
SUN Trail Network Port of Ft Pierce Overpass Connector Feasibility Study	June 2023	St. Lucie TPO

Task 3.5 Bicycle-Pedestrian/Complete Streets Planning Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	State (SUN Trail)	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$20,000	\$0	\$30,000	\$0	\$50,000
	Subtotal:	\$20,000	\$0	\$30,000	\$0	\$50,000
B. Contract/Consultant Services:						
	SUN Trail Network Port of Ft Pierce Overpass Connector Feasibility Study	\$0	\$0	\$220,000	\$0	\$220,000
	Subtotal:	\$0	\$0	\$220,000	\$0	\$220,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$20,000	\$0	\$250,000	\$0	\$270,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.5 Bicycle-Pedestrian/Complete Streets Planning Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	State (SUN Trail)	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$30,000	\$0	\$0	\$0	\$30,000
	Subtotal:	\$30,000	\$0	\$0	\$0	\$30,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$30,000	\$0	\$0	\$0	\$30,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.6 Freight Planning		
Purpose:		
To continue promoting the St. Lucie TPO area as the freight gateway to South Florida while enhancing the initiatives of agency partners in support of the important freight facilities of regional and Statewide significance located within the St. Lucie TPO area.		
Previous Work:		
<p>The TPO continued to implement the Treasure Coast Regional Freight Plan that was developed as part of the 2040 RL RTP development with the Martin and Indian River MPOs.</p> <p>The TPO continued to work with FDOT to acquire data and enhance the regional freight model to specifically evaluate transportation investments and their benefits with regard to freight mobility.</p> <p>The TPO initiated Phase I of the Drone Port/Advanced Air Mobility (AAM) Study to overview the current state of the AAM industry with key considerations for integration for the TPO area and to prepare next steps for the Phase II of the Study.</p> <p>The TPO continued to participate in the MPOAC Freight Advisory Committee.</p> <p>The TPO participated in the development of the Port of Fort Pierce Master Plan.</p> <p>The TPO continued to implement the St. Lucie Freight Network and identify and analyze operational improvements to the freight network through the implementation of the St. Lucie ATMS.</p>		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • Implement the Treasure Coast Regional Freight Plan and other regional plans • Implement the Port of Fort Pierce Master Plan and other local plans • Maintain liaison with various agency staff • Monitor and update the St. Lucie Freight Network • Support continued implementation of the St. Lucie Freight Logistics Zone • Attend various freight coordination meetings 		
End Product:	Completion Date:	Performed by:
Update St. Lucie Freight Network	June 2023	St. Lucie TPO
Advanced Air Mobility Study, Phase II (Consultant scope of services in Appendix F.)	June 2024	

Task 3.6 Freight Planning Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$10,000	\$0	\$0	\$0	\$10,000
	Subtotal:	\$10,000	\$0	\$0	\$0	\$10,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$10,000	\$0	\$0	\$0	\$10,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.6 Freight Planning Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$25,000	\$0	\$0	\$0	\$25,000
	Subtotal:	\$25,000	\$0	\$0	\$0	\$25,000
B. Contract/Consultant Services:						
	Advanced Air Mobility Study, Phase II	\$100,000	\$0	\$0	\$0	\$100,000
	Subtotal:	\$100,000	\$0	\$0	\$0	\$100,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$130,000	\$0	\$0	\$0	\$130,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.7 Safety and Security Planning

Purpose:

To provide for the consideration and implementation of projects, strategies, and services which increase the safety and security of the transportation system and users of the system and maintain the TPO’s Continuity of Operations Plan (COOP).

Previous Work:

The FDOT/University of Florida Signal 4 Analytics Crash Database was used to facilitate safety project identification and analysis. Based on the crash data analyses, educational safety programs were developed and implemented, and potential safety projects were identified for funding and considered for inclusion in the CMP and prioritization in the TPO’s LOPP.

A Speed Kills Analysis was completed which examined the link between vehicle speed and crash risk and severity on the roadway network in the TPO area and identified roadway segments for Spot Speed Studies to improve safety through speed management.

Crosswalk Markings Visibility Study and Crosswalk Markings Study Implementation Plan were completed to improve the visibility of pedestrians at the crosswalk intersections.

An evaluation of adding a bicycle lane as a pilot project to the SR-A1A South Causeway Bridge to improve safety was completed which included extensive traffic analysis and public input activities. The proposed pilot project was entered into the FDOT District 4 Lane Elimination Review and Approval Process, and a permit was obtained from FDOT District 4 for a local agency to implement the pilot project.

The TPO continued to perform a COOP exercises annually. The COOP was updated annually to incorporate improvements as a result of lessons learned from the exercises and to add a section devoted to pandemic procedures.

Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):

- Analysis of the use of automated enforcement of speeding violations
- Identification of low-cost, short-term bicycle/pedestrian safety improvements that might include distribution of reflective items.
- COOP activations, as needed
- CTST Meetings (quarterly)
- Signal 4 Analytics Crash Database Utilization

End Product:	Completion Date:	Performed by: St. Lucie TPO
Spot Speed Studies (Consultant scope of services in Appendix F.)	March 2023	
Automated Speed Enforcement Study (Independent contractor to be used.)	March 2023	
Midway Road Safety Study (Consultant scope of services in Appendix F.)	June 2023	
COOP Exercise and Update	June 2023	
COOP Exercise and Update, if needed	June 2024	

Task 3.7 Safety and Security Planning Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU ¹	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
TPO Staff Salaries, fringe benefits, and other deductions		\$10,000	\$25,000	\$0	\$0	\$35,000
Subtotal:		\$10,000	\$25,000	\$0	\$0	\$35,000
B. Contract/Consultant Services:						
Spot Speed Studies		\$0	\$20,000	\$0	\$0	\$20,000
Automated Speed Enforcement Study		\$10,000	\$0	\$0	\$0	\$10,000
Midway Road Safety Study		\$0	\$50,000	\$0	\$0	\$50,000
Subtotal:		\$10,000	\$70,000	\$0	\$0	\$80,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
Subtotal:		\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
Subtotal:		\$0	\$0	\$0	\$0	\$0
Total:		\$20,000	\$95,000	\$0	\$0	\$115,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.7 Safety and Security Planning Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
TPO Staff Salaries, fringe benefits, and other deductions		\$20,000	\$0	\$0	\$0	\$20,000
Subtotal:		\$20,000	\$0	\$0	\$0	\$20,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
Subtotal:		\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
Subtotal:		\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
Subtotal:		\$0	\$0	\$0	\$0	\$0
Total:		\$20,000	\$0	\$0	\$0	\$20,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.8 Transportation Disadvantaged (TD) Program		
Purpose:		
To provide coordination and planning services for the St. Lucie County TD Program in accordance with Chapter 427 FS, Rule 41-2 FAC, and the Americans with Disabilities Act (ADA) which includes the identification of unmet TD needs.		
Previous Work:		
TPO Staff assisted the CTC in its role of providing safe, coordinated TD services to elderly persons, persons with disabilities, veterans, at-risk children, and economically disadvantaged citizens. TPO staff assisted the CTC in the development of Transportation Disadvantaged Service Plan/Coordinated Plan Annual Updates. Staff assisted in finding alternatives to accommodate unmet local needs.		
TPO staff provided administrative services to the LCB. This included preparation of meeting summaries, agendas, grant applications, progress reports, and other products. Staff also assessed legislatively mandated changes to the state TD program and undertook TD-related activities as necessary to comply with state legislation. The TD program is coordinated with other public transit planning and services, including veteran services, through the LCB and associated work products. TPO staff coordinated with FDOT, the County, and the transit operator and provided technical assistance for the transitioning of non-life sustaining trips from the current demand response program services to fixed or deviated route services.		
The TD Program continued to incorporate Environmental Justice into its mission by identifying and addressing, as appropriate, the effects of programs, policies, and activities on minority and low-income populations. The TPO continued to strive to involve the potentially affected public and to develop partnerships with and enhance the participation by traditionally underserved communities.		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • LCB Meeting Support • LCB Planning Support • CTC Technical Assistance • TD Grant Applications • TD Invoice and Progress Reports 		
End Product:	Completion Date:	Performed by: St. Lucie TPO
TDSP Annual Update	May 2023	
CTC Designation/Re-Designation	July 2023	
TDSP Major Update	December 2023	
2023 CTC Evaluation	June 2023	
2024 CTC Evaluation	June 2024	
LCB Meeting Summaries (Independent contractor services to be used)	After the LCB Meetings	

Task 3.8 Transportation Disadvantaged (TD) Program Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$0	\$0	\$20,942	\$0	\$20,942
	Subtotal:	\$0	\$0	\$20,942	\$0	\$20,942
B. Contract/Consultant Services:						
	LCB Meeting Summaries	\$0	\$0	\$2,000	\$0	\$2,000
	Subtotal:	\$0	\$0	\$2,000	\$0	\$2,000
C. Travel:						
	Travel Expenses	\$0	\$0	\$800	\$0	\$800
	Subtotal:	\$0	\$0	\$800	\$0	\$800
D. Direct Expenses:						
	Advertising	\$0	\$0	\$1,260	\$0	\$1,260
	General & Administrative Charges	\$0	\$0	\$1,340	\$0	\$1,340
	Training & Seminar	\$0	\$0	\$300	\$0	\$300
	Postage	\$0	\$0	\$15	\$0	\$15
	Subtotal:	\$0	\$0	\$2,915	\$0	\$2,915
	Total:	\$0	\$0	\$26,657	\$0	\$26,657

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.8 Transportation Disadvantaged (TD) Program Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$0	\$0	\$20,942	\$0	\$20,942
	Subtotal:	\$0	\$0	\$20,942	\$0	\$20,942
B. Contract/Consultant Services:						
	LCB Meeting Summaries	\$0	\$0	\$2,000	\$0	\$2,000
	Subtotal:	\$0	\$0	\$2,000	\$0	\$2,000
C. Travel:						
	Travel Expenses	\$0	\$0	\$800	\$0	\$800
	Subtotal:	\$0	\$0	\$800	\$0	\$800
D. Direct Expenses:						
	Advertising	\$0	\$0	\$1,260	\$0	\$1,260
	General & Administrative Charges	\$0	\$0	\$1,340	\$0	\$1,340
	Training & Seminar	\$0	\$0	\$300	\$0	\$300
	Postage	\$0	\$0	\$15	\$0	\$15
	Subtotal:	\$0	\$0	\$2,915	\$0	\$2,915
	Total:	\$0	\$0	\$26,657	\$0	\$26,657

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.9 Environmental Planning		
Purpose:		
To continue the integration of environmental considerations into the TPO’s metropolitan planning program		
Previous Work:		
<p>The SmartMoves 2045 LRTP incorporates environmental mitigation strategies from a system-wide perspective and considers environmental mitigation strategies in consultation with State, Tribal, and local agencies. The TPO continued to link planning with the National Environmental Policy Act (NEPA). A base map of environmentally sensitive areas was updated in the SmartMoves 2045 LRTP which identifies environmental features such as major hydrology, environmental lands, and Special Emphasis Areas identified by local stakeholders such as the St. Lucie Conservation Alliance and the St. Lucie County Environmental Management Department.</p> <p>As a member of the St. Lucie County Resilience Planning Steering Committee, and the TPO has been working collaboratively with the County Environmental Resources Department staff during the development of the St. Lucie County Vulnerability Assessment Report and the Regional Resilience Plan.</p> <p>As a member of the Environmental Technical Advisory Team (ETAT), the TPO participated in the FDOT Efficient Transportation Decision Making (ETDM) process to further integrate consideration of potential project effects on the cultural, socio-cultural, and natural environments into transportation decision-making and continue early coordination with resource agencies in addressing mitigation activities. The TPO participated in the phases for its Priority Projects where the environmental mitigation activities were further refined.</p> <p>The TPO supported the establishment of the Florida Ecological Greenways Network (FEGN) which prioritizes a functionally connected statewide network of public and private conservation lands to conserve and maintain ecological greenway connectivity and protect, connect, and conserve Florida’s native wildlife and natural systems.</p> <p>As extreme weather and changes in environmental conditions continue to present significant and growing risks to the nation’s vital transportation systems, the TPO performed a Transportation Asset/Service Vulnerability Assessment Update to integrate the environmental considerations into the TPO’s metropolitan planning program.</p>		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • Participate as ETAT member in ETDM Planning and Programming Screens • Coordinate with State and local agencies to address climate change and to improve the climate adaptation/resiliency and reduce natural disaster risk • Coordinate with State and local agencies responsible for natural resources, environmental protection, conservation, and historic preservation • Integrate FEGN, CCB, and State Wildlife Action Plan into transportation plans 		
End Product:	Completion Date:	Performed by: St. Lucie TPO
Carbon Reduction Strategy (Consultant scope of services in Appendix F.)	February 2023	
Transportation Asset/Service Vulnerability Assessment Update	June 2024	

Task 3.9 Environmental Planning Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$16,000	\$0	\$0	\$0	\$16,000
	Subtotal:	\$16,000	\$0	\$0	\$0	\$16,000
B. Contract/Consultant Services:						
	Carbon Reduction Strategy	\$61,000	\$0	\$0	\$0	\$61,000
	Subtotal:	\$61,000	\$0	\$0	\$0	\$61,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Indirect Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$77,000	\$0	\$0	\$0	\$77,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.9 Environmental Planning Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$15,000	\$0	\$0	\$0	\$15,000
	Subtotal:	\$15,000	\$0	\$0	\$0	\$15,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Indirect Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$15,000	\$0	\$0	\$0	\$15,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.10 Automated/Connected/Electric/Shared-Use (ACES) Vehicles Planning		
Purpose:		
To plan and support innovative technologies and business practices with regard to ACES vehicles and determine how best to address the challenges and opportunities presented by ACES vehicles		
Previous Work:		
<p>Technological advancements in transportation have the potential to transform the urban landscape. Automated vehicles, once thought to be futuristic, are being tested on public roadways. Shared mobility providers, the transit industry, and the freight industry are expected to be early adopters of advanced technologies. Adopting and supporting innovative technologies and business practices supports the Florida Transportation Plan and the federal planning factors and goals found in the Federal requirements and BIL.</p> <p>Though there is a great deal of speculation and uncertainty about the potential impacts advanced technologies will have, MPOs need to determine how best to address the challenges and opportunities presented to them by ACES vehicles.</p> <p>To inform the transit provider’s strategic plans, the ACES Vehicles for Transit Study was updated. This study set forth a framework for the electrification of the transit provider’s public transportation fleet.</p> <p>The TPO Board accepted the Electric Vehicle Charging Station Plan which developed criteria for siting electric vehicle charging stations and selected appropriate locations based on the criteria.</p>		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • Participate in training activities regarding advanced transportation technologies • Attend/host local stakeholder meetings related to ACES • Electric Vehicle Charging Station Plan Update: an update of the plan to incorporate Level 3 supercharging station infrastructure throughout the TPO area. 		
End Product:	Completion Date:	Performed by: St. Lucie TPO
Electric Vehicle Charging Station Plan Update	December 2022	
Sustainable Transportation Plan (Consultant scope of services in Appendix F.)	June 2023	

Task 3.10 ACES Vehicles Planning Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU ¹	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$10,000	\$30,000	\$0	\$0	\$40,000
	Subtotal:	\$10,000	\$30,000	\$0	\$0	\$40,000
B. Contract/Consultant Services:						
	Sustainable Transportation Plan	\$0	\$40,000	\$0	\$0	\$40,000
	Subtotal:	\$0	\$40,000	\$0	\$0	\$40,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$10,000	\$70,000	\$0	\$0	\$80,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 3.10 ACES Vehicles Planning Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$20,000	\$0	\$0	\$0	\$20,000
	Subtotal:	\$20,000	\$0	\$0	\$0	\$20,000
B. Contract/Consultant Services:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$20,000	\$0	\$0	\$0	\$20,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

ELEMENT 4: REGIONAL AND INTERGOVERNMENTAL PLANNING AND COORDINATION

Element 4 includes the planning and coordination activities with other MPOs, State and Federal agencies, the TCRPC, and local agencies and governments that are not readily classified within the other elements. Specific work tasks are listed below and described on the following pages.

Task 4.1 Models of Regional Planning Cooperation

Task 4.2 Intergovernmental Planning and Coordination

Task 4.1 Models of Regional Planning Cooperation

Purpose:

To continue as a model of regional planning cooperation and to coordinate with Federal, State, and other public agencies which are not considered to be local agencies or governments (such as other MPOs, FDOT, and the TCRPC) on projects and activities that are not identified within specific tasks in the other elements of the UPWP while participating in activities of the Treasure Coast Transportation Council (TCTC).

Previous Work:

TPO staff continued to coordinate with the FDOT, TCRPC, Martin and Indian River MPO staffs and coordinated with various non-local governmental and public agencies on regional transportation projects and activities including the implementation of the Treasure Coast Transportation Systems Management and Operations (TSM&O) Master Plan and participation in the Treasure Coast Traffic Management Coalition. To accomplish this task, TPO staff attended meetings; reviewed plans, reports, and other documents; provided data, information, comments, and recommendations; and facilitated presentations to the TPO Board and advisory committees on behalf of the agencies, as appropriate.

The TPO shared resources to implement regional public outreach, data collection, and other common tasks.

The 2040 Treasure Coast Regional Long Range Transportation Plan (RLRTP) continued to be implemented and provided regional projects for which local agency applications were supported for Transportation Regional Incentive Program (TRIP) funding through the TCTC. In addition, the TPO continued to participate in other miscellaneous regional planning and coordination meetings including the Treasure Coast Technical Advisory Committee (TCTAC), the formal technical advisory committee to the TCTC.

The TPO staff provided meeting schedules, agendas, minutes, packets, notices, and other staff support, as necessary, for meetings of the TCTC and the TCTAC.

Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):

- Complete and implement local and regional plans including the 2040 RLRTP and the Treasure Coast Freight Plan
- 2040 RLRTP amendments until the 2045 RLRTP is completed
- Maintain liaison with various regional agency staff
- Coordinate with rural governmental entities outside of the current MPA boundaries that are impacted by transportation movements between regions
- Support local agency applications for TRIP grant funding
- Support and participate in TCTAC and TCTC and other regional meetings
- Prepare regional meeting agendas, minutes, packets, etc.

End Product:	Completion Date:	Performed by:
Through the TCTC, develop a 2045 RLRTP Update. ¹ (Consultant scope of services in Appendix F.)	June 2023	St. Lucie TPO Martin MPO Indian River MPO

¹One-Time Cost Sharing for Treasure Coast Memorandum of Understanding (MOU) (funds to Martin MPO) for Regional Planning Activities (2045 RLRTP Update). MOU Participant Members: Martin MPO, St. Lucie TPO, and Indian River County MPO. **MOU is included in Appendix F.**

Task 4.1 Models of Regional Planning Cooperation Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
TPO Staff Salaries, fringe benefits, and other deductions		\$10,000	\$0	\$0	\$0	\$10,000
Subtotal:		\$10,000	\$0	\$0	\$0	\$10,000
B. Contract/Consultant Services:						
2045 RL RTP-Transfer to Martin MPO (see below Detailed Breakdown)		\$20,000	\$0	\$0	\$0	\$20,000
Subtotal:		\$20,000	\$0	\$0	\$0	\$20,000
Total:		\$30,000	\$0	\$0	\$0	\$30,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 4.1 Models of Regional Planning Cooperation Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
TPO Staff Salaries, fringe benefits, and other deductions		\$20,000	\$0	\$0	\$0	\$20,000
Subtotal:		\$20,000	\$0	\$0	\$0	\$20,000
Total:		\$20,000	\$0	\$0	\$0	\$20,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 4.1 Regional Activities Detailed Breakdown for FY 2022/23				
Funding Source:			FHWA	Total
Source Level/Grant:			PL ¹	
Contract Number:				
2045 RL RTP:				
Agency		Transfer From	Amounts	
Martin MPO (Lead Agency)		No	\$20,000	\$20,000
Indian River MPO (Contributing Agency)		Yes	\$20,000	\$20,000
St. Lucie TPO (Contributing Agency)		Yes	\$20,000	\$20,000
Subtotal:			\$60,000	\$60,000
Total			\$60,000	\$60,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 4.2 Intergovernmental Planning and Coordination		
Purpose:		
To coordinate with local agencies and governments on projects and activities that are not identified within specific tasks in other elements of the UPWP.		
Previous Work:		
<p>TPO staff coordinated with various local agencies and governments on transportation projects and activities affecting the MPA. The planning and coordination activities included attending meetings; reviewing plans, reports, and other documents; and providing data, information, comments, and recommendations.</p> <p>TPO staff reviewed and commented on various land use amendments and development plans for local governments in the MPA. The TCRPM continued to be utilized to assist in the analysis of transportation issues.</p> <p>The TPO participated in the completion of the Treasure Coast International Airport Connector Study.</p> <p>TPO staff also provided technical support to the local agencies and governments in the completion of transportation improvement grant applications.</p> <p>To promote consistency among local plans and ensure appropriate improvements from development, the TPO identified projects based on its TIP, LOPP, and FDOT’s Work Program to be included in Capital Improvement Elements of local government comprehensive plans.</p> <p>The TPO conducted reviews of local projects from a traffic and transportation perspective to evaluate consistency with regional and long range plans. The TPO also reviewed relevant plans regarding airport and port planning activities in relation to TPO planning and programming activities.</p> <p>TPO staff facilitated the program for the Treasure Coast Scenic Highway (TCSH), which traverses the St. Lucie TPO MPA, to enhance and protect the corridor resources and facilities.</p>		
Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):		
<ul style="list-style-type: none"> • Treasure Coast Scenic Highway (TCSHP) program implementation and support • TCSHP Website/social media management (independent contractor to be used) • Attend/host intergovernmental meetings • Review plans, reports, and other documents. • Provide data, information, comments, and recommendations. • Prepare meeting agendas, minutes, packets, etc. • Provide transportation grant support • Serve as a resource for information and technical assistance in local government compliance with ADA 		
End Product:	Completion Date:	Performed by: St. Lucie TPO
2022 TCSHP Annual Report	February 2023	
2023 TCSHP Annual Report	February 2024	

Task 4.2 Intergovernmental Planning and Coordination Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$10,000	\$0	\$0	\$0	\$10,000
	Subtotal:	\$10,000	\$0	\$0	\$0	\$10,000
B. Contract/Consultant Services:						
	TCSHP Website/social media management	\$10,000	\$0	\$0	\$0	\$10,000
	Subtotal:	\$10,000	\$0	\$0	\$0	\$10,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$20,000	\$0	\$0	\$0	\$20,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 4.2 Intergovernmental Planning and Coordination Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$20,000	\$0	\$0	\$0	\$20,000
	Subtotal:	\$20,000	\$0	\$0	\$0	\$20,000
B. Contract/Consultant Services:						
	TCSHP Website/social media management	\$10,000	\$0	\$0	\$0	\$10,000
	Subtotal:	\$10,000	\$0	\$0	\$0	\$10,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$30,000	\$0	\$0	\$0	\$30,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

ELEMENT 5: PUBLIC PARTICIPATION, EDUCATION & OUTREACH

Element 5 includes the activities conducted to ensure continuing, comprehensive, and cooperative public involvement in the transportation planning process. Providing the public with educational opportunities is intended to enhance and strengthen the level of public participation which is consistent with the UPWP Planning Priorities and the Federal Planning Factors. Specific work tasks are listed below and described on the following pages.

Task 5.1 Public Participation, Education & Outreach

Task 5.1 Public Participation, Education & Outreach

Purpose:

To ensure that the TPO’s public involvement process meets or exceeds Federal and State regulations and provides opportunities for the public to participate in the transportation planning process.

Previous Work:

The TPO continued to enhance its public participation activities. Techniques included the use of the TPO website, visualization techniques, press releases, public access TV broadcasts, social media, and smartphone applications; the provision of graphic presentations at meetings; the provision of access for persons with disabilities to all meetings; and the availability of alternative language translations to facilitate the participation of non-English speaking populations in the public participation process. All TPO meetings continued to be open to the public and conducted in geographically diverse locations including outside of typical governmental administration buildings to enhance public attendance. Staff maintained Community Profiles which provide demographic analysis and identify trends at neighborhood levels. Public comment periods for work products were maintained, and TPO staff continued to respond to routine inquiries from the public. Annual Evaluations of Effectiveness of the Public Participation Plan were conducted.

The TPO continued to strive to involve the potentially affected public and enhance the participation by traditionally underserved communities. Achieving environmental justice in the planning process continued to be part of the TPO mission by identifying and addressing, as appropriate, the effects of programs, policies, and activities on minority and low income populations. The TPO annually reviewed its Title VI program and complied with all Title VI and environmental justice requirements. The TPO Board adopted a major update of the Title VI Plan.

The TPO website was continuously updated to enhance user-friendliness and visualization and was instrumental in facilitating public input on the development of the UPWP, PPP, and other projects.

TPO staff provided support to the CAC and BPAC. Regular meetings of the CAC, TAC, BPAC, LCB, TCCME, and TPO Board were conducted which were open to the public.

Major Activities (performed continuously by the St. Lucie TPO unless otherwise noted):

- Implementation of the PPP
- CAC/BPAC meetings and support
- Website/social media management **(independent contractor to be used)**
- Title VI and environmental justice compliance
- Community Profiles Update (as described in Task 2.2)

End Product:	Completion Date:	Performed by: St. Lucie TPO
Annual PPP Evaluation of Effectiveness and Update	February 2023	
Title VI Plan Major Update	October 2023	
Annual PPP Evaluation of Effectiveness and Update	February 2024	
CAC/BPAC Meeting Summaries (Independent contractor to be used)	After the CAC/BPAC Meetings	

Task 5.1 Public Participation, Education & Outreach Estimated Budget Detail for FY 2022/23						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$15,000	\$0	\$0	\$0	\$15,000
	Subtotal:	\$15,000	\$0	\$0	\$0	\$15,000
B. Contract/Consultant Services:						
	Website/social media management, CAC/BPAC Meeting Summaries	\$50,000	\$0	\$0	\$0	\$50,000
	Subtotal:	\$50,000	\$0	\$0	\$0	\$50,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$65,000	\$0	\$0	\$0	\$65,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

Task 5.1 Public Participation, Education & Outreach Estimated Budget Detail for FY 2023/24						
Budget Category	Budget Category Description	PL ¹	SU	FCTD	TPO Local	Total
Contract Number:						
A. Personnel Services:						
	TPO Staff Salaries, fringe benefits, and other deductions	\$30,000	\$0	\$0	\$0	\$30,000
	Subtotal:	\$30,000	\$0	\$0	\$0	\$30,000
B. Contract/Consultant Services:						
	Website/social media management, CAC/BPAC Meeting Summaries	\$50,000	\$0	\$0	\$0	\$50,000
	Subtotal:	\$50,000	\$0	\$0	\$0	\$50,000
C. Travel:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
D. Other Direct Expenses:						
		\$0	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0	\$0
	Total:	\$80,000	\$0	\$0	\$0	\$80,000

¹Federal funds are soft matched by the FDOT non-cash match explained on page 3.

IV. SUMMARY BUDGET TABLES

TABLE 1 Work Task Summary

The following table summarizes the end products, target dates, and budget for each UPWP element and work task:

Element	Task	End Products	Completion Dates	FY 2022/23 Budget	FY 2023/24 Budget
1. Program Administration	1.1 Program Management	2023 Legislative Priorities (uses local funds only)	December 2022	\$384,610	\$376,664
		2024 Legislative Priorities (use local funds only)	October 2023		
		2023 Annual Joint Certification Review	May 2022		
		2024 Annual Joint Certification Review	May 2023		
	1.2 UPWP Development	FY 2024/25 – FY 2025/26 UPWP Kickoff Meeting	January 2024	\$3,000	\$20,000
		Review by Advisory Committees & Board	March/April 2024		
		Transmittal to FDOT	March 2024		
		Public Comment Period	March/April 2024		
		Adoption by Board	April 2024		
		Transmittal to FHWA & FTA	May 2024		
UPWP Amendments	As needed				
2. Modeling, GIS, Data Management, and Performance Measurement	2.1 Travel Demand Modeling	TCRPM 2045 TAZ and Model Updates	June 2023	\$70,000	\$30,000
		TCRPM5 Application and Support	Ongoing		
		TCRPM6 Development and Support	TBD		
		Participation in MTF and regional modeling activities	Ongoing		
	2.2 GIS And Data Management	Community Profile Updates	December 2023	\$15,000	\$20,000
	2.3 Traffic Count Program Management	2023 Traffic Count and LOS Report	June 2023	\$80,000	\$80,000
		2024 Traffic Count and LOS Report	June 2024		
	2.4 Performance Measurement and Target Setting	Set 2023 Performance Targets and Report to FDOT	February 2023	\$10,000	\$15,000
Set 2024 Performance Targets and Report to FDOT		February 2024			
3. Recurring and Systems and Project Planning	3.1 Long Range Transportation Planning	TIP/LRTP Performance Report 2023	June 2023	\$570,000 \$630,000	\$20,000
		TIP/LRTP Performance Report 2024	June 2024		
		Airport Connector Corridor Alignment Study	June 2024		
	3.2 Transit Planning	Transit Center Visioning Workshop	December 2022	\$175,541 \$471,724	\$260,000
		Fort Pierce Passenger Rail Station Planning	June 2024		
		TDP Annual Progress Report	September 2022		
		TDP Annual Progress Report	September 2023		
	3.3 Transportation Improvement Program (TIP)	TDP Major Update	June 2024	\$30,000	\$45,000
		Submittal of 2022/23 LOPP to FDOT	August 2022		
		Review/Endorsement of FDOT's Five-Year Work Program	December 2022		
		FY 2023/24 – FY 2027/28 TIP Adoption & Interactive TIP Update	June 2023		
		Annual Publication of Obligated Federal Projects	June 2023		
		Submittal of 2023/24 LOPP to FDOT	June 2023		
		Review/Endorsement of FDOT's Five-Year Work Program	October 2023		
	3.4 Congestion Management Process (CMP)	FY 2024/25 – FY 2028/29 TIP Adoption & Interactive TIP Update	June 2024	\$60,000	\$120,000
		Annual Publication of Obligated Federal Projects	June 2024		
Special Events Congestion Management and Parking Plan (SECMAPP)		February 2023			
CMP Update/Annual Report	June 2023				
CMP Major Update	June 2024				

Element	Task	End Products	Completion Dates	FY 2022/23 Budget	FY 2023/24 Budget
3. Recurring and Systems and Project Planning (continued)	3.5 Bicycle-Pedestrian/Complete Streets Planning	SUN Trail Network Port of Ft Pierce Overpass Connector Feasibility Study	June 2023	\$270,000	\$30,000
	3.6 Freight Planning	Update St. Lucie Freight Network	June 2023	\$10,000	\$130,000
		Advanced Air Mobility Study, Phase II	June 2024		
	3.7 Safety and Security Planning	Spot Speed Studies	March 2023	\$115,000	\$20,000
		Automated Speed Enforcement Study	March 2023		
		Midway Road Safety Study	June 2023		
		COOP Exercise and Update	June 2023		
		COOP Exercise and Update, if needed	June 2024		
	3.8 Transportation Disadvantaged (TD) Program	TDSP Annual Update	May 2023	\$26,657	\$26,657
		CTC Designation/Re-Designation	July 2023		
		TDSP Major Update	December 2023		
		2023 CTC Evaluation	June 2023		
		2024 CTC Evaluation	June 2024		
	3.9 Environmental Planning	LCB Meeting Summaries	After the LCB Meetings	\$77,000	\$15,000
Carbon Reduction Strategy		February 2023			
3.10 ACES Vehicles Planning	Transportation Asset/Service Vulnerability Assessment Update	June 2024	\$80,000	\$20,000	
	Electric Vehicle Charging Station Plan Update	December 2022			
		Sustainable Transportation Plan	June 2023		
4. Regional and Intergovernmental Planning and Coordination	4.1 Models of Regional Planning Cooperation	Develop the 2045 Treasure Coast RL RTP	June 2023	\$30,000	\$20,000
	4.2 Intergovernmental Planning and Coordination	2022 TCSHP Annual Report	February 2023	\$20,000	\$30,000
2023 TCSHP Annual Report		February 2024			
5. Public Participation, Education & Outreach	5.1 Public Participation, Education & Outreach	Annual PPP Evaluation of Effectiveness and Update	February 2023	\$65,000	\$80,000
		Title VI Plan Major Update	October 2023		
		Annual PPP Evaluation of Effectiveness and Update	February 2024		
		CAC/BPAC Meeting Summaries	After the CAC/BPAC Meetings		
				\$2,091,808	\$1,358,321

In addition to identifying planning priorities, elements, and tasks, the UPWP identifies de-obligated funds, carry-forward funds, close-out balances, fiscal year allocations, available funds, and fiscal year expenses.

De-obligated funds are those funds that were budgeted in the previous UPWP but were not spent and were de-obligated. Carry-forward funds are those funds that were available but were not budgeted in the previous UPWP and, therefore, are accumulated. Close-out balances are those funds that were budgeted in a previous fiscal year but were not spent and were not de-obligated. The de-obligated funds, carry-forward funds, and close-out balances are combined with the fiscal year allocations to determine the available funds for the fiscal year.

FDOT policy limits the PL fund carry-forward to 50 percent of the annual allocation. The following tables summarize the financial information for the two fiscal years of the UPWP:

TABLE 2 Revenues (FY 2022/23)

SOURCE OF FUNDS	PL	SU	GFSU	FTA 5305D	FCTD	Sun Trail	Private Developer	TPO Local	Totals
Carry-Forward (without FY 2020/21 - FY 2021/22 Close-Out Balance)*	\$21,897	\$0	<u>\$0</u>	\$8,492	\$0	\$0	\$0	\$2,000	\$32,389
FY 2021/22 De-obligation	\$0	\$0	<u>\$0</u>	\$0	\$0	\$0	\$0	\$0	\$0
FY 2020/21- FY 2021/22 Close-Out Balance	*	\$0	<u>\$0</u>	\$0	\$0	\$0	\$0	\$0	\$0
FY 2022/23 Allocation	\$859,946	\$400,000	<u>\$356,183</u>	\$107,590	\$26,657	\$250,000	\$560,000	\$0	\$2,204,193
State Match (FDOT D Funds)	**	**	<u>\$0</u>	N/A	N/A	\$0	\$0	\$0	\$0
Local Match (St. Lucie County)	**	**	<u>\$0</u>	N/A	N/A	\$0	\$0	\$0	\$0
Total FY 2022/23 Available	\$881,843	\$400,000	<u>\$356,183</u>	\$116,082	\$26,657	\$250,000	\$560,000	\$2,000	<u>\$2,236,582</u> <u>\$2,592,765</u>
FY 2022/23 UPWP Expenses	\$737,069	\$400,000	<u>\$356,183</u>	\$116,082	\$26,657	\$250,000	\$560,000	\$2,000	<u>\$2,091,808</u> <u>\$2,447,991</u>

Notes

- * The Close-Out Balance applies to PL Funds only, will be determined after FY 2022/23, and will not be available until FY 2023/24.
- ** The Local Match for PL & SU Funds is included in the State Match for PL & SU Funds which is identified on page 3 and is detailed by Task in Tables 4-7.

TABLE 3 Revenues (FY 2023/24)

SOURCE OF FUNDS	PL	SU	FCTD	TPO Local	Totals
Carry-Forward (without FY 2020/21 -FY 2021/22 Close-Out Balance)*	\$144,774	\$0	\$0	\$2,000	\$146,774
FY 2020/21- FY 2021/22 Close-Out Balance	*	\$0	\$0	\$0	\$0
FY 2023/24 Allocation	\$784,890	\$400,000	\$26,657	\$0	\$1,211,547
State Match (FDOT D Funds)	**	**	N/A	\$0	\$0
Local Match (St. Lucie County)	**	**	N/A	\$0	\$0
Total FY 2023/24 Available	\$929,664	\$400,000	\$26,657	\$2,000	\$1,358,321
FY 2023/24 UPWP Expenses	\$929,664	\$400,000	\$26,657	\$2,000	\$1,358,321

Notes

- * The Close-Out Balance is estimated applies to PL Funds only, will be determined after FY 2022/23, and will not be available until FY 2023/24.
- ** The Local Match for PL & SU Funds is included in the State Match for PL & SU Funds which is identified on page 3 and is detailed by Task in Tables 4-7.

TABLE 4 Agency Participation (FY 2022/23)

Task	Federal				State			Local		Total	Amount to Consultant
	PL	FTA 5305D	SU	GFSU	FDOT Soft Match ¹	SUN Trail	FCTD	Private Party	TPO		
Contract Number:		G1477 G2170									
1.1 Program Management	\$337,069	\$45,541	\$0	\$0	\$74,343	\$0	\$0	\$0	\$2,000	\$458,953	\$30,000
1.2 UPWP Development	\$3,000	\$0	\$0	\$0	\$662	\$0	\$0	\$0	\$0	\$3,662	\$0
2.1 Travel Demand Modeling	\$10,000	\$0	\$60,000	\$0	\$15,439	\$0	\$0	\$0	\$0	\$85,439	\$50,000
2.2 GIS and Data Management	\$15,000	\$0	\$0	\$0	\$3,308	\$0	\$0	\$0	\$0	\$18,308	\$0
2.3 Traffic Count Program Management	\$0	\$0	\$80,000	\$0	\$17,644	\$0	\$0	\$0	\$0	\$97,644	\$45,000
2.4 Performance Measurement and Target Setting	\$10,000	\$0	\$0	\$0	\$2,206	\$0	\$0	\$0	\$0	\$12,206	\$0
3.1 Long Range Transportation Planning	\$10,000	\$0	\$0 \$60,000	\$0	\$2,206 \$15,439	\$0	\$0	\$560,000	\$0	\$572,206 \$645,439	\$500,000 \$560,000
3.2 Transit Planning	\$10,000	\$70,541	\$95,000 \$35,000	\$356,183	\$23,158 \$9,925	\$0	\$0	\$0	\$0	\$198,699 \$481,649	\$60,000 \$356,183
3.3 Transportation Improvement Program (TIP)	\$30,000	\$0	\$0	\$0	\$6,617	\$0	\$0	\$0	\$0	\$36,617	\$10,000
3.4 Congestion Management Process (CMP)	\$60,000	\$0	\$0	\$0	\$13,233	\$0	\$0	\$0	\$0	\$73,233	\$50,000
3.5 Bike Complete Streets Planning	\$20,000	\$0	\$0	\$0	\$4,411	\$250,000	\$0	\$0	\$0	\$274,411	\$220,000
3.6 Freight Planning	\$10,000	\$0	\$0	\$0	\$2,206	\$0	\$0	\$0	\$0	\$12,206	\$0
3.7 Safety and Security Planning	\$20,000	\$0	\$95,000	\$0	\$25,364	\$0	\$0	\$0	\$0	\$140,364	\$80,000
3.8 Transportation Disadvantaged Program	\$0	\$0	\$0	\$0	\$0	\$0	\$26,657	\$0	\$0	\$26,657	\$2,000
3.9 Environmental Planning	\$77,000	\$0	\$0	\$0	\$16,983	\$0	\$0	\$0	\$0	\$93,983	\$61,000
3.10 ACES Vehicles Planning	\$10,000	\$0	\$70,000	\$0	\$17,644	\$0	\$0	\$0	\$0	\$97,644	\$40,000
4.1 Models of Regional Planning Cooperation	\$30,000	\$0	\$0	\$0	\$6,617	\$0	\$0	\$0	\$0	\$36,617	\$20,000
4.2 Intergovernmental Planning and Coordination	\$20,000	\$0	\$0	\$0	\$4,411	\$0	\$0	\$0	\$0	\$24,411	\$10,000
5.1 Public Participation, Education & Outreach	\$65,000	\$0	\$0	\$0	\$14,336	\$0	\$0	\$0	\$0	\$79,336	\$50,000
Total	\$737,069	\$116,082	\$400,000	\$356,183	\$250,788	\$250,000	\$26,657	\$560,000	\$2,000	\$2,342,595 \$2,698,779	\$1,228,000 \$1,584,183

¹FDOT non-cash match explained on page 3. There is no non-cash match required for GFSU Funding.

TABLE 5 Agency Participation (FY 2023/24)

Task	Federal		State		Local	Total	Amount to Consultant
	PL	SU	FDOT Soft Match ¹	FCTD	TPO		
Contract Number:							
1.1 Program Management	\$374,664	\$0	\$82,634	\$0	\$2,000	\$459,298	\$30,000
1.2 UPWP Development	\$20,000	\$0	\$4,411	\$0	\$0	\$24,411	\$0
2.1 Travel Demand Modeling	\$30,000	\$0	\$6,617	\$0	\$0	\$36,617	\$0
2.2 GIS and Data Management	\$20,000	\$0	\$4,411	\$0	\$0	\$24,411	\$0
2.3 Traffic Count Program Management	\$0	\$80,000	\$17,644	\$0	\$0	\$97,644	\$45,000
2.4 Performance Measurement and Target Setting	\$15,000	\$0	\$3,308	\$0	\$0	\$18,308	\$0
3.1 Long Range Transportation Planning	\$20,000	\$0	\$4,411	\$0	\$0	\$24,411	\$0
3.2 Transit Planning	\$25,000	\$235,000	\$57,345	\$0	\$0	\$317,345	\$150,000
3.3 Transportation Improvement Program (TIP)	\$45,000	\$0	\$9,925	\$0	\$0	\$54,925	\$10,000
3.4 Congestion Management Process (CMP)	\$35,000	\$85,000	\$26,467	\$0	\$0	\$146,467	\$80,000
3.5 Bike Complete Streets Planning	\$30,000	\$0	\$36,617	\$0	\$0	\$36,617	\$0
3.6 Freight Planning	\$130,000	\$0	\$28,672	\$0	\$0	\$158,672	\$100,000
3.7 Safety and Security Planning	\$20,000	\$0	\$4,411	\$0	\$0	\$24,411	\$0
3.8 Transportation Disadvantaged (TD) Program	\$0	\$0	\$0	\$26,657	\$0	\$26,657	\$2,000
3.9 Environmental Planning	\$15,000	\$0	\$3,308	\$0	\$0	\$18,308	\$0
3.10 ACES Vehicles Planning	\$20,000	\$0	\$4,411	\$0	\$0	\$24,411	\$0
4.1 Models of Regional Planning Cooperation ²	\$20,000	\$0	\$4,411	\$0	\$0	\$24,411	\$0
4.2 Intergovernmental Planning and Coordination	\$30,000	\$0	\$6,617	\$0	\$0	\$36,617	\$10,000
5.1 Public Participation, Education & Outreach	\$80,000	\$0	\$17,644	\$0	\$0	\$97,644	\$50,000
Total	\$929,664	\$400,000	\$293,265	\$26,657	\$2,000	\$1,651,586	\$477,000

¹FDOT non-cash match explained on page 3

TABLE 6 Funding Sources (FY 2022/23)

Task	PL		FTA 5305D	SU	GFSU	FCTD	SUN Trail	Private Party	TPO Local	Total (minus soft match)	Amount to Consultant
	Federal	State ¹									
Contract Number:			G1477 G2170								
1.1 Program Management	\$337,069	\$74,343	\$45,541	\$0	\$0	\$0	\$0	\$0	\$2,000	\$384,610	\$30,000
1.2 UPWP Development	\$3,000	\$662	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$0
2.1 Travel Demand Modeling	\$10,000	\$15,439	\$0	\$60,000	\$0	\$0	\$0	\$0	\$0	\$70,000	\$50,000
2.2 GIS and Data Management	\$15,000	\$3,308	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000	\$0
2.3 Traffic Count Program Management	\$0	\$17,644	\$0	\$80,000	\$0	\$0	\$0	\$0	\$0	\$80,000	\$45,000
2.4 Performance Measurement and Target Setting	\$10,000	\$2,206	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0
3.1 Long Range Transportation Planning	\$10,000	\$2,206 \$15,439	\$0	\$0 \$60,000	\$0	\$0	\$0	\$560,000	\$0	\$570,000 \$630,000	\$500,000 \$560,000
3.2 Transit Planning	\$10,000	\$23,158 \$9,925	\$70,541	\$95,000 \$35,000	<u>\$356,183</u>	\$0	\$0	\$0	\$0	\$175,541 \$471,724	\$60,000 \$356,183
3.3 Transportation Improvement Program (TIP)	\$30,000	\$6,617	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	\$10,000
3.4 Congestion Management Process (CMP)	\$60,000	\$13,233	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60,000	\$50,000
3.5 Bike Complete Streets Planning	\$20,000	\$4,411	\$0	\$0	\$0	\$0	\$250,000	\$0	\$0	\$270,000	\$220,000
3.6 Freight Planning	\$10,000	\$2,206	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0
3.7 Safety and Security Planning	\$20,000	\$25,364	\$0	\$95,000	\$0	\$0	\$0	\$0	\$0	\$115,000	\$80,000
3.8 Transportation Disadvantaged Program	\$0	\$0	\$0	\$0	\$0	26,657	\$0	\$0	\$0	\$26,657	\$2,000
3.9 Environmental Planning	\$77,000	\$16,983	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$77,000	\$61,000
3.10 ACES Vehicles Planning	\$10,000	\$17,644	\$0	\$70,000	\$0	\$0	\$0	\$0	\$0	\$80,000	\$40,000
4.1 Models of Regional Planning Cooperation	\$30,000	\$6,617	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	\$20,000
4.2 Intergovernmental Planning and Coordination	\$20,000	\$4,411	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	\$10,000
5.1 Public Participation, Education & Outreach	\$65,000	\$14,336	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65,000	\$50,000
Total	\$737,069	\$250,788	\$116,082	\$400,000	<u>\$356,183</u>	\$26,657	\$250,000	\$560,000	\$2,000	\$2,091,808 <u>\$2,447,991</u>	\$1,228,000 <u>\$1,584,183</u>

¹Soft match which is the FDOT non-cash match explained on page 3

TABLE 7 Funding Sources (FY 2023/24)

Task	PL		SU	FCTD	TPO Local	Total (minus soft match)	Amount to Consultant
	Federal	State ¹					
Contract Number:							
1.1 Program Management	\$374,664	\$82,634	\$0	\$0	\$2,000	\$459,298	\$30,000
1.2 UPWP Development	\$20,000	\$4,411	\$0	\$0	\$0	\$20,000	\$0
2.1 Travel Demand Modeling	\$30,000	\$6,617	\$0	\$0	\$0	\$30,000	\$0
2.2 GIS and Data Management	\$20,000	\$4,411	\$0	\$0	\$0	\$20,000	\$0
2.3 Traffic Count Program Management	\$0	\$17,644	\$80,000	\$0	\$0	\$80,000	\$45,000
2.4 Performance Measurement and Target Setting	\$15,000	\$3,308	\$0	\$0	\$0	\$15,000	\$0
3.1 Long Range Transportation Planning	\$20,000	\$4,411	\$0	\$0	\$0	\$20,000	\$0
3.2 Transit Planning	\$25,000	\$57,345	\$235,000	\$0	\$0	\$260,000	\$150,000
3.3 Transportation Improvement Program (TIP)	\$45,000	\$9,925	\$0	\$0	\$0	\$45,000	\$10,000
3.4 Congestion Management Process (CMP)	\$35,000	\$26,467	\$85,000	\$0	\$0	\$120,000	\$80,000
3.5 Bike Complete Streets Planning	\$30,000	\$36,617	\$0	\$0	\$0	\$30,000	\$0
3.6 Freight Planning	\$130,000	\$28,672	\$0	\$0	\$0	\$130,000	\$100,000
3.7 Safety and Security Planning	\$20,000	\$4,411	\$0	\$0	\$0	\$20,000	\$0
3.8 Transportation Disadvantaged (TD) Program	\$0	\$0	\$0	\$26,657	\$0	\$26,657	\$2,000
3.9 Environmental Planning	\$15,000	\$3,308	\$0	\$0	\$0	\$15,000	\$0
3.10 ACES Vehicles Planning	\$20,000	\$4,411	\$0	\$0	\$0	\$20,000	\$0
4.1 Models of Regional Planning Cooperation ³	\$20,000	\$4,411	\$0	\$0	\$0	\$20,000	\$0
4.2 Intergovernmental Planning and Coordination	\$30,000	\$6,617	\$0	\$0	\$0	\$30,000	\$10,000
5.1 Public Participation, Education & Outreach	\$80,000	\$17,644	\$0	\$0	\$0	\$80,000	\$50,000
Total	\$929,664	\$293,265	\$400,000	\$26,657	\$2,000	\$1,358,321	\$477,000

¹Soft match which is the FDOT non-cash match explained on page 3

APPENDIX A
ACRONYM LIST

ACRONYM LIST

<u>Acronym</u>	<u>Full Name</u>
ADA	Americans with Disabilities Act
ATMS	Advanced Transportation Management System
BIL	Bipartisan Infrastructure Law
BOCC	St. Lucie Board of County Commissioners
BPAC	Bicycle-Pedestrian Advisory Committee
CAC	Citizens Advisory Committee
CDMS	Crash Data Management System
CFDA	Catalog of Federal Domestic Assistance
CFR	Code of Federal Regulations
CPG	Consolidated Planning Grant
CMP	Congestion Management Process
CMS	Congestion Management System
CTC	Community Transportation Coordinator
CTST	Community Traffic Safety Team
ECG	East Coast Greenway
EJ	Environmental Justice
ERC	Electronic Review Comments
ETAT	Environmental Technical Advisory Team
ETDM	Efficient Transportation Decision Making
F.A.C.	Florida Administrative Code
FCTD	Florida Commission for the Transportation Disadvantaged
FDEP	Florida Department of Environmental Protection
FDOT	Florida Department of Transportation
FHWA	Federal Highway Administration
F.S.	Florida Statute
FSUTMS	Florida Standard Urban Transportation Model Structure
FTA	Federal Transit Administration
FTP	Florida Transportation Plan
FY	Fiscal Year
GIS	Geographic Information System
GOP	Goal, Objective, and Policy
ITS	Intelligent Transportation System
LCB	Local Coordinating Board for the Transportation Disadvantaged
LEP	Limited English Proficiency
LOPP	List of Priority Projects
LOS	Level of Service
LOSAS	Level of Service Analysis System
L RTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21st Century
MPA	Metropolitan Planning Area
MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organization Advisory Council
PD&E	Project Development & Environment
RFP	Request for Proposal

PPP	Public Participation Plan
P&R	Park & Ride
RLRTP	Regional Long Range Transportation Plan
SIS	Strategic Intermodal System
SR	State Road
STBG/SU	Surface Transportation Block Grant
STIP	State Transportation Improvement Program
TAC	Technical Advisory Committee
TAD	Traffic Analysis District
TAP	Transportation Alternatives Program
TAZ	Traffic Analysis Zone
TCCME	Treasure Coast Corridor Management Entity
TCDMS	Traffic Count Data Management System
TCRPC	Treasure Coast Regional Planning Council
TCRPM	Treasure Coast Regional Planning Model
TCSH	Treasure Coast Scenic Highway
TCTAC	Treasure Coast Technical Advisory Committee
TCTC	Treasure Coast Transportation Council
TCTM	Treasure Coast Transit Meeting
TD	Transportation Disadvantaged
TDM	Travel Demand Management
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TE	Transportation Enhancement
TIP	Transportation Improvement Program
Title VI	Civil Rights/nondiscrimination law
TMA	Transportation Management Area
TPO	Transportation Planning Organization
TRIP	Transportation Regional Incentive Program
UPWP	Unified Planning Work Program
USC	United States Code
US DOT	United States Department of Transportation
UZA	Urbanized Area

APPENDIX B
EXAMPLE PUBLIC COMMENT NOTICE

DRAFT UNIFIED PLANNING WORK PROGRAM (UPWP) PUBLIC REVIEW AND COMMENT OPPORTUNITIES

The St. Lucie Transportation Planning Organization (TPO) is developing its Unified Planning Work Program (UPWP) for Fiscal Year 2022/23 – Fiscal Year 2023/24. The UPWP is the two-year program of transportation planning activities supported by State and Federal funds undertaken by the TPO. The TPO encourages you to review the draft UPWP and to share feedback to ensure that the UPWP reflects the needs of the public to the greatest extent possible.

The TPO has posted the draft UPWP for public review for at least 14 days. The public has until April 6, 2022, to provide comments on the UPWP before it is reviewed for adoption by the TPO Board. As part of the approval process, the TPO will summarize all of the comments submitted during the comment period and the revisions made to the UPWP based on the comments that were received.

To Obtain the Draft UPWP for Review

- 1) Appear in person or write to the St. Lucie TPO at 466 SW Port St. Lucie Boulevard, Suite 111, Port St. Lucie, Florida 34953
- 2) Call 772-462-1593
- 3) Email TPOAdmin@stlucieco.org
- 4) Access the TPO website at www.stlucietpo.org

To Provide Comments on the Draft UPWP

- 1) Write to the St. Lucie TPO at 466 SW Port St. Lucie Boulevard, Suite 111, Port St. Lucie, Florida 34953
- 2) Call 772-462-1593
- 3) Email TPOAdmin@stlucieco.org
- 4) Appear in person at the following upcoming public St. Lucie TPO Board meeting:
April 6, 2022, 2:00 pm
St. Lucie TPO Office
466 SW Port St. Lucie Boulevard, Suite 111, Port St. Lucie, Florida
- 5) Participate in the above-identified meeting online through the following weblink:
<https://attendee.gotowebinar.com/register/8443355819807256844>

For Special Assistance

Persons who require accommodations under the Americans with Disabilities Act (ADA) or who require translation services (free of charge) should contact Marceia Lathou, 772-462-1593, at least five days prior to the meeting. Persons who are hearing or speech impaired may use the Florida Relay System by dialing 711. Anyone with a disability requiring bus service to attend the above-referenced TPO Board meeting should contact Area Regional Transit (ART) at 772-462-1778 at least 48 hours prior to the meeting.

Title VI/Nondiscrimination Statement

The St. Lucie TPO satisfies the requirements of various nondiscrimination laws and regulations including Title VI of the Civil Rights Act of 1964. Public participation is welcomed without regard to race, color, national origin, age, sex, religion, disability, income, or family status. Persons wishing to express their concerns about nondiscrimination should contact Marceia Lathou, Title VI/ADA Coordinator, St. Lucie TPO, at 772-462-1593 or lathoum@stlucieco.org.

Kreyol Ayisyen: Si ou ta renmen resewva enfòmasyon sa a nan lang Kreyòl Ayisyen, tanpri rele nimewo (772) 462-1593.

Español: Si usted desea recibir esta información en Español, por favor llame al 772-462-1593.

APPENDIX C
SUMMARY OF PUBLIC COMMENTS



**FY 2022/23 – 2023/24 Unified Planning Work Program (UPWP)
Summary of Public Comments**

Comment	Commenter	Method/Date Received	Incorporation into Plan/Program/Study
Comment regarding employment transportation and increasing the involvement of the business community	Local Coordinating Board for the Transportation Disadvantaged (LCB) Member	LCB Meeting November 3, 2021	A presentation on employment transportation was made by South Florida Commuter Services during the February 2022 LCB meeting.
Prioritize the Advanced Traffic Management System (ATMS)	Citizens Advisory Committee (CAC) Members	CAC Meeting November 16, 2021	Task 2.2 GIS and Data Management, ITS/St. Lucie ATMS implementation
Update the Electric Vehicle Charging Station Plan	CAC Members	CAC Meeting November 16, 2021	Task 3.10 Automated/Connected/Electric/Shared-Use (ACES) Vehicles Planning, Electric Vehicle Charging Station Plan Update
Prioritize the ATMS and represent local traffic counts graphically using a map	Technical Advisory Committee (TAC) Member	TAC Meeting November 16, 2021	Task 2.2 GIS and Data Management, ITS/St. Lucie ATMS implementation Traffic counts are graphically displayed on the TPO website.
The Transit Management and Operations Center will meet a critical need in St. Lucie County	TPO Board Member	TPO Board Meeting December 1, 2021	Task 3.2 Transit Planning, Transit Center Visioning Workshop
Automated speed enforcement technology has potentially life-saving benefits	TPO Board Member	TPO Board Meeting December 1, 2021	Task 3.7 Safety and Security Planning, Automated Speed Enforcement Study
Local neighborhoods need more sidewalks/multi-use paths, more bike lanes, more frequent bus service, more bus routes/bus stops, less congestion on roadways, and the roads need to be in better condition	Survey Respondent	UPWP in-person survey, December 2021	Task 3.2 Transit Planning Task 3.4 Congestion Management Process Task 3.5 Bicycle-Pedestrian/Complete Streets Planning Task 4.2 Intergovernmental Planning and Coordination

Comment	Commenter	Method/Date Received	Incorporation into Plan/Program/Study
The following UPWP studies/initiatives would be especially useful: the Sustainable Transportation Plan, the Community Profile Update, Transportation Performance Measures 2.0, the Electric Vehicle Charging Station Plan Update, and the Prioritization of the St. Lucie ATMS Master Plan	Survey Respondents	UPWP in-person survey, December 2021	These studies can be found in the following UPWP Tasks: Task 2.2 GIS and Data Management Task 2.4 Performance Measurement and Target Setting Task 3.10 Automated/Connected/Electric/Shared-Use (ACES) Vehicles Planning
A “community clean-up” study should be considered	Survey Respondent	UPWP in-person survey, December 2021	Concern relayed to responsible local agency staff.
Speeding and reckless driving on local roadways need to be addressed	Survey Respondents	UPWP in-person survey, December 2021	Task 3.7 Safety and Security Planning, Spot Speed Studies
Transit is needed to downtown West Palm Beach and the Airport	Survey Respondent	UPWP in-person survey, December 2021	Task 3.2 Transit Planning, Transit Development Plan (TDP) Major Update
There needs to be more bus routes specifically in the Torino Parkway area	Survey Respondent	UPWP in-person survey, December 2021	Task 3.2 Transit Planning, Transit Development Plan (TDP) Major Update
There need to be more lights on County roads in Lakewood Park	Survey Respondent	UPWP in-person survey, December 2021	Concern relayed to responsible local agency staff.
Major roads like Port St. Lucie and St. Lucie West Boulevards have too much traffic	Survey Respondents	UPWP in-person survey, December 2021	Task 2.4 Performance Measurement and Target Setting Task 3.2 Transit Planning Task 3.4 Congestion Management Process (CMP) Task 3.5 Bicycle-Pedestrian/Complete Streets Planning



FY 2022/23 – 2023/24 Unified Planning Work Program (UPWP) Summary of Public Comments

Comment	Commenter	Method/Date Received	Incorporation into Plan/Program/Study
A traffic light is needed in front of the Paula A. Lewis Library	Survey Respondent	UPWP in-person survey, December 2021	Concern relayed to responsible local agency staff.
Gatlin Pines residents have difficulty making a safe left turn onto Port St. Lucie Boulevard from Alexandria Street	Survey Respondent	UPWP in-person survey, December 2021	Concern relayed to responsible local agency staff.
Local neighborhoods need roads in better condition, less roadway congestion, more bike lanes, more frequent bus service, more bus routes, and, especially, more sidewalks/multi-use paths	Survey Respondents	UPWP online survey, December 2021-March 2022	Task 2.4 Performance Measurement and Target Setting Task 3.2 Transit Planning Task 3.4 Congestion Management Process (CMP) Task 3.5 Bicycle-Pedestrian/Complete Streets Planning
The following UPWP studies/initiatives would be especially useful: the Sustainable Transportation Plan, the Electric Vehicle Charging Station Plan Update, and the Prioritization of the St. Lucie ATMS Master Plan	Survey Respondents	UPWP online survey, December 2021-March 2022	These studies can be found in the following UPWP Tasks: Task 2.2 GIS and Data Management, ITS/St. Lucie ATMS implementation Task 3.10 Automated/Connected/Electric/Shared-Use (ACES) Vehicles Planning

Summary Completion Date: March 2022

APPENDIX D
FDOT STATEWIDE PLANNING EMPHASIS AREAS
AND
FDOT DISTRICT 4 PLANNING ACTIVITIES



U.S. Department
of Transportation
**Federal Highway
Administration**

Office of the Administrator

1200 New Jersey Ave., SE
Washington, D.C. 20590

Federal Transit
Administration

December 30, 2021

Attention: FHWA Division Administrators
FTA Regional Administrators

Subject: 2021 Planning Emphasis Areas for use in the development of Metropolitan and Statewide Planning and Research Work programs.

With continued focus on transportation planning the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) Offices of Planning are jointly issuing updated Planning Emphasis Areas (PEAs). The PEAs are areas that FHWA and FTA field offices should emphasize when meeting with the metropolitan planning organizations, State departments of transportation, Public Transportation Agencies, and Federal Land Management Agency counterparts to identify and develop tasks associated with the Unified Planning Work Program and the Statewide Planning and Research Program. We recognize the variability of work program development and update cycles, so we encourage field offices to incorporate these PEAs as programs are updated.

Please note that this letter is intended only to provide clarity regarding existing requirements. It is not binding and does not have the force and effect of law. All relevant statutes and regulations still apply.

Sincerely,

Nuria Fernandez
Administrator
Federal Transit Administration

Stephanie Pollack
Acting Administrator
Federal Highway Administration

Enclosure

2021 Planning Emphasis Areas:

Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future

Federal Highway Administration (FHWA) divisions and Federal Transit Administration (FTA) regional offices should work with State departments of transportation (State DOT), metropolitan planning organizations (MPO), and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. Field offices should encourage State DOTs and MPOs to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users, and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shift to lower emission modes of transportation ; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions. We encourage you to visit FHWA’s [Sustainable Transportation](#) or FTA’s [Transit and Sustainability](#) Webpages for more information.

(See [EO 14008](#) on “Tackling the Climate Crisis at Home and Abroad,” [EO 13990](#) on “Protecting Public Health and the Environment and Restoring Science to Tackle the Climate Crisis.” [EO 14030](#) on “Climate-Related Financial Risk,” See also [FHWA Order 5520](#) “Transportation System Preparedness and Resilience to Extreme Weather Events,” FTA’s “[Hazard Mitigation Cost Effectiveness Tool](#),” FTA’s “[Emergency Relief Manual](#),” and “[TCRP Document 70: Improving the Resilience of Transit Systems Threatened by Natural Disasters](#)”)

Equity and Justice⁴⁰ in Transportation Planning

FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

[Executive Order 13985](#) (*Advancing Racial Equity and Support for Underserved Communities*) defines the term “equity” as the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian

Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.” In addition, [Executive Order 14008](#) and [M-21-28](#) provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities. FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to review current and new metropolitan transportation plans to advance Federal investments to disadvantaged communities.

To accomplish both initiatives, our joint planning processes should support State and MPO goals for economic opportunity in disadvantaged communities that have been historically marginalized and overburdened by pollution and underinvestment in housing, transportation, water and wastewater infrastructure, recreation, and health care.

Complete Streets

FHWA Division and FTA regional offices should work with State DOTs, MPOs and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.

A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network.

Per the National Highway Traffic Safety Administration’s 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decisionmaking process. FHWA Division and FTA regional offices should encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decisionmaking processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs. More information on VPI is available [here](#).

Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The [64,200-mile STRAHNET system](#) consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform (PPP) [studies](#). These can be a useful resource in the State and MPO areas covered by these route analyses.

Federal Land Management Agency (FLMA) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands

Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPOs must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

Planning and Environment Linkages (PEL)

FHWA Division and FTA regional offices should encourage State DOTs, MPOs and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decisionmaking that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources. More information on PEL is available [here](#).

Data in Transportation Planning

To address the emerging topic areas of data sharing, needs, and analytics, FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decisionmaking at the State, MPO, regional, and local levels for all parties.

Florida Planning Emphasis Areas 2021

The Florida Department of Transportation (FDOT) Office of Policy Planning develops *Planning Emphasis Areas* on a two-year cycle in coordination with the development of metropolitan planning organizations' (MPOs) respective Unified Planning Work Programs (UPWPs). Emphasis areas set planning priorities, support the Florida Transportation Plan, and give importance to topic areas which MPOs are encouraged to address as they develop their planning programs. Implementation of the seven (7) goals of the Florida Transportation Plan requires embracing innovation; extensive collaboration across jurisdictions, modes and disciplines; an emphasis on customer service; data and performance feedback; and strategic investments for the efficient and effective allocation of resources.

Florida MPOs should consider emphasizing the following four (4) planning topics when updating their UPWPs.

Safety

The Florida Transportation Plan and the State's Strategic Highway Safety Plan place top priority on safety, with a state target of zero traffic fatalities and serious injuries. In addition to adopting safety targets, the MPOs must show how their Long Range Transportation Plan (LRTP) and priority projects in their Transportation Improvement Program (TIP) support progress toward those targets. The UPWP should consider enhancements to data analyses and community involvement to better inform the identification and prioritization of safety projects.

Equity

Executive Order 14008, [*Tackling the Climate Crisis at Home and Abroad*](#), created the "Justice40 Initiative" that aims to deliver 40 percent of the overall benefits of relevant federal investments to disadvantaged communities. This initiative supports Executive Order 13985, [*Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*](#), outlines federal policy and defines equity as the consistent and systematic fair, just, and impartial treatment of individuals. The Florida Transportation Plan seeks transportation choices that improve accessibility and equity by including a key strategy to enhance affordable transportation, service, and information access options for all ages and abilities and throughout underserved communities. The MPOs are key to identifying and implementing improvements based on data-driven project prioritization that considers not only impacts of transportation projects on a community, but also benefits of projects that can enhance opportunities for a community. The UPWP should address approaches to furthering transportation equity.

Resilience

With the passage of the FAST Act, resilience was introduced as a federal planning factor: "Improve the resilience and reliability of the transportation system and mitigate stormwater impacts of surface transportation." Resilience is defined as the ability to adapt to changing



conditions and prepare for, withstand, and recover from disruption. These conditions can encompass a wide variety of environmental, technological, economic, or social impacts.

MPOs can address resilience within their planning processes by leveraging tools such as the *FHWA Resilience and Transportation Planning Guide* and the *FDOT Quick Guide: Incorporating Resilience* in the MPO LRTP. It should be noted that while these documents focus primarily on the development of MPO LRTPs and TIPs, addressing resilience should be a consideration within every planning document prepared by an MPO. MPOs should place a particular emphasis on coordination with agency partners responsible for natural disaster risk reduction, or who may be developing local resilience planning initiatives. Additionally, MPOs should consider the additional costs associated with reducing vulnerability of the existing transportation infrastructure. Proactive resiliency planning will help the MPO develop planning documents that are ultimately more realistic and cost-effective.

Emerging Mobility

Advances in communication and automation technology result in new mobility options, ranging from automated and connected transport, electric vehicles, ridesharing, and micro-mobility, to flying cars and space travel. These changes may be disruptive and transformational, with impacts to safety, vehicle ownership, travel capacity, vehicle miles traveled, land-use, transportation design, future investment demands, supply chain logistics, economy, and the workforce. Implementation of all seven goals of the Florida Transportation Plan can be furthered through both the transformation of major corridors and hubs and the expansion of transportation infrastructure to embrace and support the adoption of emerging mobility.

The UPWP should recognize the important influence of emerging mobility on the multi-modal transportation system and include related planning studies, collaboration efforts, research, or other activities.

Contact Information:

Abra Horne, FDOT, Metropolitan Planning Administrator

850-414-4901

Abra.Horne@dot.state.fl.us

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

(For use in MPO/TPO/TPA UPWP Development)

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 Justice⁴⁰ in Transportation Planning
 - Complete Streets
 - Public Involvement
 - Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination
 - Federal Land Management Agency (FLMA) Coordination
 - Planning and Environment Linkages (PEL)
 - Data in Transportation Planning
- The FDOT Secretary’s list of the “vital few” agency emphasis areas, which include:
 - Improve Safety
 - Enhance Mobility
 - Inspire Innovation

APPENDIX E
STATEMENTS AND ASSURANCES



DEBARMENT AND SUSPENSION CERTIFICATION

As required by the USDOT Regulation on Government-wide Debarment and Suspension at 49 CFR 29.510:

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

A handwritten signature in blue ink that reads "Peter Buchwald". The signature is written in a cursive style and is positioned above a horizontal line.

Peter Buchwald
Executive Director
St. Lucie TPO

Date: March 15, 2022



DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

It is the policy of the St. Lucie Transportation Planning Organization (St. Lucie TPO) that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of St. Lucie TPO 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 St. Lucie TPO 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 St. Lucie TPO in a non-discriminatory environment.

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

A handwritten signature in blue ink that reads "Peter Buchwald". The signature is written in a cursive style and is positioned above a horizontal line.

Peter Buchwald
Executive Director
St. Lucie TPO

Date: March 15, 2022



LOBBYING CERTIFICATION FOR GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

In accordance with Section 1352 of Title 31 of the U.S. Code, it is the policy of the St. Lucie Transportation Planning Organization (St. Lucie TPO) that:

- (1) No Federal appropriated funds have been paid or will be paid by or on behalf of the St. Lucie TPO 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 St. Lucie TPO shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The St. Lucie TPO 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 agreements), which exceeds \$100,000, and that all 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.

A handwritten signature in blue ink that reads "Peter Buchwald". The signature is written in a cursive style and is positioned above a horizontal line.

Peter Buchwald
Executive Director
St. Lucie TPO

Date: March 15, 2022



TITLE VI/NONDISCRIMINATION POLICY STATEMENT

Pursuant to Section 9 of USDOT Order 1050.2A, the St. Lucie Transportation Planning Organization (St. Lucie TPO) 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 St. Lucie TPO 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.

A handwritten signature in blue ink that reads 'Peter Buchwald'. The signature is written in a cursive style and is positioned above a horizontal line.

Peter Buchwald
Executive Director
St. Lucie TPO

Date: March 15, 2022

APPENDICES A AND E

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

- (1.) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- (2.) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3.) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- (4.) **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5.) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
 - a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
 - b. cancellation, termination or suspension of the contract, in whole or in part.
- (6.) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of

materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the *Florida Department of Transportation*, the *Federal Highway Administration*, *Federal Transit Administration*, *Federal Aviation Administration*, and/or the *Federal Motor Carrier Safety Administration* may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a 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).

APPENDIX F
CONSULTANT SCOPES OF SERVICES

2045 Revised Land Use Data Development for St. Lucie County

Scope of Services

Prepared by The Corradino Group, Inc.

INTRODUCTION

The Treasure Coast Regional Planning Model (TCRPM) uses the population and employment projections (land use data) to project the 2045 roadway traffic volumes. This model was developed using the 2045 LRTP Cost Feasible roadway network and the 2045 approved land use data. The current 2045 land use data used in the model were developed based on the 2045 control totals approved by the St. Lucie TPO Board in its March 2019 Board meeting. The basis for this approval was the University of Florida Bureau of Economic and Business Research (BEBR). BEBR publishes low, medium and high population projections for all counties in the state of Florida, annually. The St. Lucie TPO adopted the BEBR high population projections for use in developing the 2045 Long Range Transportation Plan (LRTP). St. Lucie County is will experience significant changes according to the 2045 growth projections when compared to the earlier 2045 land use projections made in 2019. The most recent BEBR projections for St. Lucie County are (the comparable older 2045 projections reported in 2019 are shown in parenthesis):

Low: 373, 400 (Compared to 360,400)

Medium: 469, 700 (Compared to 431,200)

High: 566,000 (compared to 525,100)

The purpose of this project is to revise/reallocate the 2045 land use data based on the recent control totals published by BEBR.

TASKS

Task 1. Research and gather the approved developments data and prepare preliminary analysis and maps

A. Bottom-up Approach: Corradino will research and gather the approved developments data from the cities of Port St. Lucie, Fort Pierce, and St. Lucie County. The Developments data will be assessed to estimate the preliminary population and employment estimates by major categories and will be overlaid on the current 2045 data using GIS mapping techniques. TAZ-Level population and employment comparisons will be made for the TAZs that encompassed all of the approved developments between 2018 and 2022. This will identify if the developments were considered in the current 2045 data development. If the current 2045 TAZ data are less than the development-produced population/employment estimates, these TAZs will be flagged as the potential candidates for data edits. The total population/employment estimates from all of the developments will be developed using the bottom-up approach. This subtask will be finalized based on the additional local inputs from St. Lucie County, the city of Port St. Lucie and the City of Fort Pierce.

B. Top-down Approach: Using the BEBR *high* control totals as the basis, an additional county-wide growth in the total population and employment control totals will be determined (Control Total Delta). The difference between the Control Total Delta and the population/employment totals of the *bottom-up* approach will form the basis for further analysis.

Staff Meetings: 1 TPO staff virtual meeting
 Workshop1: First Workshop with the TPO, County and the Cities to discuss the initial findings
 Product: Workshop materials
 Start: Immediately after Project Notice to Proceed (NTP)
 Complete: 1-½ months after Notice to Proceed

Task 2. Develop a database of the new developments to be included in the 2045 revised land use data development.

Based on the findings of Task 1, Corradino will develop and finalize a database of all of the new developments, including their population/employment summaries, geographic locations, proposed roadway network changes, access points and their trip generation/distribution characteristics (if available). Corradino will update Task 1 *Bottom-up* Analysis based on this information.

Staff Meetings: 1 meeting
 Product: The finalized database of projects and summaries of the Bottom-up Approach
 Start: After completion of Task 1
 Complete: 2.5 months after the Notice to Proceed

Task 3. Develop the methodology and implement the land use allocation procedure

Based on the results of Tasks 1 and 2, the appropriate methodology will be developed to allocate growth to the TAZs. The analysis will be conducted using a combination of a spreadsheet-based method and the R programming language scripts.

Staff Meetings: 1 meeting with TPO staff
 Product: Spreadsheet/R Program
 Start: After completion of Task 1
 Complete: 3.5 Months after Notice to Proceed

Task 4. Develop the revised 2045 TAZ data in TCRPM5 format

Using Task 3 templates/programs, the 2045 revised TAZ data will be developed in TCRPM5 format. The disaggregate input data controls of the TCRPM5 model will be developed using the revised population and employment data and their fine-grained distribution of the existing 2045 data as the basis.

Staff Meetings: 1 Progress meeting
 Products: 2045 revised data in TCRPM5 format.
 Start: At the completion of Tasks 2 and 3
 Complete: 4.5 Months after Notice to Proceed

Task 5. Run the TCRPM5 revised 2045 Model and identify major performance metrics differences to the adopted 2045 model.

Using the new 2045 data, the 2045 TCRPM5 model will be run. Key performance metric summaries will be compared against the current 2045 model results. The model output volumes on major roads impacted by the new developments and the major roads in the County will be evaluated.


Staff Meetings: 1 Progress meeting and 1 workshop

Public Presentations: 1) St. Lucie TPO Citizens' Advisory Committee (CAC)
 2) St. Lucie TPO Technical Advisory Committee (TAC)
 3) St. Lucie TPO Bicycle and Pedestrian Advisory Committee (BPAC)
 4) St. Lucie TPO Board

Products: 2045 revised data in TCRPM5 format.
 Start: At the completion of Task4
 Complete: 6 Months after Notice to Proceed

PROJECT SCHEDULE

Task No.	Task Description	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
Task 1.	Preliminary analysis and maps	■	■				
Task 2.	Develop a database of the new developments		■	■	■		
Task 3.	Develop the methodology and implement			■	■	■	
Task 4.	Develop the revised 2045 TAZ data in TCRPM5 format				■	■	■
Task 5.	Run the TCRPM5 revised 2045 Model.					■	■
	Total Cost						■

 Project workshops

 St. Lucie TPO Advisory Committee Public Meetings: CAC, TAC, BPAC

 St. Lucie TPO Board Meeting

TASK 2.3

ST. LUCIE COUNTY TRAFFIC COUNTS PROGRAM

2023/2024 TRAFFIC COUNT DATA MANAGEMENT SYSTEM SCOPES OF SERVICES

Prepared For:



INTRODUCTION

As part of the on-going traffic counts program and pursuant to Task 2.3 – Traffic Count Program Management of the St. Lucie TPO 2022/23 – 2023/24 UPWP, the St. Lucie Transportation Planning Organization (TPO) plans to collect traffic counts on an annual basis.

This estimate includes database updates (identifying and removing possible locations counted by FDOT) or changes to the count estimation and report formatting functions. Also included is database clean-up and formatting based upon roadway network changes. In addition, changes in the interactive mapping tool and Level-of-Service (LOS) report format will be considered and made as agreed upon by the CONSULTANT and the MPO Staff. More specifically, this effort will include:

- Verifying and updating, as necessary, road segmentation, the LOS standard, service capacities.
- Reviewing count locations and adding new roads, if needed.

This scope of service outlines the necessary tasks to collect, process, and Q/C the 2023 and 2024 traffic counts. These traffic counts are a continuation of the program developed by the St Lucie TPO to collect traffic counts in St Lucie County.

CONSULTANT will utilize the Traffic Counts Data Management System (TCDMS) to Q/C the traffic counts and, once a traffic count is considered acceptable, upload these traffic counts into the TCDMS web application. As part of the Q/C process, CONSULTANT will coordinate with the TPO to ensure the TPO is aware of any “failed” counts that may need to be redone.

This will be accomplished through the following sub-tasks:

Task 1 Administration and Coordination with Traffic Count Data Collection

Subconsultant: Tindale Oliver will contract with Culpepper and Terpening, Inc. to collect traffic counts (as has been done in past years). Scheduling of counts, recounts, and supervision as well as administration of the subconsultant contract will be performed by Tindale Oliver as part of this subtask. This task also includes all other administrative and coordination activities with the St. Lucie TPO.

Task 2 Traffic Count Data Collection: Traffic count data collection is to be performed at locations consistent with the established traffic count procedures. Specific locations will be approved by the TPO. At each location, the

machine count data will be collected for a period of 48 hours during a “typical” weekday (Tuesday, Wednesday, and Thursday). Special care will be taken to ensure the counts are not performed during periods of non-typical vehicular patterns (i.e. when school is out, holidays, etc.). As in the past collection of traffic counts, it’s necessary to note that the count locations may need to be adjusted/revised during the data collection process. Such adjustments will be documented for reference and future use.

Task 3 Update Database; Q/C Traffic Counts; Generate Reports: As CONSULTANT receives the counts, the counts will be uploaded into the TCDMS web application by CONSULTANT. Using the TCDMS Web Application, CONSULTANT will process, review, and Q/C each individual traffic count within five (5) business days of receiving the count and will notify the representative via email of any traffic counts which do not meet specifications and need to be recounted. A review of the TCDMS for completeness and a check of calculations will be performed. CONSULTANT will generate and produce a level-of-service report for posting on the TPO’s web site.

Schedule:

The tasks shall be completed within four (4) months of Notice-to-Proceed.

TASK 3.2

ST. LUCIE COUNTY
MAJOR UPDATE OF 10-YEAR TRANSIT DEVELOPMENT PLAN (2025-2034)
SCOPE OF SERVICES
Benesch (February 24, 2022)

Introduction

The St. Lucie Transportation Planning Organization (TPO) has requested Alfred Benesch & Company, Inc. (Consultant) to prepare a Scope of Services and estimated budget to complete a 10-Year Transit Development Plan (TDP) Major Update for FYs 2025-2034. The adopted TDP must be submitted to the Florida Department of Transportation (FDOT) by September 1, 2024. This TDP guides the transit development in St. Lucie County for the County owned transit system, the Area Regional Transit (ART) operated under contract with MV Transportation.

The St. Lucie County Board of County Commissioners is the governing board for the transit system and will be the approving authority for the TDP. St. Lucie TPO completes the transportation planning activities in St. Lucie County; therefore, it will coordinate with the County regarding the oversight and guidance of the TDP development and the TDP will be reviewed by the TPO's Committees and Board.

10-Year Transit Development Plan Major Update

The Consultant will prepare a TDP Major Update ensuring the preparation of a practical and implementable plan that truly reflects the near-term vision for a transit agency's growth and improvement over time. A primary goal identified for the TDP update is the identification of strategies to increase ridership and efficiency for current services and enhance connectivity to other services, local and/or regional. The resulting TDP will be compliant with the TDP Rule outlined in Chapter 14-73, F.A.C.

As a strategic plan, a TDP will identify needs in an unconstrained fashion and identify service improvements for which currently there is no funding anticipated. The 10-year vision that will be generated during this plan update provides a beneficial tie and consistency with the St. Lucie TPO's long range transportation goals and plans.

Specifically, a TDP includes the following major elements:

- Public involvement plan and process
- Base data compilation and analysis (review of demographic and travel behavior characteristics of the service area)
- Performance evaluation of existing services
- Situation appraisal (transit agency strengths and weaknesses; external barriers and opportunities; estimation of community demand for transit)
- Goals and objectives
- Transit demand and mobility needs
- Development of proposed transit enhancements (funded and unfunded)
- 10-year implementation plan
- 10-year financial plan (projected costs and revenues)
- Other strategic issues specific to a given study area

An additional requirement for the TDP was added by the Legislature in 2007, when it adopted House Bill 985, amending s. 341.071, F.S., requiring transit agencies to “... specifically address potential enhancements to productivity and performance which would have the effect of increasing the farebox recovery ratio.” FDOT subsequently issued guidance requiring the TDP and each annual update to include an appendix containing a summary report on the farebox recovery ratio and strategies implemented and planned to improve it. This scope of services ensures that the major update of the St. Lucie’s TDP will comply with all requirements of the TDP rule.

The activities to be completed during the TDP major update are listed below and detailed in the remainder of this scope of services.

- Task 1: Initiate & Manage Project
- Task 2: Establish Baseline Conditions
- Task 3: Facilitate Public Involvement
- Task 4: Identify & Evaluate Existing Transit Services
- Task 5: Conduct Situation Appraisal
- Task 6: Estimate & Evaluate Demand & Mobility Needs
- Task 7: Review & Update Goals & Objectives
- Task 8: Prepare 10-Year Transit Development Plan

Task 1: Initiate & Manage Project

Upon Notice to Proceed, the Consultant will prepare for and facilitate a virtual kickoff meeting with TPO and County staff. In addition, the Consultant will assist in establishing a project management team comprised of TPO, County, and Consultant staff, or other parties, as agreed upon. This project management team will participate in up to four coordination meetings, either prior to or after various public involvement activities or project presentations. The Consultant will be responsible for preparing meeting materials. Three meetings are anticipated to be in person during trips for other project activities and one virtually. and will focus on coordinating project activities, schedule, deliverables, and reviews. The Consultant will also provide monthly progress reports with invoices, indicating current activities, upcoming actions, and any changes or impacts to the work plan. Summaries of project management team meetings will be prepared by the Consultant and provided to the TPO and County for review.

Responsibilities of the Consultant:

- Prepare for and facilitate kickoff teleconference meeting.
- Coordinate with the TPO and County to establish the project management team.
- Prepare for and facilitate up to 4 project management team meetings.
- Provide monthly progress reports.

Responsibilities of the TPO and/or County:

- Participate in virtual kickoff meeting.
- Coordinate with Consultant to establish the project management team.
- Participate in up to 4 project management team meetings.
- Review monthly progress reports.

Task 2: Establish Baseline Conditions

As with any strategic planning process, understanding the current conditions of the transit agency's operating environment are critical. This task establishes the baseline conditions, providing a foundation of understanding of the current socio-economic, demographics and other characteristics of St. Lucie County that will be used throughout the TDP analysis.

Sub-Task 2.1: Collect and Prepare Baseline Conditions

The Consultant will collect appropriate local data to document and assess the pertinent conditions in which the ART operates. The documentation process will include tables, maps, and graphics that describe and illustrate the operating environment in the county. Coordination will occur with TPO, County, and other local agencies to identify the most current local information. Other secondary sources will be used as available (e.g., American Community Survey, American Housing Survey, Florida Statistical Abstract, etc.). At a minimum, the following conditions will be collected for this task:

- Physical description of service area
- Population characteristics and trends
- Socio-demographic characteristics and trends
- Housing, employment/labor, and related densities
- Current and future land use and densities
- Major activity centers and trip generators
- Tourist and visitor levels
- Travel behavior and commuting trends
- Roadway and traffic conditions
- Current and planned transit services
- Other conditions as available and beneficial for additional context, including any impacts from reoccurring special events

Sub-Task 2.2: Prepare Technical Memorandum No. 1

The Consultant will prepare Draft Technical Memorandum No. 1 to report on all work completed for Task 2. The draft document will include a summary of the prevailing local conditions identified and analyzed in Task 2. As necessary, detailed data summaries will be provided in accompanying appendices. In addition, key findings, conclusions, and summary statistics will be presented in the report in a user-friendly manner with easy-to-understand charts, tables, and/or graphs.

Upon completion, the draft document will be provided to TPO and County staff and the project management team for review. Comments received will be incorporated as appropriate into the draft TDP document compiled from the individual technical memoranda prepared throughout the project.

Responsibilities of the Consultant:

- Compile data to support baseline conditions assessment.
- Analyze data and establish baseline conditions (maps and tables).
- Prepare Technical Memorandum No. 1.

Responsibilities of the TPO and/or County:

- Coordinate with Consultant as necessary.
- Review and comment on baseline data.
- Review and comment on draft Technical Memorandum #1.

Task 3: Facilitate Public Involvement

The Florida TDP Rule emphasizes public involvement, as follows:

The TDP preparation process shall include opportunities for public involvement as outlined in a TDP public involvement plan, approved by the Department, or the local Metropolitan/Transportation Planning Organization's (M/TPO) Public Involvement Plan, approved by both the Federal Transit Administration and the Federal Highway Administration.

The rule also indicates that:

- The TDP must include a description of the public involvement process and activities.
- Comments must be solicited from the Workforce Development Board.
- The Department, Workforce Development Board, and M/TPO must be advised of all public meetings where the TDP is to be presented or discussed.
- The Department, Workforce Development Board, and M/TPO must be given an opportunity to review and comment on the TDP during the development of the mission, goals, objectives, alternatives, and 10-year implementation program.

To ensure that the St. Lucie TPO and County meets these requirements, the Consultant will facilitate a public involvement process for the TDP effort that will encompass a wide range of activities as included in the TPO's Public Participation Program (PPP). The following sub-tasks highlight the specific activities that will occur as part of this task.

Sub-Task 3.01: Develop Public Involvement Plan

To accommodate the Rule requirements, the Consultant will develop a TDP-specific Public Involvement Plan (PIP) that will consider all applicable requirements, the unique needs and characteristics of the community, and previous and other public involvement activities, including any that have been completed recently by the TPO and/or County. This plan will be submitted to FDOT District 4 staff for review and approval per rule guidance.

The Consultant will develop three (3) scenarios for updating the branding of the TDP based on internal brainstorming and ideas with staff from the TPO and County. Ideas for the project brand will be reviewed and discussed as part of a virtual meeting with TPO and County staff. Maintaining the branding of the TDP is a critical step toward making the planning and public involvement process more user friendly and ensuring the brand recognition continues beyond the completion of the TDP.

Sub-Task 3.02: Conduct Stakeholder Interviews

Since the understanding of local conditions should include knowledge of the perceptions and attitudes of community decision-makers and leaders towards transit, 10 virtual stakeholder interviews will be conducted as part of the public involvement process. The Consultant will work with TPO and County staff to identify and recruit appropriate individuals to interview. The Consultant will then schedule and

conduct the interviews using an interview script that will be developed and submitted to the TPO and County for review prior to the first interview.

Sub-Task 3:03: Conduct On-Board Survey/Conduct Operator Interviews

The Consultant will conduct an on-board survey of 100% of County's ART scheduled fixed-route bus trips to obtain information related to the attitudes, preferences, and habits of current riders for market research purposes (the survey will not be specifically geared for travel demand model input or validation). The on-board survey methodology and implementation will be coordinated closely with TPO and County staff to ensure that study objectives are met, and data collection efforts are efficiently integrated with County operations. In addition, the survey form will be developed in conjunction with the project management team and will draw on County's most recent survey questionnaire to promote consistency of questions and response cohorts. This will facilitate subsequent comparative analysis of results over time. Prior to beginning the on-board survey process, Consultant staff will facilitate a virtual meeting (or meet in person as part of another budgeted trip to the County) with ART marketing and operations staff to ensure a clear understanding of the methodology, process, and timeframe. The Consultant also will provide survey notices for County to distribute to its bus operators and on board its buses to notify patrons of the upcoming event.

The Consultant will use electronic tablets to facilitate the collection of data during the survey interview process on board the vehicles. Once approved, the questionnaire will be programmed as an easy-to-use survey application and will step the patron through the questions with directed branching geared to account for prior responses. Collection of origin/destination (O/D) information through the electronic tablets and interview process will increase the number of valid, accurate, and geocodable responses from bus riders. The on-board survey is expected to cover a sample of all routes and runs for all times of day for a representative weekday and Saturday of service. To the extent possible, the survey will be scheduled to capture peak season activity in the county. The survey will be offered in English and Spanish.

The Consultant will work with temporary staff provided by an approved agency to recruit and train survey personnel and assign them to survey runs during the course of an expected two-week period for survey distribution.

The Consultant staff will be present on-site during the survey process to work with ART operations staff to ensure the orderly placement of survey personnel on buses and deal with any issues that may arise during the effort. Our trained surveyors will approach riders once they board to request a survey interview. All bus riders will have an equal chance of being interviewed, as all candidates will be randomly selected if on-vehicle conditions do not allow every rider on a given trip to be interviewed before they alight. One unique aspect of our survey process that has proven quite successful is to offer cash incentives to survey personnel to encourage worker retention and active participation throughout the data collection timeframe. This has proven to increase survey response rates, since contests typically are based on the number of completed surveys.

All completed survey entries will be downloaded to a Consultant server established for this purpose to organize them for data processing and analysis. The draft response database then will be cleaned to ensure accuracy, consistency, and appropriateness of response cohorts for each question. Additional geocoding also may be required at this stage. Next, data analysis will be conducted to create selected

cross-tabulations and statistics consistent with previous on-board data collection efforts and to reflect input from TPO and County staff. The Consultant will be responsible for quality control and accuracy throughout the data entry and analysis process, and will seek to include any pertinent information, as available, from previous on-board surveys.

Operator interviews as described in Task 3.08 will be conducted as part of the trip to the county for the on-board survey.

Sub-Task 3.04: Conduct Discussion Group Workshops

To obtain additional public input into the TDP process, the Consultant proposes to conduct a total of two discussion group workshops that will be held in different locations to ensure representation that is more geographically distributed. These workshops typically involve a smaller group of participants (8–12 persons) in an intimate meeting setting that permits more in-depth discussion about issues and needs. To generate interest and participation, the Consultant will work with TPO and County staff to identify and invite potential participants to each workshop. This coordination also will include the selection and scheduling of appropriate venues for the workshops. For budget purposes, it is assumed that the two workshops will be held on the same day.

Potential workshop candidates may include members from the business, health, social service, and education communities, as well as local chambers of commerce, the Hotel/Motel Association, and active stakeholder groups. Since representatives from these organizations most likely would represent “non-user” views, it will be important to notify current ART patrons of all the workshops so that the “user” perspective is represented as well. Although it may be preferable to focus rider input at a single workshop, it would be beneficial to attempt to get user participation at all of the workshops to enhance the discussion.

At the workshops, a variety of techniques will be used to encourage participation and elicit perceptions, ideas, preferences, and other input that is important to inform the TDP process. For example, the Nominal Group Technique could be used to identify potential transit improvement concepts and then dot-polling and/or resource allocation exercises can be applied to the identified concepts to help set preferences on improvement priorities.

Sub-Task 3.05: Conduct Public Listening Sessions

The Consultant will prepare for and facilitate two public listening sessions that are designed to go out to events or locations where people gather, such as a shopping mall. These sessions will include displays and interactive information exchange, public surveys, and enlistment for social media. They will be designed to capture information from seasonal and permanent residents about community values, needs, and priorities. The locations will be decided jointly with Consultant, TPO, and County staff, with logistical arrangements handled by Consultant staff and session materials developed by the Consultant.

Sub-Task 3.06: Conduct Public Input Survey

The Consultant will conduct a public survey to obtain information related to the attitudes, preferences, and goals of the community related to public transit services. The survey will be available on-line, through social media, and in a hard copy version at in-person TDP outreach events, such as the public

listening sessions. Access to the on-line version will be via links on the TPO, County, and other partner agency or other stakeholder websites as identified and available.

Sub-Task 3.07: Engage Public through Website, Social Media, and Email Communications

The Consultant has found value in engaging citizens via social media and websites. It is proposed that the Consultant provide information to the TPO and County for their websites and social media, including public surveys, project information, meeting dates, and highlights about the ART system. Emailing news and informational blasts via email lists maintained by the TPO, County and other sources, will provide additional information and outreach to stakeholders, citizens, and riders. The PIP will outline planned social media posts and other marketing/communication tools.

Sub-Task 3.08: Prepare for County Operator Group Interviews

The Consultant will conduct interviews of a representative group of ART operators. As the first line of contact and interaction with ART riders, bus operators tend to understand the needs and concerns of the system users and can provide input into understanding comments received on surveys and through workshops. This will be accomplished at the County offices and will be no more than two group sessions on the same day to minimize impact to the operator schedule. Consultant staff will develop a script with 5-8 questions and submit to TPO and County staff for review prior to the interviews. The Consultant will work with County leadership to schedule and conduct the interviews. Should operator shortages or other schedule concerns impede operator participation in a discussion group, an operator survey will be prepared and distributed instead following discussion and agreement with TPO and County staff.

Responsibilities of the Consultant:

- Prepare Public Involvement Plan.
- Plan and conduct stakeholder interviews (10)
- Plan and conduct on-board survey.
- Plan and conduct operator group interviews.
- Prepare for and conduct discussion groups (2 on same day).
- Plan and facilitate public listening sessions (2 on same day).
- Conduct public input survey.
- Engage public through TPO and County website, social media, and email blasts.

Responsibilities of the TPO and/or County:

- Review all materials and identify stakeholders.
- Schedule venues and participate in public listening sessions and discussion groups.
- Assist in survey and social media outreach as needed.

The results of this effort will be summarized and provided to TPO and County staff for review and comment; it later will be provided to the project management team for consideration as part of Technical Memorandum No. 3, to be prepared under Task 7.

Task 4: Identify & Evaluate Existing Transit Services

The Consultant will work with TPO and County staff to collect up-to-date information on existing ART services to support the review and evaluation of the transit services being provided in the county. Information also will be collected and reviewed for other transportation services operating within and connecting to the study area. The following sub-tasks are included in the identification and evaluation of existing transit services.

Sub-Task 4.01: Inventory Existing Transportation Services

The Consultant will document the public and private transportation service providers in the service area. Due the high level of tourism-related services, discussions will be held with the project management team regarding the direction and extent this effort will take to collect information. A survey form will be used to collect the requisite information from the providers. Both the form and list of providers to be contacted will be reviewed with County staff to ensure completeness and appropriateness. The survey will be completed by telephone and/or e-mail. It is envisioned that, by provider, the inventory will document facility and equipment information, type of operation, service area, operating characteristics (including frequency and ridership), and fee structure, among other data. It is important to recognize that the completeness of the final inventory will be dependent on the willingness to participate and degree of participation of the identified transportation providers.

Sub-Task 4.02: Conduct Trend Analysis of Existing Transit Service

The Consultant will conduct a performance review of ART over a five-year period using the Florida Transit Information System (FTIS) and validated National Transit Database (NTD) information. This review will help assess existing ART services in terms of system performance, effectiveness, and efficiency trends for the agency's fixed-route and ADA paratransit services.

This review will be undertaken to assess the performance of the system over time using measures falling into three major categories: system performance indicators, effectiveness measures, and efficiency measures (see Table 1). As part of the overall performance review of the system, this analysis will be used to help assess the extent to which the County is meeting the stated goals and objectives for transit service.

A similar review will be conducted, albeit on a reduced scale because of the availability of fewer indicators and measures, for complementary ADA paratransit service provided or funded by County. For this evaluation, the five-year NTD data will be used.

Table 1
Performance Evaluation Indicators and Measures

General Performance Indicators	Effectiveness Measures	Efficiency Measures
<ul style="list-style-type: none"> • Passenger trips • Passenger miles • Vehicle miles • Revenue miles • Vehicle hours • Route miles • Operating expenses • Capital expenses • Operating revenues • Total employees • Vehicles available for maximum service • Fuel consumption 	<ul style="list-style-type: none"> • Vehicle miles per capita • Passenger trips per capita • Passenger trips per revenue mile • Passenger trips per vehicle hour • Revenue mileage between incidents • Revenue mileage between roadcalls 	<ul style="list-style-type: none"> • Operating expenses per capita • Operating expenses per passenger trip • Operating expenses per passenger mile • Operating expenses per revenue mile • Farebox recovery ratio • Revenue miles per vehicle mile • Revenue miles per vehicle • Revenue hours per employee • Passenger trips per employee • Vehicle miles per gallon • Average fare

Sub-Task 4.03: Conduct Peer Review Analysis of Existing Transit Service

The Consultant also will use FTIS and NTD data to conduct a comparative peer review for the agency’s fixed-route and complementary ADA paratransit services. This review will be completed to compare various ART performance characteristics to a group of transit peers. Peers will be selected using a specific methodology based on selected operating parameters, which will be reviewed with TPO and County staff prior to the evaluation to ensure concurrence with the resulting peers. As in the trend analysis, the evaluation will include the indicators highlighted in Table 1 to reflect how efficiently the County supplies transit service and how effective those services meet the needs of the area in relation to peer systems.

Responsibilities of the Consultant:

- Conduct inventory of existing services.
- Conduct trend analysis.
- Conduct peer review analysis.
- Coordinate with TPO and County staff as necessary.

Responsibilities of the TPO and/or County:

- Provide necessary data to complete evaluation of services.
- Confirm list of peer transit systems.
- Coordinate with Consultant as necessary.

The results of this effort will be summarized and provided to TPO and County staff for review and comment; it later will be provided to the project management team for consideration as part of Technical Memorandum No. 2, to be prepared under Task 5.

Task 5: Conduct Situation Appraisal

Transit systems function best in an environment when they intimately understand the regulatory, geographic, environmental, land use, developmental, political, and other factors that impact the provision of their services. The Consultant will conduct a situation appraisal to document such factors for the TPO and County so that staff will better understand its local environment. The following sub-tasks explain the work that will be conducted as part of this task.

Sub-Task 5.01: Review Local Plans & Documents

The Consultant will collect and review local plans and documents that may have a direct bearing on transit services in the county. The goal of this process will be to compile any existing transit-related community goals, objectives, and/or policies. The documents are expected to include the TPO's long range transportation goals and plans and other recent studies, previous TDP, Transportation Disadvantaged Service Plan (TDSP), various local government comprehensive plans, and other related local, County, regional, or State studies, policies, etc.

Sub-Task 5.02: Conduct Situation Appraisal

The Consultant will complete a situation appraisal to help assess and document the key aspects of the transit agency's operating environment. This appraisal will involve examining the strengths and weaknesses of the system, as well as any existing barriers or threats to the provision of service in the county and key opportunities for addressing threats and/or enhancing the transit-friendliness of the operating environment.

FDOT-required elements of such an appraisal will be included to ensure compliance. This will include an assessment of the effects of land use, government policies and plans, development and growth trends, tourism and visitors, organization, and technology trends on the County. Additionally, an estimation of the community's demand for transit services, including 10-year annual ridership projections, will be completed in Task 6, and referenced in the situation appraisal as appropriate. The results will provide an understanding of the challenges for transit service development focusing on current and planned development decisions and funding strategies.

Sub-Task 5.03: Prepare Technical Memorandum No. 2

The Consultant will prepare Draft Technical Memorandum No. 2 to report on the work completed for Tasks 4 and 5. As necessary, supporting information will be provided in accompanying appendices. As with the first technical memorandum, the report will be developed in a user-friendly manner with easy-to-understand charts, tables, and/or graphs.

Upon completion, the draft document will be provided to TPO and County staff and the project management team for review. Comments received will be incorporated as appropriate into the draft TDP document that will compile the individual technical memoranda prepared throughout the project.

Responsibilities of the Consultant:

- Review local plans/documents and identify community goals for transit services.
- Conduct situation appraisal.
- Prepare draft Technical Memorandum No. 2.

Responsibilities of the TPO and/or County:

- Review and comment on community goals summary and situation appraisal.
- Coordinate with Consultant as necessary.
- Review and comment on Technical Memorandum #2.

Task 6: Estimate & Evaluate Demand & Mobility Needs

The Consultant will estimate the demand for ART's fixed-route bus service over the 10-year horizon of the TDP. Then, this information, along with the results from the previous tasks, will be used to evaluate the transit needs of the county. The following sub-tasks detail the effort proposed to be completed during this task.

Sub-Task 6.01: Estimate Demand for Transit Services (TBEST)

The Consultant will develop fixed-route bus ridership demand estimates (at route and system levels) for the 10-year transit planning horizon. This will be done to reflect maintenance of existing service levels throughout the period, as well as the implementation of proposed TDP improvements. Since these projections must be developed using an FDOT-approved planning tool (TBEST) or demand estimation technique, the Consultant will use the latest TBEST version available (4.7), as developed and distributed by FDOT.

Sub-Task 6.02: Assess Demand with Additional GIS-Based Tools

Other GIS-based transit demand assessment tools that will be used include the following:

- Transit Orientation Index (TOI) – illustrates the potential for traditional transit use (residential-based index using demographic data by Block Group including low-income, vehicle ownership, youth population, older adults, and other populations).
- Density Threshold Assessment (DTA) – illustrates the potential for traditional and choice transit use by examining the relationship between population/employment density and propensity to choose to use transit).

Sub-Task 6.03: Identify & Assess Needs for Transit Services

The previous task efforts, particularly the results of the public involvement activities, will be critical in the assessment of potential future transit service improvement needs. The Consultant will use this information in conjunction with local conditions data to evaluate the need for new, improved, and/or expanded transit services. The GIS-based transit demand assessment tools discussed previously will be used as part of this process to assess traditional and discretionary transit markets in the county. The needs assessment also will include an examination of possible intermodal connections, coordination of service with other operators, and the potential implications for complementary ADA paratransit service. Alternative methods for potentially addressing gaps between identified needs and available services will be identified and assessed.

Sub-Task 6.04: Identify & Evaluate Alternatives

Using the results of the previous sub-task, the Consultant will work with TPO and County staff to identify and develop transit improvement alternatives that will best meet the desired vision over the next decade for ART services in the county. Alternatives may range from the status quo (maintaining the existing mix of services) to existing service changes, new service recommendations, and may even include consideration of future operational assessments, special event service, mobility on demand service, and Transportation Demand Management (TDM) measures for example. The development of the alternatives will not consider cost. The Consultant then will prepare an evaluation methodology to support the development and evaluation of transit alternatives for the 10-year planning horizon. Evaluation criteria will be established and weighted in coordination with the TPO and County. The outcome of the evaluation will be transit improvement priorities.

Responsibilities of the Consultant:

- Estimate demand for transit services (TBEST).
- Assess demand with additional GIS-based tools.
- Identify and assess needs for transit services.
- Develop evaluation methodology and develop/evaluate potential alternatives.

Responsibilities of the TPO and/or County:

- Review ridership estimates.
- Review and provide feedback on proposed alternatives and the evaluation.
- Coordinate with Consultant as necessary.

The results of this effort will be summarized and provided to TPO and County staff for review and comment; it later will be provided to the project management team for consideration as part of Technical Memorandum No. 3, to be prepared in Task 7.

Task 7: Review & Update Goals & Objectives

Throughout the prior tasks, the Consultant will work with TPO and County staff and project management team to establish the desired 10-year vision for the agency. This overarching vision will then be used to guide the development of updated goals and objectives for the County related to its transit services. Goals and objectives will be consistent with the goals of the local community with respect to transportation and land use, in general, and specifically to transit service. The goals and objectives prepared for the previous major update of the TDP and the TPO's 2045 Long Range Transportation Plan will be used as a starting point, then updated as appropriate. The Consultant also will work closely with the TPO and County in delineating a vision of where transit wants to be in 10 years. The following sub-tasks reflect the work that will be completed during this task to establish the goals and objectives.

Sub-Task 7.01: Integrate Situation Appraisal and Previous Public Input

The Consultant will review the results of the public involvement activities, as well as the key aspects of the situation appraisal findings, to identify major themes, concepts, and focus areas to inform the transit goals and objectives for St. Lucie County. The stakeholder interviews and input from the project management team will be especially important to the goal development process.

Sub-Task 7.02: Develop Draft Goals & Objectives

The Consultant will develop a set of draft goals and objectives for TPO and County staff and the project management team to consider. Existing goals and objectives from the previous TDP Major Update will provide a starting point for the update process. It is important to note that consistency with the transportation and land use goals of the local community will be an important consideration during this process. It is anticipated that the project management team will provide input in this regard.

Sub-Task 7.03: Prepare Technical Memorandum No. 3

The Consultant will prepare Draft Technical Memorandum No. 3 to report on the work completed for Tasks 3, 6, and 7. The draft document will also include the results from each of the public involvement activities completed as part of Task 3. Similar to the previous technical memoranda, the report will be developed in a user-friendly manner with easy-to-understand charts, tables, and/or graphs.

Upon completion, the draft document will be provided to TPO and County staff and the project management team for review. Comments received will be incorporated as appropriate into the draft TDP document that will compile the individual technical memoranda prepared throughout the project.

Responsibilities of the Consultant:

- Develop recommended goals and objectives.
- Prepare draft Technical Memorandum No. 3.
- Coordinate with TPO and County staff as necessary.

Responsibilities of the TPO and/or County:

- Review and provide feedback on goals and objectives.
- Review and comment on Technical Memorandum No. 3.
- Coordinate with Consultant as necessary.

Task 8: Prepare 10-Year Transit Development Plan

Upon completion of all the previous tasks, the Consultant will use the resulting information, from baseline conditions to public input to analytical results and priority alternatives, to prepare a 10-year TDP for St. Lucie County. The strategic vision plan will be compiled from the previous technical memoranda with guidance and input from TPO and County staff and the project management team. It will contain guidance on the implementation of the plan, including considerations for potential new funding sources. The sub-tasks shown below outline the work that will be completed in this task.

Sub-Task 8.01: Prepare 10-Year Implementation & Finance Plans

The Consultant will prepare draft 10-year implementation and finance plans based on the three technical memoranda completed under the previous tasks. Among the key elements included in the plans will be the documentation of recommended service alternatives and improvements to help address identified transit needs and deficiencies; a phased plan for 10-year service and capital improvements, including a vehicle replacement plan; and a 10-year financial plan, which will detail all projected operating and capital expenses and revenues. It also will include potential new funding

sources, unfunded recommendations, a policy element with system goals and objectives, and an annual farebox recovery ratio report.

Sub-Task 8.02: Review/Enhance Performance Monitoring Program

The Consultant will work with TPO and County staff to review and enhance its performance monitoring program that will meet staff needs for tracking the performance of the agency's routes and overall system. The program will focus on efficiency and effectiveness of service and will be set up to use regularly collected operational data (such as those compiled for NTD reporting purposes). The program will provide step-level guidance and appropriate thresholds to trigger consideration for potential route modification and elimination and be based as consistently as possible with nationally emerging performance standards and reporting.

Sub-Task 8.03: Conduct Public Workshops and Presentations

The Consultant will prepare for and conduct up to two workshops to further support the TDP public participation process. It is anticipated that these workshops will occur later on to gather input on potential alternative improvements and the implementation plan. The Consultant will coordinate with TPO and County staff to plan and schedule each workshop to target appropriate venues. To maximize opportunities for citizen participation, locations will be selected to ensure geographic coverage and, to the extent possible, piggyback on other community events to maximize participation. TPO or County staff will be responsible for securing any sites selected and for advertising and promoting the workshops.

The Consultant will prepare for and make five (5) presentations at the direction of TPO and County staff. These presentations may be for the TPO Board and Committees, St. Lucie Board of County Commissioners, the Bike/Ped Advisory Committee, the Local Coordinating Board, or other committees as agreed by the TPO and County. For this purpose, the Consultant will develop user-friendly, graphical presentations to support first the development of a community vision or priorities for the transit system, and then secondly the communication and adoption of the TDP. The presentation files also will be available for use by TPO and County staff beyond the adoption of the TDP.

Sub-Task 8.04: Prepare Draft TDP Document

The Consultant will prepare a complete draft TDP document that integrates all previous task elements and results. The introduction to the TDP will include a checklist of all statutorily required TDP elements and their locations within the document to demonstrate compliance to the FDOT reviewer. The plan will then be submitted electronically to the TPO and County for review and comment. Any comments provided on the draft TDP will be addressed in the final TDP.

Sub-Task 8.05: Prepare Draft Executive Summary for TDP

The Consultant will prepare a draft Executive Summary of the TDP document. The Executive Summary will be concise, use graphics and easy-to-read bullets or highlights, and be a suitable size to enable the TPO and County to distribute it easily and widely. An electronic copy of this draft document also will be provided to the project management team for review and comment. Comments on the draft TDP Executive Summary will be addressed in the final version.

Sub-Task 8.06: Prepare Final TDP Documents

Once the draft TDP and Executive Summary have been sufficiently reviewed and accepted, the Consultant will prepare and submit the final TDP and Executive Summary to the TPO and County electronically.

Responsibilities of the Consultant:

- Prepare 10-year implementation and finance plans.
- Review/enhance performance monitoring system.
- Prepare for and conduct public workshops (2).
- Prepare for and give 5 presentations of the draft TDP.
- Prepare draft TDP document.
- Prepare draft Executive Summary for TDP.
- Prepare final TDP documents (1 printed copy and 1 CD/jump drive of the final documents and supporting files).

Responsibilities of the TPO and/or County:

- Review and comment on draft TDP.
- Review and comment of draft executive summary of the TDP.
- Coordinate logistics for public workshops and board /committee presentations.
- Coordinate with Consultant as necessary.

SUMMARY OF VISITS TO THE ST. LUCIE COUNTY

The Scope of Services assumes 6 visits with combined activities to the St. Lucie County. The primary purpose of each visit is summarized below; however, other meetings and field work may be performed as part of these visits, as necessary. Also, three (3) of the presentations will require separate trips.

1. Project Review Team Meeting #1, Field Work, and Presentation #1 (County Commission)
2. Project Review Team Meeting #2 and Discussion Group Workshops (2 scheduled on 1 day)
3. Public Listening Sessions (2 scheduled on 1 day)
4. On-Board Survey and Operator Interviews (part of same visit)
5. Project Review Team Meeting #4 and Public Workshops (2 scheduled on 1 day)
6. Presentations #2 - 6 (Presentations to the TPO Board and Committees, Bike/Ped Advisory Committee, and Local Coordination Board, and/or final presentation to the County Commission)

PROJECT SCHEDULE

The TDP Major Update will be finalized and adopted by the St. Lucie County Commission before September 1, 2024. A detailed project schedule will be prepared and reviewed as part of the project kickoff meeting.

TASK 3.4

St. Lucie TPO Special Events Congestion Management and Parking Plan

Project Understanding:

The St. Lucie TPO will prepare a Special Events Congestion Management and Parking Plan (SECMAPP) for five (5) Special Events locations in the St. Lucie TPO area. The Special Events locations are as follows:

- (1) McCarty Ranch Preserve
- (2) Clover Park
- (3) Downtown Fort Pierce/South Beach
- (4) The Port District/Botanical Gardens
- (5) Fenn Center/Lawnwood Regional Park

The Regional Partners include the City of Fort Pierce, City of Port St. Lucie, and St. Lucie County Area Regional Transit. The project schedule includes adoption of the Unified Planning Work Program (with the SECMAPP) in June 2022, start the SECMAPP in July 2022, and complete the SECMAPP in February 2023.

The scope of services outlined below will establish a Special Events Congestion Management and Parking Plan for the St. Lucie TPO area.

Task 1: Regional Partner Coordination

Conduct up to six (6) virtual meetings with regional partners as follows:

- (1) City of Fort Pierce (including Fort Pierce Police Department)
- (2) City of Port St. Lucie (including Port St. Lucie Police Department)
- (3) St. Lucie County (including St. Lucie County Area Regional Transit and St. Lucie County Sheriff's Office)
- (4) Clover Park Staff
- (5) Botanical Gardens Staff
- (6) McCarty Ranch Preserve Staff

The purpose of these meetings is to discuss the number and frequency of Special Events at each of the project locations, existing concerns with traffic operations during Special Events, recommendations for improving operations, and identify one (1) Special Event at each location to be observed.

Deliverable: Meeting notes for each of the six (6) meetings.

Task 2: Evaluate Special Event Locations

Evaluate and quantify traffic congestion and parking issues at the four (4) Special Events locations listed under Project Understanding. Field visits shall be conducted for one (1) special event at each Special Event Location. The special events to be observed shall be identified and agreed

to with the St. Lucie TPO and the appropriate regional partner as part of Task 1. The following will be documented and summarized in a memorandum for each of the Special Events:

1. Traffic operations at up to six (6) intersections/driveways in proximity to the Special Event Location
 - a. Traffic Signal Cycle Failures
 - b. Maximum Queues
 - c. Turn lane queue spill back into through lanes
2. Bicycle and Pedestrian operations
3. Parking ingress operations including payment type (if applicable)
4. Parking egress operations
5. Wayfinding signage (including temporary/dynamic messaging signage)

Deliverable: Special Events observations memorandum for each Special Event (Four (4) total memorandums)

Task 3: Special Event Needs Analysis

Based on the field observations from Task 2, evaluate the existing roadway network and parking areas to determine advantageous operations that allow for safe and expedient ingress and egress to and from each Special Event Location. Identify potential changes/improvements to the existing Special Events operations and area roadway network to achieve the desired operations including but not limited to:

- (1) Wayfinding
- (2) Traffic Routing
- (3) Traffic Operations
- (4) Parking Demand/Capacity (Qualitative)
- (5) Parking Management
- (6) Event Staffing related to traffic operations and parking
- (7) Law enforcement presence (if applicable)

The results of the Special Events Needs Analysis shall be summarized in a memorandum.

Deliverable: Special Events Needs Analysis memorandum.

Task 4: Special Events Improvement Project Development

Utilize the needs identified in Task 3 to determine potential future projects to address current Special Events traffic and parking deficiencies. The projects will be grouped into the following categories:

- (1) Services
- (2) Technology
- (3) Infrastructure

The potential projects will be provided in a draft memorandum, grouped by location. Additionally, the approximate locations for each potential improvement shall be summarized on a draft map for each Special Event Location. Update the Special Events Project Memorandum and Map per stakeholder comments.

Deliverable: Special Events Project Memorandum and Maps (Draft and Final).

Task 5: Project Prioritization

Create a prioritization list utilizing the potential improvement projects identified in Task 4. Potential projects will be prioritized in the following groups:

- (1) Near-Term (can be implemented within 1 year)
- (2) Mid-Term (can be implemented in 1-5 years)
- (3) Long-Term (can be implemented in 5+ years)

The updated Special Events Project Memorandum and Map in Task 4 shall be revised to identify the potential improvements by priority.

Deliverable: Special Events Project Prioritization Memorandum and Prioritization Maps.

Task 6: Funding Source Identification

Research applicable State and Federal grant opportunities to determine potential funding mechanisms for the proposed improvements. The funding opportunities will be summarized in a memorandum.

Deliverable: Funding Source memorandum

TASK 3.4

St. Lucie TPO Congestion Management Process (CMP) Major Update

Project Understanding:

A Congestion Management Process (CMP) is a federally required process for Transportation Management Areas (TMAs). TMAs are defined as metropolitan areas with populations exceeding 200,000 population. The St. Lucie TPO's CMP is a systematic and regionally-accepted approach for managing congestion in St. Lucie County. The CMP provides accurate, up-to-date information on the transportation system performance and assesses alternative strategies for congestion management that meet state and local needs. This leads to increased collaboration, coordination, and effective resource allocation.

Collaboration and coordination for this effort occurs through a working group consisting of a wide range of stakeholders including, but not limited to, TPO planners, the Florida Department of Transportation, St. Lucie Transit, local governments, and others. Within the metropolitan transportation planning process, these partners work together to develop regional objectives for congestion management, define performance measures, share and analyze data, and identify potential strategies.

The scope of services outlined below will establish the Congestion Management Process (CMP) Major Update for the St. Lucie TPO area.

Task 1: Goals and Objectives

Prepare a list of goals and specific objectives related to congestion management consistent with the Long Range Transportation Plan (LRTP). Participants in the planning process engage in the development of a long-range vision of the transportation system, presenting a shared view of how the region's highways, transit system, and other facilities contribute to achieving generally agreed-upon goals for mobility, access to jobs and other opportunities, economic development, environmental integrity, equity and environmental justice, and others. These goals are then used to derive regional objectives in each goal area. The objectives that will be most closely linked to the CMP address the management and operation of the region's transportation system. These include objectives related to efficiency, reliability, and effective response to incidents.

Deliverable: Table of CMP goals and objectives.

Task 2: Define Network

Identify the transportation network that will be considered as part of the CMP network. In general, a CMP network is multimodal in nature and will include highway, transit, pedestrian, bicycle, and freight facilities within a metropolitan planning area.

The development of a sustainable CMP depends on the availability and reliability of transportation data. Therefore, the TPO will identify existing databases maintained by local and state agencies that could be utilized for the CMP. These databases may include traffic volume, crash data, travel time, transit ridership, freight flow statistics, etc. Gaps in existing data and/or the need for

additional data will be identified based on both the available data and the data needed to evaluate the performance of the CMP strategies selected.

Deliverable: Map of CMP network; table of data needs

Task 3: Performance Measures

Identify multimodal performance measures that help determine congestion levels. These performance measures will be derived based on the CMP goals, the existing transportation network, and specific congestion issues that the St. Lucie TPO metropolitan planning area is facing. Review FHWA guidelines and the performance measures of the current St. Lucie TPO CMP, as well as performance measures of CMPs of other select metropolitan areas. Performance measures will be developed to identify and evaluate both recurring and non-recurring congestion.

A set of evaluation metrics for ongoing evaluation will also be development to evaluate the effectiveness of CMP strategy implementation over time.

Based on the results of this review, the TPO will develop and recommend project prioritization criteria for future CMP projects and performance measures for completed CMP projects.

Deliverable: Performance measures and project prioritization criteria.

Task 4: Evaluate System Performance

Using the performance measures identified in Task 3, develop an evaluation of system performance using available data. Congestion problems and needs will be analyzed and summarized in a technical memorandum. To efficiently use existing data and minimize resource utilization during the CMP, a tiered approach will be developed for the St. Lucie CMP. The Tier 1 analysis will consist of an evaluation of the existing roadway segments to identify areas of congestion concerns and areas of safety concerns on a system-wide basis. The Tier 1 analysis will result in a ranked list of roadway segments based on the specific performance measures developed for the St. Lucie TPO.

Deliverable: Technical memorandum summarizing the evaluation of system performance, congestion concern areas, and transportation mobility needs.

Task 5: Identify Strategies

The Tier 2 analysis will evaluate the congestion locations identified in the Tier 1 analysis using more in-depth performance evaluation measures. The Tier 2 analysis will result in a specific evaluation of highly-ranked congested locations from the Tier 1 analysis.

The TPO will consider both supply-side (capacity) strategies and Transportation Demand Management (TDM) strategies that can be effective in reducing congestion by lowering demand.

Implementation steps will be identified for each CMP project along with prioritization, funding sources, and action items for partner agencies associated with each CMP project.

Deliverable: Specific CMP strategies that can be used to establish priorities for the List of Priority Projects (LOPP) and Transportation Improvement Program (TIP).

Task 6: Documentation and Meetings

Prepare the Draft CMP Plan after the completion of Task 5. The Draft CMP Plan will be submitted to the TPO's Technical Advisory Committee (TAC), Citizens Advisory Committee (CAC), and Bicycle Pedestrian Advisory Committee (BPAC) for review.

Conduct up to six (6) stakeholder meetings with local government staff from St. Lucie County, the City of Fort Pierce, and the City of Port St. Lucie.

Prepare the Final CMP Plan after presenting the Draft CMP Plan to the TPO Committees and TPO Board.

Deliverable: Final report documentation, meeting agendas, meeting summaries.

TASK 3.6

St. Lucie TPO Advanced Air Mobility (AAM) Airspace Feasibility and Planning Study

Project Understanding:

The St. Lucie TPO is seeking to understand the feasibility of implementing airspace corridors to support Advanced Air Mobility operations, including Droneport/Unmanned Aerial Systems (UAS) operations and electric Vertical Takeoff and Landing (eVTOL) vehicles within the TPO.

The scope of services outlined below proposes a technical framework for establishing the feasibility of airspace corridors within the TPO and develops an initial Airspace Flight Corridor Plan in support of AAM operations for the St. Lucie TPO area.

Task 1: Initial Airspace Evaluation

TPO will evaluate the airspace in the Port St. Lucie area with the objective to understand the required infrastructure to support of cargo and/or passenger AAM operations within the community. The findings of the evaluation will be documented and summarized in a technical memorandum, to include the following:

- a. Identification of airspace constraints in the TPO
- b. Opportunities to integrate last mile delivery in support of industrial development in the area
- c. Development a conceptual flight corridor network to support AAM
- d. Development of a simulation model to perform trade-off studies that identify the most feasible airspace corridors, considering traffic, public safety, etc.

Deliverable: Initial Airspace Evaluation Technical Memorandum.

Task 2: Stakeholder Support and Advisory Services

Conduct up to six (6) virtual meetings with regional partners as follows:

- (1) City of Fort Pierce
- (2) City of Port St. Lucie
- (3) Treasure Coast Intl Airport and Business Park
- (4) Industry Stakeholders and OEMs
- (5) FDOT
- (6) FAA

The purpose of these meetings is for TPO to coordinate activities with stakeholders as the AAM concept evolves. This includes planning, updates, and recommendations that are required with local, state, and federal transportation agencies.

TASK 3.7

St. Lucie TPO Spot Speed Studies Scope

Project Understanding:

The FHWA Safe Systems Approach aims to eliminate fatal and serious injuries for all road users. It does so through a holistic view of the road system that first anticipates human mistakes and second keeps impact energy on the human body at tolerable levels. Safety is an ethical imperative of the designers and owners of the transportation system. Humans are unlikely to survive high-speed crashes. Reducing speeds can accommodate human injury tolerances in three ways: reducing impact forces, providing additional time for drivers to stop, and improving visibility.

This scope follows the process established in the FDOT Speed Zoning for Highways, Roads, and Streets manual (August 2018) for providing the traffic engineering procedures that must be followed to evaluate the feasibility of altering the speed limit upward or downward from the current speed limit.

In addition, FDOT has created a new Speed Management chapter in the FDOT Design Manual (FDM). Chapter 202 describes strategies that may be used to achieve desired operating speeds across all context classifications. To this end, FDOT has adopted a Context Classification system comprising eight (8) context classifications. The strategies described in FDM Chapter 202 are national best practices for low-speed facilities and are allowable on arterials and collectors when consistent with the context classification of the roadway.

FDOT has also adopted a process whereby Design Speed for use in roadway engineering is informed by determination of the appropriate Target Speed. Target Speed is the highest speed at which vehicles should operate on a thoroughfare in a specific context, consistent with the level of multi-modal activity generated by adjacent land uses, to provide both mobility for motor vehicles and a supportive environment for pedestrians, bicyclists, and public transit users.

The scope of services outlined below will provide a safe systems approach for evaluating speed on key roadways in St. Lucie County. This scope is intended to apply to arterial and collector streets within the Functional Classification system.

Task 1: Network

Create a map and table of the arterial and collector street network that will be reviewed for existing speed limit data, context classification, appropriate target speed, and speed/volume data collection efforts.

Deliverable: Map and table roadways to be studied.

Task 2: Data Collection

Develop a data collection plan to measure traffic speed at specified locations on arterial and collector roadways within St. Lucie County. The precise data locations will be determined based on discussions between TPO staff, local government partners, and FDOT.

Upon concurrence of the data collection locations, collect up to fifty (50) traffic speed and volume counts on the network defined in Task 1. Speed and volume data will be collected for a continuous 24-hour period at each location during good weather and roadway conditions. Data collection reports for each location will be included in the analysis documentation.

Deliverable: Data collection plan, traffic data collection for speed and volume

Task 3: Analysis

Speed limit analyses will be performed for the identified streets to determine if the criteria outlined in Section 316.189 F.S. support lowering the speed limit. Conduct a contextual analysis to determine an appropriate Target Speed for each network segment studied in Tasks 1 and 2. Analyze common descriptive statistical measures utilized in determining prevailing speeds.

Deliverable: Speed limit analyses, Target Speed analyses

Task 4: Documentation

Develop a brief report for documentation purposes that analyzes the results of the Speed Studies scope. Prepare the draft report documentation. Develop a summary presentation and present to the TPO Committees and TPO Board.

Prepare the Final Speed Studies documentation after presenting the to the TPO Committees and TPO Board.

Deliverable: Final Report documentation; presentation slide deck; meeting summaries.

TASK 3.7

St. Lucie TPO East Midway Road Corridor Study

Project Understanding:

The St. Lucie TPO desires to conduct an operational analysis and safety study for East Midway Road between US-1 and Indian River Drive. According to FDOT's Systemwide Provisional Context Classification (SPCC), East Midway Road is identified as a C4-Urban General context from US-1 to Buchanan Street and C3R-Suburban Residential from Buchanan Street to Indian River Drive. East Midway Road provides connectivity between US-1 and Indian River Drive, and in fact is one of only three roadways that provides connectivity to Indian River Drive between Jensen Beach and Fort Pierce.

East Midway Road also connects to Wetherbee Road/Sunset Boulevard in an intersection with an odd geometry as Wetherbee Road curves adjacent to the East Midway Road intersection. East Midway Road provides access to the S. Lucie County Savannas Recreation Area and will include a future crossing of the East Coast Greenway corridor.

Task 1: Goals and Objectives

In a collaborative effort with local government partners, the TPO will identify a set of goals and objectives to achieve desired outcomes for the East Midway Road Corridor Study.

Deliverable: Goals and objectives memorandum.

Task 2: Data Collection

Traffic data will be collected to establish existing traffic conditions at four (4) key locations within the corridor. Traffic data collection will include continuous 24-hour weekday (Tuesday, Wednesday, or Thursday) roadway volume and speed classification counts. Traffic counts will be collected when schools are in session. All traffic counts will be adjusted to account for seasonal variation using the appropriate Florida Department of Transportation (FDOT) seasonal adjustment factors to represent peak season traffic conditions.

Intersection turning movement counts (TMCs) will be collected at three (3) intersections – East Midway Road @ US-1, East Midway Road at Wetherbee Road, and East Midway Road at Indian River Drive.

In addition to the above listed traffic data, a field review of the study area will be conducted to help identify operational issues. The field review will evaluate operational issues during the weekday A.M. and P.M. peak hours as well as lighting conditions during the evening hours.

Deliverable: Data collection plan, traffic data collection for speed and volume, intersection turning movement counts (TMCs).

Task 3: Safety Analysis

Traffic crash data will be collected using readily available information from Signal Four Analytics.

Crash data will be analyzed to provide a safety review including type, frequency, and severity of crashes that have occurred within the prior five (5) years.

Deliverable: Safety analysis memorandum.

Task 4: Traffic Analysis

Results from the data collection efforts will be summarized and evaluated to determine the existing traffic conditions including traffic patterns, operational issues, and an evaluation of the magnitude of any speeding concerns that may be identified. Graphics will be prepared depicting traffic volumes, 50th percentile speeds, 85th percentile speeds, and speeds exceeding posted speed limit by five (5) or more miles per hour.

Based on the results of the traffic analysis and safety analysis, the TPO will identify a set of recommendations to improve traffic operations, improve safety outcomes, and accommodate multimodal needs along the corridor.

Deliverable: Recommendations memorandum.

Task 5: Documentation

Develop a brief report for documentation purposes that analyzes the results of the East Midway Road Corridor Study. Prepare the draft report documentation. Develop a summary presentation and present to the TPO Committees and TPO Board.

Prepare the Final East Midway Road Corridor Study documentation after presenting to the TPO Committees and TPO Board.

Deliverable: Final Report documentation; presentation slide deck; meeting summaries.

Development of Carbon Footprint Reduction Strategies for St. Lucie County

Scope of Services

Prepared by The Corradino Group, Inc.

INTRODUCTION

St. Lucie County is one of the fastest growing counties in the State of Florida, with some of the highest population growth rates to year 2045. The University of Florida's Bureau of Economic and Business Research (BEBR) estimates that by 2045, St. Lucie County's population can grow to a maximum projection of 566,000. In line with fast-growing population, the travel demand models are estimating congested conditions in 2045. The growing vehicle miles travelled (VMT) statistics are likely to contribute to the higher carbon footprint, primarily caused by the greenhouse gas (GHG) emissions, consisting of Carbon Dioxide (CO₂), Nitrous Oxide (N₂O), and Methane (CH₄). With this background, St. Lucie TPO is pursuing the system wide carbon footprint reduction strategies, for the emissions generated by passenger vehicle travel. The purpose of this work order is to primarily to define and demonstrate strategies that will reduce carbon footprint caused by the GHG emissions generated by automobile traffic. It should be noted that the GHG emissions are generated by a variety of sources, including automobiles, industrial pollution, and the heating and cooling systems, etc. This work order primarily focuses on the transportation related GHG emissions generated by automotive traffic.

GHG emissions are calculated by multiplying the VMT estimates by the corresponding emission factors. For the purpose of this transportation-based analysis, the reductions in VMT attributable to GHG emissions will be used as a surrogate for the emissions calculations. However, it should be noted that not all VMT generated by St. Lucie County is attributable St. Lucie County's growth. The VMT computation that is attributable to St. Lucie County is a complex estimation, dependent on the number of trip origins in St. Lucie County, the number of trip destinations in St. Lucie County, and the number of trips with intermediate stops outside St. Lucie County. In addition, the GHG VMT attributable to St. Lucie County excludes the VMT generated by external-external trips (EE or the Through trips) with both the origin and destination outside St. Lucie County. For example, the VMT generated by through trips on I-95 and the Florida Turnpike are not attributable to St. Lucie County GHG VMT. These are some of the primary differences in how the VMT is estimated in a normal circumstance versus the GHG emissions estimation.

This procedure is well-established by the International Council for Local Environmental Initiatives (ICLEI), which developed the *U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions (Version 1.1, 2013)*. The ICLEI methodology is the state-of-the-art procedure for estimating the GHG emissions. This procedure was used in several studies in California and Florida. The document can be found on ICLEI's website at: [GHG Protocols - \(iclei.org\)](http://www.iclei.org/GHG-Protocols) (Accessed on March 4, 2022). Corradino performed GHG emissions estimation tools using the ICLEI methodologies, for the southeast Florida Region.

In this project, Corradino will develop the tools for St. Lucie County GHG VMT estimation and assess the strategies to reduce the GHG VMT by consideration of various innovative transportation planning strategies.

TASKS

Task 1. Preliminary Analysis and Kick off meeting (Workshop 1):

Corradino will research and gather the latest methodologies in GHG VMT estimation and various carbon footprint reduction strategies. The carbon footprint strategies will primarily include the implementation of the following implementation scenarios:

- a. Mixed-use development
- b. High-density development
- c. Telecommuting
- d. Sustainable transportation strategies
- e. Multimodal strategies
- f. Park-and-ride, carpooling, express buses

Staff Meetings: 1 TPO staff virtual meeting
 Workshop1: First Workshop with the TPO, County and the cities to discuss the initial findings
 Product: Workshop materials
 Start: Immediately after Project Notice to Proceed (NTP)
 Complete: 1-½ months after Notice to Proceed

Task 2. Develop the GHG VMT estimation tool for St. Lucie County:

Corradino will develop the tool that estimates the VMT attributable to the developments in St. Lucie County, by using the TCRPM5 activity-based model outputs. The tool will automate the complex computations involving the trips originating, trips ending in St. Lucie County and the trips with intermediate stops originating/ending in St. Lucie County. The process defined in Appendix D, *U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions (Version 1.1, 2013)*, developed by ICLEI, will be used for this effort.

Staff Meetings: 1 meeting
 Product: The finalized GHG VMT tool
 Start: After the NTP, concurrent with Task 1.
 Complete: 2.5 months after the Notice to Proceed

Task 3. Develop the methodology and define the implementation scenarios:

The detailed methodology of carbon foot-print reduction strategies and the transportation modeling scenarios will be defined here. This will be the first iteration of the analysis and will be performed in coordination with the TPO/partner agencies. Corradino will develop the scenario definitions and will document the methods in a technical memorandum.

Staff Meetings: 1 meeting with TPO staff
 Product: Technical Memorandum
 Start: After completion of Task 1
 Complete: 3 months after Notice to Proceed

Task 4. Model the scenarios and summarize the results:

Using Task 3 methodology, the carbon footprint reduction scenarios will be modeled, and the results will be presented in a workshop (Workshop 2). The TPO will be involved in the scenario testing/modeling

efforts, and some scenario definitions will be adjusted based on early results and interaction with the TPO. The results will be presented in a workshop with the TPO and partnering agencies.

Staff Meetings: 2 progress meetings
 Workshop2: Workshop with the TPO and partnering agencies
 Products: Scenario results summary
 Start: At the completion of Tasks 2 and 3
 Complete: 5 months after Notice to Proceed

Task 5. Finalize scenarios and the strategies:

This task will include final adjustments to the scenarios based on the workshop feedback. The recommended strategies will be documented in a technical memorandum.

wStaff Meetings: 1 Progress meeting
 Public Presentations: 1) St. Lucie TPO Citizens’ Advisory Committee (CAC)
 2) St. Lucie TPO Technical Advisory Committee (TAC)
 3) St. Lucie TPO Bicycle and Pedestrian Advisory Committee (BPAC)
 4) St. Lucie TPO Board

Products: Final technical memorandum with recommended strategies for the carbon footprint reduction.
 Start: At the completion of Task4
 Complete: 6 months after Notice to Proceed

PROJECT SCHEDULE

Task No.	Task Description	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
Task 1.	Preliminary Analysis and Kick off meeting (workshop 1)	■	■	⊖			
Task 2.	Develop the GHG VMT estimation tool for St. Lucie county		■	■			
Task 3.	Develop the methodology and define scenarios			■	■	■	
Task 4.	Model the scenarios and summarize the results				■	■	■
Task 5.	Finalize scenarios and the strategies					■	⊖ ⊕ ⊕
	Total Cost						

★ Project workshops

★ St. Lucie TPO Advisory Committee Public Meetings: CAC, TAC, BPAC

★ St. Lucie TPO Board Meeting

**St. Lucie TPO Sustainable Transportation Study
ACES Network Electric Vehicle Infrastructure Components**

Scope of Services

Prepared by The Corradino Group, Inc.

INTRODUCTION

The importance of transportation to sustainable development is now axiomatic as it has been recognized since 1992 by world leaders United Nations Earth Summit and continues to be among the highest level agenda issues. Sustainable transportation achieves better integration of the economy while respecting the environment, and improving the health, resilience and social equity in cities.

Sustainable transportation refers to any means of mobility that has low impact on the environment, and can include walking, cycling, transit, carpooling, car sharing, and low carbon footprint vehicles. As part of a systematic effort towards sustainable development, the Florida Department of Transportation (FDOT) in implementing USDOT and USDOE initiatives, has begun the development of the Florida **Automated, Connected, Electric and Shared (ACES)** Transportation System Roadmap for improving collaboration and coordination to leverage infrastructure, technology and development, and position Florida as a leader in development and deployment of emerging sustainable transportation technologies. There are four technologies that are the focus of the ACES program:



Automated Vehicles (AV) are vehicles equipped with advanced sensors (radar, LIDAR, cameras, etc.) and computing abilities to perceive surroundings and activate steering, braking, and acceleration actions without operator input. Through the use of AV and CV applications, safety, and mobility for all modes of travel will improve. Further, the AV technology can be used to help maximize the throughput of the existing right-of-way and increase the overall efficiency of roadways, consistent with the recently enacted Bipartisan Infrastructure Law (BIL).



Connected Vehicles (CV) use vehicle-to-vehicle, vehicle-to-infrastructure, and infrastructure-to-vehicle communication to exchange information between vehicles, drivers, the roadside, bicyclists, and pedestrians. CV technology can be used to help maximize the throughput of the existing right-of-way and increase the overall efficiency of roadways, to implement the BIL.



Electric Vehicles (EV) Plug-in electric vehicles have different capabilities that can accommodate different drivers' needs. A major feature of EVs is that drivers can plug them in to charge from an off-board electric power source. This distinguishes them from hybrid electric vehicles, which supplement an internal combustion engine with battery power but cannot be plugged in.



Shared Mobility is shared use of a vehicle, bicycle, or other mode in an innovative transportation strategy that enables users to gain short-term access to mobility on an as-needed basis. Shared mobility includes carsharing, bike-sharing, ridesharing (carpooling and vanpooling), on-demand ride services, and alternative micro-transit services.

The St. Lucie TPO continues to be at the forefront of planning for efficient and green mobility services. The TPO and its partner agencies have begun a *Micro-Mobility Study* that addresses shared mobility, and now will continue to leverage and unify prior, current, and planned efforts to further develop the ACES plan with the most immediately relevant infrastructure needs through the *St. Lucie TPO Sustainable Transportation Study, ACES Network Electric Vehicle Infrastructure Components*. The most readily implementable infrastructure from the perspective of public need, technology acceptance, business model readiness, and funding potential is Electric Vehicle Supply Equipment (EVSE) commonly called charging stations. The study is to be a short range work to coordinate existing efforts and identify new opportunities toward “shovel-ready” projects that are eligible for high-priority funding through the BIL, coordination with new development, and other sources.

Consistent with the short-term time horizon for implementable projects, the primary focus of the *St. Lucie TPO Sustainable Transportation Study, ACES Network Electric Vehicle Infrastructure Components* will be the EV infrastructure component of the ACES network, specifically public EVSE for in-road, en-route and destination locations.

TASKS

Task 1. Review and Inventory Existing ACES Plans

We will meet in-person or virtually with St. Lucie TPO staff and relevant City and County, as well as neighboring county staff in Martin County and Indian River County staff to fully identify and review the ACES EVSE map, identify updates to the TPO's *Electric Vehicle Charging Station Plan*, and identify other relevant efforts. We will also inventory existing land uses and development to identify possible ACES gaps and opportunities for additional locations that meet the criteria for people to use the infrastructure within proximity to major in-road and en-route locations for private, shared and public vehicles. As part of this task, we will also review the BIL and other funding sources for funding priority criteria. The findings and mapping will be documented in a Technical Memorandum to include a summary of key findings and funding matrix.

Staff Meetings: 2 TPO staff virtual meetings: 1) kick-off meeting, 2) findings review
 Product: Technical Memorandum
 Start: immediately after Project Notice to Proceed (NTP)
 Complete: 1-½ months after Notice to Proceed

Task 2. Prioritize ACES EVSE Infrastructure

Based on the findings of Task 1, we will create a plan for ACES EVSE network that accounts for: existing identification on the St. Lucie ACES network plan, nearby in-road EVSE plans in Martin County and Indian Creek County, ability for projects to be funded in the short-term, technology ready, existing latent demand, development opportunities, barriers to implantation. The work will be mainly comprised of GIS analysis, then verified with on-ground field work. Priorities will be established on the basis of immediacy of need, opportunities for implementation, location characteristics, and potential for funding.

Staff Meetings: 1 meeting at the beginning of Task 2, and 1 meeting at the completion of the work to present and discuss the draft priorities matrix
 Product: Technical Memorandum with a project priority matrix
 Start: after completion of Task 1 and meeting with TPO staff
 Complete: 3 months after Notice to Proceed

Task 3. Identify Gaps and Opportunities for Additional ACES EVSE Infrastructure

Concurrent with Task 2, we will identify additional nodes for ACES EVSE network that accounts for: the same criteria as used in Task 2, with greater focus on using the criteria of the TPO's Electric Vehicle Charging Station Plan to identify additional public EVSE. As for Task 2, the work will also be comprised of GIS analysis, then verified with on-ground field work and with the addition to contact with property management as necessary. The added ACES network nodes will be prioritized and added to the final list.

Staff Meetings: 1 meeting with TPO staff to discuss lessons learned
 Product: Technical Memorandum summarizing key findings, GIS files, and presentation
 Start: after completion of Task 1 and meeting with TPO staff
 Complete: 3 months after Notice to Proceed



Task 4. Priority Project List

Recommendations will be developed as a priority list with individual project tear-off sheets, and bound into a single report. The draft report, along with a presentation will be provided to St. Lucie TPO staff for review by the fourth month after the Notice-to-Proceed, ready for inclusion on the agendas of the St. Lucie TPO Citizens Advisory Committee (CAC), Technical Advisory Committee (TAC) and Bicycle and Pedestrian Advisory Committee (BPAC). After receiving input from the advisory committees, we will include summaries of comments and requests from each committee, and provide to the TPO staff for their input regarding any changes that should be made to the final report. The final priority list will be provided to the TPO staff by the fifth month after the Notice-to-Proceed for inclusion on the agenda of the next St. Lucie TPO board meeting.

Staff Meetings: 2 meetings: 1) review draft report; 2) review final advisory committee comments
 Public Presentations: 1) St. Lucie TPO Citizens' Advisory Committee (CAC)
 2) St. Lucie TPO Technical Advisory Committee (TAC)
 3) St. Lucie TPO Bicycle and Pedestrian Advisory Committee (BPAC)
 4) St. Lucie TPO Board
 Products: Draft Report, presentations and Final Report
 Start: at the completion of Tasks 2 and 3
 Complete: 6 months after Notice to Proceed

PROJECT SCHEDULE

St. Lucie TPO Sustainable Transportation Plan ACES Network Electric Vehicle Infrastructure	Month 1 2022	Month 2 2022	Month 3 2022	Month 4 2022	Month 5 2022	Month 6 2022
Task 1. Review & Inventory Existing ACES Plans; Review BIL and identify funding						
Task 2. Prioritize ACES EVSE Infrastructure						
Task 3. Identify Gaps and Opportunities for Additional ACES EVSE Infrastructure						
Task 4. Project Priority List						
TOTAL						

 St. Lucie TPO Advisory Committee Public Meetings: CAC, TAC, BPAC
 St. Lucie TPO Board Meeting

TASK 4.1

MEMORANDUM OF UNDERSTANDING BETWEEN THE MARTIN METROPOLITAN PLANNING ORGANIZATION, THE INDIAN RIVER METROPOLITAN PLANNING ORGANIZATION AND THE ST. LUCIE TRANSPORTATION PLANNING ORGANIZATION

This Memorandum of Understanding is entered into on the 9th day of September, 2021, by and between the Martin Metropolitan Planning Organization (hereinafter referred to as "MMPO"), the Indian River Metropolitan Planning Organization (hereinafter referred to as "IRMPO") and the St. Lucie Transportation Organization (herein referred to as "TPO"), all constituting a public agency as defined in Part I of Chapter 163, Florida Statutes.

WITNESSETH:

Whereas the Sebastian/Vero Beach Urbanized Area (represented by the Indian River MPO) and the Port St. Lucie Urbanized Area (represented by the St. Lucie TPO and Martin MPO) have, as a result of the 2010 Census, been determined to be contiguous to one another; and

Whereas, the three parties have agreed to cooperate in the development of a 2045 Regional Long Range Transportation Plan (RLRTP) for Martin, St. Lucie and Indian River counties; and

Whereas, the Martin Metropolitan Planning Organization (MMPO) has agreed to act as the Lead Agency, to contract with one of its General Planning Consultants (GPC) and to manage the overall project budget and milestones; and

Whereas, the MMPO has agreed to pay up to and no more than \$20,000 towards the cost of developing the Plan; and

Whereas, the IRMPO has agreed to pay up to and no more than \$20,000 towards the cost of developing the Plan; and

Whereas, the TPO has agreed to pay up to and no more than \$20,000 towards the cost of developing the Plan; and

Whereas, the Florida Department of Transportation (FDOT) has agreed to provide technical staff support, to conduct the transportation modeling and to update the freight component of the 2040 RLRTP.

NOW, THEREFORE, the three parties, in reliance upon the above facts and in consideration of the mutual promises and covenants contained herein, do hereby agree as follows:

1. The MMPO will contract with one of its GPCs, subject to approval by IRMPO and TPO, for development of a Regional Long Range Transportation Plan (RLRTP) to benefit all three parties in accordance with Exhibit A "Scope of Services" which is attached hereto and incorporated herein. Since the source of funds will consist of federal highway planning (PL) funds from each of the three parties, all contractual provisions required by USDOT will be incorporated into the RLRTP contract by the MMPO. Once a final contract and project schedule is developed, such contract and project schedule will be provided to IRMPO and TPO for review and comment. Any comments shall be submitted to the MMPO within ten (10) business days after receipt of such contract and project schedule by IRMPO and TPO.

2. The IRMPO acknowledges and agrees that it will be liable and shall pay to the MMPO its share of the cost for the RLRTP in the amount of Twenty Thousand Dollars (\$20,000). IRMPO agrees to pay MMPO Ten Thousand Dollars (\$10,000) (half) upon completion by the GPC of Tasks 1.0 thru 5.0, as more particularly described in Exhibit A and to pay Ten Thousand Dollars (\$10,000) upon completion of Tasks 6.0 thru 11.0, as more particularly described in Exhibit A.

3. The TPO acknowledges and agrees that it will be liable and shall pay to the MMPO its share of the cost for the RLRTP in the amount of Twenty Thousand Dollars (\$20,000). TPO agrees to pay MMPO Ten Thousand Dollars (\$10,000) (half) upon completion by the GPC of Tasks 1.0 thru 5.0, as more particularly described in Exhibit A and to pay Ten Thousand Dollars (\$10,000) upon completion of Tasks 6.0 thru 11.0, as more particularly described in Exhibit A. A task shall be considered complete when the materials/deliverables associated with a task, as more particularly described in Exhibit A, are accepted by the MMPO in accordance with Section 4 of this Memorandum of Understanding.

4. The MMPO shall review all materials or deliverables submitted for the RLRTP and either preliminarily accept or disapprove same. If approved, MMPO shall send such materials/deliverables for IRMPO and TPO review. IRMPO and TPO shall have 10 business days after the receipt of such materials/deliverables to object or provide comments to MMPO's approval. If IRMPO and TPO do not object or provide comments prior to the expiration of this time period, MMPO shall accept such materials or deliverables. If IRMPO or TPO object and/or provide comments prior to the expiration of this time period, MMPO's approval shall be considered withdrawn, and the materials/deliverables subsequently shall not be approved by the MMPO until the objection and/or comments are addressed to the satisfaction of the IRMPO and TPO.

5. Disputes under this Agreement may be resolved by the parties' authorized representatives. If such Authorized Representatives are unable to reach

a resolution and the parties agree that the issue is of sufficient merit, the parties may select a mediator mutually acceptable to all parties to conduct a mediation of the issues involved and make a recommendation to the parties. The parties agree to be responsible for their respective costs and fees incurred during the mediation and that the mediator's fees and costs shall be paid in equal amounts by each party.

6. A Regional Plan Management Team (RPMT), composed of the MMPO, IRMPO and TPO and Florida Department of Transportation (FDOT) Staff will meet and oversee the development of the RL RTP in accordance with a mutually agreed upon schedule.

7. This agreement may be amended only by written agreement of the three parties. A party requesting amendment of the Agreement must propose such amendment in writing to the other party at least thirty-days (30) prior to the proposed effective date of the amendment.

8. This Agreement incorporates and includes all prior and current negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior and current representatives or agreements, whether oral or written.

9. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent be held invalid or unenforceable for the remainder of this agreement, then the Application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected, and every other term and provision of this agreement shall be deemed valid and enforceable to the extent permitted by law.

10. Any notice, request, demand, consent, approval or other communication required or permitted by this Agreement shall be given or made in writing and shall be served (as elected by the party giving such notice) by one of the following methods: (i) e-mail (ii) hand delivery to the other party; (iii) delivery by commercial overnight courier service; or (iv) mailed by registered or certified mail (postage prepaid), return receipt requested. For purposes of notice the addresses are:

MMPO

Martin MPO

Beth Beltran, MPO Administrator
3481 SE Willoughby Blvd., Suite 101
Stuart, FL 34994

IRMPO:

Indian River MPO

Brian Freeman, MPO Staff Director
Administration Building A
1801 27th Street
Vero Beach, FL 32960

TPO:

St. Lucie TPO

Peter Buchwald, Executive Director
466 SW Port St. Lucie Blvd., Suite 111
Port St. Lucie, FL 34953

Notice given in accordance with the provision of this paragraph shall be deemed to be delivered and effective of the date of the e-mail or the date of hand delivery.

11. The Project Manager for the MMPO is Beth Beltran, MPO Administrator, 3481 SE Willoughby Blvd., Suite 101, Stuart, FL 34994, telephone number (772) 221-1498. The Project Manager for the IRMPO is Brian Freeman, MPO Staff Director, Administration Building A, 1801 27th Street, Vero Beach, FL 32960, (772) 226-1990. The Project Manager for the TPO is Peter Buchwald, Executive Director, 466 SW Port St. Lucie Blvd., Port St. Lucie, FL 34953; telephone number (772) 462-1593.

12. In the event one of the parties materially breaches this Agreement and does not comply with the covenants contained herein, there shall arise in the other parties the right of unilateral termination of this Agreement. Following 30 days notice to the breaching party and a failure of the breaching party to remedy such breach within said 30 days following notice, or within such additional time as the parties may agree, the other terminating party(ies) may take action at a scheduled public meeting to terminate this Agreement. The breaching party shall be liable to the other party(ies) for all costs or damages incurred by the other party(ies) as a result of the breach of this Agreement by the breaching party.

13. Unless otherwise terminated as provided herein, this Agreement shall terminate upon final acceptance of the Plan by the parties.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding on the date indicated above with an effective ^{9th} date of September, 2021.

ATTEST:

Martin Metropolitan Planning Organization

By: 

By: 

Name: Beth Beltran

Title: MPO Administrator

ATTEST:

Indian River Metropolitan Planning Organization

By: 

By: 

Name: Brian Freeman

Title: MPO Staff Director

ATTEST:

St. Lucie Transportation Planning Organization

By: 

By: 

Name: Peter Buchwald

Title: Executive Director

**MARTIN METROPOLITAN PLANNING ORGANIZATION
AGREEMENT FOR CONTINUING SERVICES**

RFP # 2019-3099

**Kimley-Horn and Associates, Inc.
Scope of Services – Task Order No. 6
2045 Regional Long Range Transportation Plan
For Martin and Indian River Metropolitan Planning Organizations (MPOs) and St Lucie
Transportation Planning Organization (TPO)**

The 2045 Regional Long Range Transportation Plan (RLRTP) for the Treasure Coast Transportation Council (TCTC) will update the 2040 RLRTP and build upon the 2045 Long Range Transportation Plans (LRTPs) for the three M/TPOs. The 2045 RLRTP will be complementary, with the LRTPs focused on the community/county level and the RLRTP focused on the regional level. The intent is for the four plans together to provide for a complete transportation system, well integrated with land use, able to meet community/county level and regional level transportation needs.

Task 1.0 Project Management and Schedule Coordination

This task will focus on project management and schedule coordination. Consultants available under existing contracts with the M/TPOs and/or the Florida Department of Transportation will be utilized to complete tasks in the scope of services as a team (Consultant Team). A Regional Plan Management Team (RPMT), composed of representatives from the three M/TPOs and FDOT, will oversee development of the 2045 RLRTP following an agreed upon schedule. The Treasure Coast Technical Advisory Committee (TCTAC) will serve in a technical advisory role to the TCTC, the final decision-making body for the plan. The TCTAC also will serve in a coordination role between the 2045 RLRTP and the 2045 LRTPs being developed by the three M/TPOs.

Deliverable: Project schedule.

Task 2.0 Project Initiation and Data Compilation/Review

This task will include conducting kickoff activities to inform the M/TPO advisory committees and boards about the 2045 RLRTP and initiating interactions between the Consultant Team and the TCTAC and the TCTC supporting development of the plan.

The task will involve having the Consultant Team compile and review documents and data relevant to development of the 2045 LRTPs, including land use, population and employment data, as well as regional model data. The Consultant Team will summarize findings from the review, and bring any actual or potential conflicts or inconsistencies between or among the documents and data reviewed to the RPMT and, subsequently, the TCTAC, if necessary. This effort will draw upon document/data compilations and reviews done for the three 2045 LRTPs. This task will include preparation of a summary of regional trends and conditions to set the context for Task 3.0.

Deliverable: Written summary of updated Regional Trends and Conditions.

Task 3.0 Regional Goals, Objectives, and Performance Measures

This task will involve updating the goals, objectives, and performance measures of the 2040 RLRTP by reviewing the goals, objectives, and performance measures from the three 2045 LRTPs including

consideration of the emphasis placed on performance-based planning and programming in the Fixing America's Surface Transportation (FAST) Act.

Deliverable: Written Summary of updated Regional Goals, Objectives and Performance Measures.

Task 4.0 Regional Multimodal Transportation System

This task will involve updating the 2040 regional multimodal transportation system that will be depicted on a map, based on the 2045 LRTPs, including the designated Strategic Intermodal System (SIS). The task will present an opportunity to update the intermodal and multimodal regional corridors and hubs.

Deliverable: DRAFT Regional Map depicting 2045 Regional Transportation Corridors and the designated SIS, in 11x17 printed color format plus digital GIS layer files.

Task 5.0 Regional Public Involvement

The purpose of this task will be to produce and distribute a fact sheet or brochure explaining the 2045 RL RTP's purpose and how it will be developed and be complementary to the 2045 LRTPs.

Deliverable: Printed 2-page color fact sheet/brochure plus digital file for distribution and reproduction purposes.

Task 6.0 Regional Needs Assessment

This task will involve updating the 2040 RL RTP multimodal needs assessment based on the multimodal needs assessments done for the three 2045 LRTPs, including the modeling criteria and other methods used by each M/TPO to identify needs. It will include utilization of the 2045 socioeconomic data developed for the 2045 LRTPs, the Existing + Committed (E+C) Network generated for the 2045 LRTPs using TCRPM 5, and modeling criteria appropriate for updating the needs on the regional multimodal transportation system. Needed projects will be updated based on analysis of the regional multimodal transportation system, and will include appropriate regional projects identified in current plans including the LRTPs, modal plans and SIS plans. The Regional Needs Assessment will update the needs for highways, regional transit and access to regional transit (Task 7.0), and regional freight movement (Task 8.0). It will update the regional level needs involving greenways, waterways, and park and ride lots for commuters. It will consider the effects of implementing Transportation Demand Management and Transportation Systems Management and Operations/Intelligent Transportation Systems programs and projects. Planning level cost estimates, including operations and maintenance costs, for projects on the regional 2045 needs map produced under this task will be assembled. The mapped projects will be prioritized using the regional project prioritization process developed for the 2040 RL RTP and updated in Task 9.0.

Note: The modeling activities associated with this task will be completed by FDOT and its consultant in coordination with the Consultant Team. Within 6 weeks of receiving notice to proceed on Task 6.0, FDOT will complete up to 4 different model scenario runs using the TCRPM 5 model, with results documented in a technical memorandum for inclusion in the Regional Long Range Transportation Plan.

Task 7.0 Regional Transit and Non-Motorized Transportation Component

This task will involve updating the regional transit vision of the 2040 RL RTP with the transit development plans (TDPs) for Martin, St. Lucie, and Indian River counties as a group. It will continue with an update of the components addressing transit, particularly beyond the 10-year planning horizon for TDPs, and non-motorized modes in the 2045 LRTPs for the three M/TPOs. It will include

providing opportunities for engagement by and input from the Treasure Coast Transit Meeting. Any connectivity gaps across county lines from the 2045 LRTPs and TDPs will be identified, and additional analysis will be conducted to update the regional transit vision (e.g., on trip origins and destinations from a regional perspective).

Deliverable: Updated Regional Transit map and Regional Non-Motorized Transportation map.

Task 8.0 Regional Freight Component

The purpose of this task is to update the 2040 RL RTP Freight Element to address freight movement from a regional perspective and in relation to land use. The task will start with consideration of prior and current plans and studies completed since the 2040 RL RTP Freight Element was completed pertinent to freight movement within and through the tri-county region and a review of components in the three 2045 LRTPs addressing freight movement. It will involve updating the information and conducting analysis (e.g., on logistics infrastructure, freight-related land uses, and economic impact), updating the needs and priorities, and updating the strategies and recommendations. It will include coordinating with other freight-related initiatives within or affecting the region and providing opportunities for engagement by and input from freight and other interested stakeholders as the component is updated. The Regional Freight Plan will be a multimodal plan and update the projects needed not only for trucks moving freight on the roadway network, but also projects that facilitate more efficient movement of freight on railroads and through the seaports and airports.

Note: This task will be completed by FDOT and its consultant in coordination with the Consultant Team.

Task 9.0 Regional Project Prioritization

This task will involve updating the regional project prioritization process from the 2040 RL RTP by reviewing the project prioritization processes in the 2045 LRTPs. The updated process will be applied to all needs on the updated regional multimodal transportation system through 2045 to create an updated list of regional project priorities. This list will position the region to advocate more effectively for additional resources..

Deliverable: Updated GIS Regional Needs Assessment Map depicting 2045 Regional Transportation Corridors, including transit and non-motorized facilities, as well as the SIS, in 11x17 printed color format plus digital GIS layer files and a Ranked List of Projects that are shown on the updated Regional Needs Assessment Map.

Task 10.0 Regional Revenue Resources

This task will focus on updating the existing and potential revenue sources for constructing, operating, and maintaining projects on the updated regional multimodal transportation system. It will include a review of the 2045 estimates of state and federal revenues provided to the three M/TPOs for development of their 2045 LRTPs, financial/revenue analyses done for the three 2045 LRTPs, and revenue estimates for projects on the Strategic Intermodal System (SIS) in the tri-county region.

Deliverable: Documentation of the updated State and Federal Revenue sources for the three M/TPOs by time band of the long range planning horizon. Updated list of potential additional revenue sources.

Task 11.0 Meetings and Documentation

This task will summarize the products and technical documentation to be completed. Those products and the technical documentation will serve as the basis for producing the 2045 RL RTP, an executive summary, and a 2045 RL RTP brochure under this task. The draft 2045 RL RTP will be presented to

the three M/TPOs, the TCTAC and the TCTC for review and comment. The final version of the plan will be presented to the TCTAC for endorsement and to the TCTC for adoption.

Deliverable: RL RTP written Plan, with Executive Summary; Presentations to the three M/TPOs, TCTAC and TCTC.

Proposed Schedule

The project will be completed by and a final invoice for the project will be received by June 1, 2022.