

# Gainesville & Alachua County Transportation Planning Organization

*Connecting communities*

## Unified Planning Work Program

Effective Date: July 1, 2026 – June 30, 2028

Adopted \_\_\_\_\_

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**The preparation of this report was performed by the Gainesville & Alachua County Transportation Planning Organization doing business as (DBA) and serving in its role as the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (MTPO) and has been financed in part through grants from the Florida Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, and the United States Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, United States Code as well as Alachua County and the City of Gainesville. The contents of this report do not necessarily reflect the official views or policy of the United States Department of Transportation.**

### ***Title VI Nondiscrimination Statement***

*It is the policy of the Gainesville & Alachua County Transportation Planning Organization (TPO) that no person shall, on the basis of race, color, national origin, sex, age, disability, familial status, religious status, marital status, sexual orientation, or gender identity, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any TPO programs or activity.*

**Florida Department of Financial Services Cost Analysis Certification**

**[HOLD FOR COST ANALYSIS  
CERTIFICATION STATEMENT]**

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# Introduction

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The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (the “MTPO”) has been expanded its geographic boundary to include the entirety of Alachua County, which, according to the 2020 United States Census, had a population of approximately 278,000. Effective June 5, 2023, the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) announced that all urbanized areas with populations greater than 200,000 are identified as Transportation Management Areas (TMA), which are subject to and eligible for special transportation planning and programming requirements and funding. Therefore, the MTPO became a TMA. Subsequently, the MTPO Board reconsidered the name of the organization at its February 2, 2026, meeting and approved a name change from the “Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area” to the “Gainesville & Alachua County Transportation Planning Organization” (GACTPO).

## **A. UPWP Definition and Purpose**

The Code of Federal Regulations (CFR) defines a Unified Planning Work Program (UPWP) as “a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, timeframes for completing the work, the cost of the work, and the source(s) of funds.” [23 CFR 450.104]. Federal and state regulations require the GACTPO to develop a UPWP to serve as the TPO’s transportation planning work program which identifies the planning budget and tasks the TPO will perform over the two (2) state fiscal years.

This Unified Planning Work Program, prepared in accordance with state and federal regulations, has been prepared for fiscal years July 1, 2026 to June 30, 2027 (Year 1) and July 1, 2027 to June 30, 2028 (Year 2), and outlines the tasks to be performed with funds under Title 23 Sections 134 (Metropolitan Transportation Planning) and 135 (Statewide Transportation Planning), as well as Title 49 (Public Transportation). This UPWP also serves to define planning tasks and activities for the public as well as public officials and agencies that contribute funds and in-kind services and resources to the transportation planning process.

The UPWP contains seven (7) primary tasks or elements that provide the framework for the work program. Within each Task/Element, the subtasks further define the planning activities, including products, projects, and plans. Any UPWP planning tasks funded in partnership agency is identified as a “Joint Planning Task”, established through an Agreement or Memorandum of Understanding (MOU) between the parties. At this time, the GACTPO is not proposing any tasks that will be funded by a Joint Planning Agreement. It is the obligation of the UPWP to reflect and incorporate State and Federal Planning Priorities and Factors, as further elaborated herein.

## **B. Overview of Local and Regional Comprehensive Transportation Planning Activities**

Comprehensive transportation planning studies and activities within the GACTPO are in response to and intended to meet the communities’ transportation and mobility needs with a greater emphasis on safe, efficient, and connected multimodal transportation systems to provide accessibility to essential services, sustainability, and health of the community and natural resources through a strategic built environment with the end-user in mind.

This UPWP is therefore guided by the adopted 2050 Long Range Transportation Plan, adopted comprehensive plans of Alachua County and its municipalities and plans prepared or adopted by Regional Transit System (RTS), the University of Florida (UF), Gainesville Regional Airport (GRA), Alachua County School Board (ACSB), and the Florida Department of Transportation (FDOT) Work Program.

## C. Planning Tasks and Priorities

The planning work tasks required to be included in the UPWP are those necessary to meet the transportation planning needs of the TPO Transportation Management Area and to provide a level of proficiency and efficiency necessary for continued certification by the federal agencies involved and for eligibility to receive federal funds to implement transportation projects within the TPO's Long Range Plan. This UPWP's seven (7) Tasks to be performed under Title 23 United States Code and 49 United States Code, Chapter 53, are summarized below and detailed later in this document.

*Task 1 Administration & Management.* This Task involves the tasks and budgeting required to manage the transportation planning process on a continual basis, including program administration, development, review and reporting, anticipated staff development, and an annual single audit. This Task also includes addressing federal TMA certification, conducting the FDOT annual certifications, and/or participating in the US Census activities. All administrative costs associated with conducting the metropolitan planning processes in conformance with applicable federal and state regulations and to ensure the maintenance of a continuing, cooperative, and comprehensive transportation process for the TMA and to develop the UPWP, including monitoring and maintaining grants and contract agreements and regularly invoicing for grant reimbursements are captured in a single administrative tasks with sub-tasks as necessary.

*Task 2 Data Development and Management.* This Task includes collection, sharing, and maintenance of and up-to-date inventory of planning and transportation data, which includes but is not limited to, land use, travel patterns, travel mode, transit ridership, and socio-economic and demographic statistics based on best available data. Data will be developed using travel demand forecasting, field work, and other best management practices.

*Task 3 Transportation Improvements Program (TIP).* This Task involves the development and maintenance of a 5-Year Transportation Improvements Program that must be consistent with the Long Range Transportation Plan and Statutes. The TIP is a multi-year, multimodal investment plan for the implementation of improvements and projects developed pursuant to 23 CFR part 450 and Title 23 USC 134(h) and Section 339.175, Florida Statutes.

*Task 4 Long Range Transportation Plan (LRTP).* This Task involves the development and maintenance of the TPO's 25-year vision as established in a Long Range Transportation Plan. The current 2050 Long Range Transportation Plan was adopted by the Board in 2024 and serves as a roadmap for transportation investments priorities focusing on enhancing mobility and maintaining a safe, efficient, connected, and reliable transportation infrastructure system to serve all modes and users to support economic growth and community and housing needs for the TMA. The LRTP must be reviewed and updated every five (5) years, and efforts to begin the next LRTP is anticipated to begin in 2028.

*Task 5 Special Projects Planning.* This Task is related to non-recurring planning projects or activities that do not fit easily into the other categories, such as feasibility studies, corridor studies, municipal plans, or resiliency or sustainability plans. This Task also involves coordination with and assistance to those local agencies conducting studies of interest to the TPO and area-wide transportation improvements that enhance or promote the county's intermodal and intramodal facilities.

*Task 6 Public Engagement.* This Task is focused on identifying and implementing innovative strategies to inform the public of meetings and opportunities to provide input and ask questions in order to improve the planning and decision-making processes that strengthen communities and regional partnerships.

*Task 7 Systems Planning.* This Task is intended to promote an integrated program to optimize transportation infrastructure performance through the development and implementation of services and projects that preserve or enhance capacities of existing facilities and improve the safety, security, enforcement, education, and reliability of the TMA's multimodal transportation system.

The Gainesville & Alachua County Transportation Planning Organization emphasizes the following planning priorities:

- Implement a robust Public Participation Plan to inform the public and obtain their input into the transportation planning process to support community livability,
- Develop an accurate, reasonable and implementable Transportation Improvement Program that responds to the communities' need for reliable and accessible transportation choices through a multimodal transportation system,
- Increase economic vitality within the TPO TMA, especially by improving system efficiency and connectivity to increase the area's global competitiveness in the global marketplace,
- Increase the efficiency, sustainability, accessibility, and connectivity of transportation systems for both motorized and non-motorized users to get to their destinations safely,
- Decrease congestion along roadways to improve air quality and quality of life, protect and promote energy conservation, and provide consistency between TPO plans and State and local planned growth and strategic plans,
- Emphasize the preservation of the existing transportation system,
- Provide enhanced and reliable transit and other public transportation services and use, including identifying and implementing bicycle and pedestrian-friendly first/last mile improvements, and
- Support investments that enhance TMA visitors' mobility experience throughout the county.

## **D. Public Involvement Process and Title VI**

Public involvement during the development of this UPWP was accomplished through online platforms and in-person meetings. The draft UPWP was presented at the Bicycle/Pedestrian Advisory Board, Citizens Advisory Committee, Technical Advisory Committee, and TPO Board meetings, which are all open to the public. Announcements of these meetings were posted on the TPO, Alachua County, City of Gainesville, and RTS websites and in the Gainesville City Hall and Alachua County Administration Bulletin.

Members of the public were encouraged to and had opportunities to ask questions and provide input. TPO staff also coordinated with state and federal agencies to ensure that planning activities and projects are eligible for funding. Public comments, input from transportation providers and stakeholders, and comments from FDOT, FHWA, and FTA on the Draft UPWP were considered when finalizing the document for Board action, with public notice provided in accordance with the Public Participation Plan. A summary of public and agency feedback received is provided in Appendix I.

The Unified Planning Work Program, including its preparation and development, complies with the public involvement provisions of Title VI, which states: *No person in the United States shall, on grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.* The TPO has adopted a Title VI Policy Statement and has also adopted a Title VI Complaint Process/Procedure. Appendix D includes the GACTPO's Title VI information and certifications and assurances.

## **E. Planning Emphasis Areas**

The Planning Emphasis Areas for the Gainesville & Alachua County Transportation Planning Organization are a

combination of Federal and State Emphasis Areas.

### *United States Department of Transportation*

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) Offices of Planning have issued updated federal Planning Emphasis Areas. Following the approval of the Bipartisan infrastructure Law in 2021, the United States Department of Transportation released the following seven (7) new planning emphasis areas:

- Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future - 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,
- Complete Streets - To work with the Florida Department of Transportation and providers of public transportation to review current policies, rules and procedures to determine their impact on safety for all road users. This effort will work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles,
- Public Involvement - 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,
- Strategic Highway Network/U.S. Department of Defense Coordination - To coordinate with representatives from United States Department of Defense in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to Department of Defense facilities,
- Federal Land Management Agency Coordination - To coordinate with Federal Land Management Agencies 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,
- Planning and Environment Linkages - To implement Planning and Environment Linkages as part of the transportation planning and environmental review processes, and
- Data in Transportation Planning - To incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs.

Full descriptions of the new United States Department of Transportation planning emphasis areas are in Appendix E.

### *Florida Department of Transportation*

The Florida Department of Transportation also released the following updated planning emphasis areas in 2021:

- **Safety** – To place a top priority on safety, with the state target of zero fatalities and serious injuries. In addition to adopting safety targets, the GACTPO must show how its Long Range Transportation Plan and priority projects in its Transportation Improvement Program (TIP) support progress toward the safety targets. The UPWP should consider enhancements to data analyses and community involvement to better inform the identification and prioritization of safety projects;
- **Resilience** - To address resilience within every planning document; place emphasis on coordination with agency partners responsible for natural disaster risk reduction, or who may be developing local resilience

planning initiatives; and consider the additional costs associated with reducing vulnerability of the existing transportation infrastructure in order to develop planning documents that are ultimately more realistic and cost-effective; and

- **Emerging Mobility** - To address advances in transportation technologies and support the implementation of the seven Florida Transportation Plan goals, the Unified Planning Work Program should recognize the important influence of emerging mobility on the multimodal transportation system and include related planning studies, collaboration efforts, research, or other activities.

Full descriptions of the updated Florida Department of Transportation planning emphasis areas are in Appendix E. Appendix E also includes Florida Department of Transportation District 2 Planning Activities.

## **F. Performance-Based Approach**

The GACTPO planning process will provide for the establishment and use of a performance-based approach to transportation decision-making to support national goals. Later in this document, the performance-based approach is used to identify measurable products for individual UPWP work tasks.

The GACTPO has implemented the Fixing America's Surface Transportation Act performance measures and target setting requirements into its planning process, including its long-range transportation plan and transportation improvement program. In addition, its List of Priority Projects and this UPWP address the federal performance measures. The GACTPO has coordinated with the Florida Department of Transportation and the City of Gainesville Regional Transit System regarding the establishment of performance measures and target setting.

Within this UPWP, the GACTPO addresses the federal performance measures in:

- Task 1 - Administration - Development, maintenance, evaluation and monitoring of performance measures and targets in the transportation planning process and planning documents;
- Task 3 - Transportation Improvement Program - Identification, evaluation and monitoring reporting of performance measures and targets as related to federal and state-funded projects from the Florida Department of Transportation Work Program that are identified in the Transportation Improvement Program;
- Task 4 - Long-Range Transportation Plan - Identification, evaluation and monitoring reporting of performance measures and targets as related to proposed federal and state-funded projects that are identified in the Long-Range Transportation Plan; and
- Task 7 - System Planning - Identification of performance measures and targets as related to proposed federal and state-funded projects and the project prioritization process for the List of Priority Projects.

## **G. Ten Federal Planning Factors**

Implementation of the transportation planning process addresses and is consistent with the Ten Federal Planning Factors, listed below, as required by the Fixing America's Surface Transportation Act.

- FACTOR 1 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
- FACTOR 2 The metropolitan transportation planning process shall provide for consideration of projects and

strategies that will increase the safety of the transportation system for motorized and nonmotorized users.

- FACTOR 3 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the accessibility and mobility options available to people and for freight.
- FACTOR 4 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will protect and enhance the environment, promote energy conservation, promote consistency between transportation improvements and State and local planned growth and economic development patterns and improve quality of life.
- FACTOR 5 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
- FACTOR 6 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will promote efficient system management and operation.
- FACTOR 7 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will emphasize the preservation of the existing transportation system.
- FACTOR 8 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the security of the transportation system for motorized and nonmotorized users.
- FACTOR 9 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
- FACTOR 10 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will enhance travel and tourism.

Integral to a continuous, cooperative, and comprehensive metropolitan planning process is the consideration and implementation of the projects, strategies, and services into the UPWP that will address the federal planning factors. The matrix below shows the relationship between the Ten Federal Planning Factors by the work tasks.

Task	Federal Metropolitan Planning Factor									
	1	2	3	4	5	6	7	8	9	10
	Economic Vitality	Safety	Mobility	Environment	Connectivity	Operational Efficiency	System Preservation	Security	Resiliency & Reliability	Travel & Tourism
1.0 Administration	X	X	X	X	X	X	X	X	X	X
2.0 Data Collection	-	-	-	-	-	X	X	X	X	X
3.0 Transportation Improvement Program	X	X	X	X	X	X	X	X	X	X
4.0 Long-Range Transportation Plan	X	X	X	X	X	X	X	X	X	X
5.0 Special Projects Planning - Bicycle/Pedestrian Master Plan	X	X	X	X	X	X	X	-	X	X
6.0 Public Participation	X			X	X	-	-	-	-	-
7.0 Systems Planning	X	X	X	X	X	X	X	X	X	X

## H. Cost Allocation Plan and Indirect Costs

The GACTPO does not use a cost allocation plan for indirect costs. Instead, all costs are direct costs charged to budget line items. Staff services, which were previously provided by the North Central Florida Regional Planning Council through a professional staff services agreement, are provided by Alachua County through a Staff Services Agreement. Details are described in the Estimated Budget Tables as Consultant Services.

## I. Soft Match and In-Kind Financial Contribution

Section 120 of Title 23, United State Code, permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized under Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized under Chapter 53 of Title 49, United States Code. This is in essence a "soft-match" provision that allows the federal share to be increased up to 100 percent to the extent credits are available. The soft match amount being utilized to match the Federal Highway Administration funding in the Unified Planning Work Program is 18.07 percent of Federal Highway Administration program funds for a total of \$502,273.

In addition to funding from the Federal Highway Administration, the Federal Transit Administration, the Florida Department of Transportation, Alachua County and the City of Gainesville, the GACTPO includes State Soft Match and Local In-Kind (locally determined amount) contributions in calculating its overall budget reported in this UPWP. The overall budget includes soft match contributions from the Florida Department of Transportation and in-kind contributions provided by Alachua County, the City of Gainesville and the University of Florida. In-Kind contribution amounts are determined and provided by each partner agency. Exhibit 1 shows the soft match and in-kind amounts identified for each task. Note - Planning Budget for Year 2 in Exhibit 1 is illustrative until approved by the United States Congress and the Florida Legislature.

**Exhibit 1  
Soft Match and In-Kind Contributions**

Task	FDOT PL Soft Match	FDOT FTA Soft Match	Alachua County In-Kind	City of Gainesville In-Kind	University of Florida In-Kind	Total
<b>Year One - Fiscal Year 2024-25</b>						
1.0 Administration	\$0	\$0	\$0	\$0	\$0	\$0
2.0 Data Collection	\$0	\$0	\$0	\$0	\$0	\$0
3.0 Transportation Improvement Program	\$0	\$0	\$0	\$0	\$0	\$0
4.0 Long-Range Transportation Plan	\$0	\$0	\$0	\$0	\$0	\$0
5.0 Special Project Planning	\$0	\$0	\$0	\$0	\$0	\$0
6.0 Public Participation	\$0	\$0	\$0	\$0	\$0	\$0
7.0 System Planning	\$0	\$0	\$0	\$0	\$0	\$0
<b>Year One Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Year Two- Fiscal Year 2025-26</b>						
1.0 Administration	\$95,432	\$0	\$9,360	\$8,400	\$3,200	\$116,392
2.0 Data Collection	\$45,205	\$0	\$37,780	\$21,600	\$0	\$104,585
3.0 Transportation Improvement Program	\$75,341	\$0	\$4,680	\$9,000	\$0	\$89,021
4.0 Long-Range Transportation Plan	\$65,295	\$0	\$0	\$0	\$0	\$65,295
5.0 Special Project Planning	\$170,773	\$0	\$0	\$0	\$0	\$170,773
6.0 Public Participation	\$50,227	\$0	\$0	\$0	\$0	\$50,227
7.0 Systems Planning	\$0	\$0	\$19,470	\$10,600	\$4,800	\$34,870
<b>Year Two Total</b>	<b>\$502,273</b>	<b>\$0</b>	<b>\$71,290</b>	<b>\$49,600</b>	<b>\$8,000</b>	<b>\$631,163</b>
<b>Grand Total</b>	<b>\$502,273</b>	<b>\$0</b>	<b>\$71,290</b>	<b>\$49,600</b>	<b>\$8,000</b>	<b>\$631,163</b>

FDOT - Florida Department of Transportation  
 FTA - Federal Transit Administration  
 PL - Federal Highway Administration Funds consolidated with Federal Transit Administration Section 5305(d)] Funds

## J. Air Quality Considerations

The State of Florida is an air quality attainment area. The GACTPO TMA is also an air quality attainment area. Therefore, the GACTPO is not required to incorporate air quality assessment and mitigation in its transportation planning activities. The GACTPO is not eligible and does not receive Congestion Mitigation Air Quality funding.

Nonetheless, the comprehensive plans for Alachua County and the City of Gainesville support compact and transit-oriented development and multimodal transportation system planning and development. In addition, the long-range transportation planning process of the GACTPO has had a long tradition of supporting and implementing multimodal transportation system planning.

## K. Consolidated Planning Grant

The Florida Department of Transportation and the GACTPO participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the GACTPO, FHWA, and FTA, to annually consolidate Florida's Federal Highway Administration Planning funds and Federal Transit Administration 5305(d) metropolitan planning fund allocations into a single grant that is administered by the Federal Highway Administration Florida Division. These funds are annually apportioned to FDOT as the direct recipient and allocated to the GACTPO utilizing formulas approved by the Metropolitan Planning Organization Advisory Council, Florida Department of Transportation, Federal Highway Administration, and Federal Transit Administration in accordance with 23 Code of Federal Regulations 420.109 and 49, United States Code Chapter 53. The Florida Department of Transportation is fulfilling CPG required 18.07 percent non-federal share (match) using Transportation Development Credits as permitted by 23 Code of Federal Regulations 120(i) and Federal Transit Administration C 8100.1D.

## **L. Complete Streets Set-Aside**

The Infrastructure Investment and Jobs Act (IIJA) requires each metropolitan planning organization to use at least 2.5 percent of its planning (PL) funds (and each State to use 2.5 percent of its State Planning and Research funding under 23 United States Code 505) on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities [§ 11206(b)]. For the purposes of this requirement, the term “Complete Streets standards or policies” means standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles [§ 11206(a)].

The GACTPO’s transportation planning process has incorporated multimodal transportation planning options and solutions for several decades. Over the years, the TPO’s long-range transportation planning has included projects in support of creating, maintaining, or enhancing the multimodal transportation system. In addition, the GACTPO has monitored multimodal (automotive/highway, bicycle, pedestrian and transit) levels of service.

## **M. Review Agency Comments and Responses**

Comments were received on the Draft UPWP from the Federal Highway Administration and the Florida Department of Transportation. Appendix J details those comments, and a summary is provided below.

# Chapter I: Organization and Management

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## A. Responsibilities, Organization, and Management

*Agency Responsibilities.* The Gainesville & Alachua County Transportation Planning Organization (GACTPO) is a public agency responsible for developing policies, procedures, and planning documents to guide the transportation planning efforts for the Alachua County Transportation Management Area. The GACTPO is responsible for performing various tasks and preparing transportation plans and programs as delegated by federal and state laws to ensure that activities and reporting within the Alachua County TMA conform to and are consistent with federal and state regulations so that the TMA continues to be eligible for federal funding. These tasks will be done in an organized, efficient, meaningful, and transparent manner, and consideration is given to all modes of travel with respect to the mobility needs of vulnerable populations. The Tasks in Chapter II of this UPWP details what projects will be performed, who will perform them, the schedule for completing the tasks, and the funding source(s) for each task. Annually recurring sources of funds for the operation and responsibilities of the GACTPO come from the Federal Highway Administration, Federal Transit Administration, and the Florida Department of Transportation via a population-based formula. Other funding sources include the Florida Transportation of Disadvantaged Commission and local sources.

*Agency Management.* The GACTPO Board is the transportation agency’s policy-making, governing body. The Board is comprised of 15 voting members, 2 non-voting members and 3 Advisory Committees (Figure 3). The Board voting members consists of:

- Five Alachua County Commissioners,
- Mayor and six City of Gainesville Commissioners,
- One Gainesville/Alachua County Regional Airport Board member,
- One School Board of Alachua County member; and
- One Rural Representative (an elected municipal official selected by Alachua County from nominations from the Alachua County municipalities of Alachua, Archer, Hawthorne, High Springs, La Crosse, Micanopy, Newberry and Waldo.

The University of Florida President (or his/her designee) and the Florida Department of Transportation District 2 Secretary (or his/her designee) serve as Technical Advisors (non-voting members) to the TPO Board. Administrative legal assistance to the TPO is provided by the Alachua County Office of the County Attorney.

The TPO Board is further advised by recommendations and insights from the Citizens Advisory Committee (CAC), the Technical Advisory Committee (TAC), the Bicycle/Pedestrian Advisory Board (BPAB), the Alachua County Traffic Safety Team (ACTST), and the Alachua County Transportation Disadvantaged Coordinating Board (ACTDCB). The composition of the TAC, CAC, and BPAB are established in the GACTPO Bylaws.

- **Technical Advisory Committee:** The role of the TAC is to conduct research, review plans and programs, and make recommendations to the Board based upon technical expertise.
- **Citizens Advisory Committee and Bicycle/Pedestrian Advisory Board:** The role of the CAC and BPAB is to provide citizen viewpoints and recommendations on transportation needs and planned improvements.
- **Alachua County Transportation Disadvantaged Coordinating Board:** The TDC Board works with agency partners and stakeholders to increase transportation services to low-income persons, the elderly, and persons with disabilities.

Each committee and board conducts its prescribed responsibilities at regularly scheduled meetings. Additional public input is provided through public meetings, meetings with local civic organizations, public workshops and public hearings. In addition, the Alachua County Traffic Safety Team develops and provides recommendations to the GACTPO regarding safety-funded projects.

*Agency Organization and Staff.* The GACTPO's role and responsibilities are established by Title 23, United States Code, and Chapter 339, Florida Statutes. The TPO conducts its operations through the adopted Bylaws, and the effort required to support the planning process will be conducted by the GACTPO, the Florida Department of Transportation Central Office, and the Florida Department of Transportation District Two Office. The GACTPO is currently staffed by an Executive Director with administrative, fiscal, technical, and legal services provided through an Interlocal Agreement executed on March 11, 2025, between the then MTPO and the Alachua County Board of County Commissioners (agreement recorded in official records instrument # 3612430 11 PG(S), BK 5203, PG 2744, Alachua County Clerk of Court). The TPO shall abide by the duties detailed in Section 2 and Attachment A of said Interlocal Agreement, and the County shall, in accordance with Section 3, implement policies, decisions, actions, and directives of the TPO under the direction of the TPO Executive Director, who reports to the TPO Board.

## **B. Planning and Funding Agreements**

The following planning and funding agreements have been executed by the GACTPO under its previous name "Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area":

### *Organization Establishment and Function*

1. Interlocal Agreement for Creation of the Metropolitan Transportation Planning Organization (May 26, 2004) - The purpose of this Agreement is to ensure eligibility for the receipt of federal capital and operating assistance pursuant to 23 United States Code 134 and Section 3 (a) (2), 4 (a), 5 (g) (1), and 5 (1) of the Urban Mass Transportation Act of 1964, as amended [49 United States Code 1602 (a) (2), 1603 (a), and 1604 (g) (1) and (1)], and to implement and ensure a continuing, cooperative and comprehensive transportation planning process that results in coordinated plans and programs consistent with the comprehensively planned development of the affected urbanized area in cooperation with the Florida Department of Transportation. This agreement will be updated by July 1, 2024.
2. Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (December 13, 2022) - The purpose of this Agreement is to set forth mutually acceptable procedures for implementing the provisions of Title 23 of the Code of Federal Regulations, Chapter 1, Part 450, Subpart A and B, Governor's Executive Order 83-150 and Federal Highway Program Manual 4-1-4. This agreement will be updated by December 12, 2027.
3. Organization Apportionment - Voting Membership and Procedure, non-Voting Membership and Service Area Agreement (July 9, 2013) - This agreement with the Office of the Governor of Florida describes the voting membership and procedure, non-voting membership and includes the Gainesville Metropolitan Area map. This agreement was updated by the Governor's Office via mail dated August 8, 2024.

### *Organization Staffing- Professional Staff Services Agreement*

1. Interlocal Agreement (March 11, 2025) – The Professional Staff Services Agreement adopted on October 28, 2021, between the North Central Florida Regional Planning Council and the MTPO for the NCFRPC to serve as consultant to the MTPO has been terminated. In its place, the TPO entered into an Interlocal Agreement with the Alachua County Board of County Commissioners whereby the County and TPO agreed to abide by certain terms and provisions.

### *Joint Regional Planning Organization*

1. Interlocal Agreement for Creation of a Regional Transportation Plan (December 14, 2006) - The purpose of this Agreement is to create a regional transportation plan which identifies project priorities for funding through the Florida Transportation Regional Incentive Program. Selected members of the GACTPO and the Ocala/Marion County Transportation Planning Organization serve as the Alachua/ Marion County Transportation Regional Incentive Program Executive Committee. This agreement will be updated by December 13, 2026.

#### *Supplemental Organization Advisory Activity*

1. Interlocal Agreement for Bicycle/Pedestrian Advisory Board Funding (May 11, 2022) - The purpose of this Agreement is for the GACTPO to provide financial support to the City of Gainesville for providing staff services to the Bicycle/Pedestrian Advisory Board. The Bicycle/Pedestrian Advisory Board advises Alachua County, the City of Gainesville, and the GACTPO on bicycle and pedestrian-related issues. This agreement will be updated by May 10, 2027.

### **C. Operational Procedures and Bylaws**

The Bylaws were amended on August 19, 2025, for the GACTPO and its Technical Advisory Committee and Citizens Advisory Committee. The intent was to provide procedures and policies for the GACTPO and its advisory committees to fulfill the requirements for the transportation planning process for all modes of travel and to ensure the accomplishment of the planning tasks within a cooperative framework properly related to comprehensive planning on a continuing basis. A copy of the Bylaws can be obtained by contacting the GACTPO Executive Director at 352.337.6207 or from the TPO website at [gainesville-alachuatpo.org](http://gainesville-alachuatpo.org).

### **D. State/Metropolitan Planning Organization Certification – Summary Report Required in the Unified Planning Work Program**

Appendix F contains certification materials, including a summary report by the Florida Department of Transportation of the findings and noteworthy practices of the GACTPO. Appendix F also includes Resolution 2024-03 that provides for the approval of this Unified Planning Work Program and enables the TPO to receive federal planning funds.

### **E. Resiliency in the Transportation Planning Process**

The Fixing America’s Surface Transportation Act introduced resiliency into the transportation planning process for the development of long-range transportation planning, transportation improvement programming and project prioritization. The 2021 state planning emphasis areas expands application/implementation of resiliency to all planning documents, including the Unified Planning Work Program.

Resiliency was addressed in the development of the Year 2045 Long-Range Transportation Plan.

Resiliency strategies include the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area:

- Coordinating with the Florida Department of Transportation, Alachua County, City of Gainesville and University of Florida to address resiliency in its transportation planning process; and
- Participating in resiliency training provided by the Federal Highway Administration and Florida Department of Transportation.

# Chapter II: Work Program

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This Unified Planning Work Program covers Fiscal Year (FY) July 1, 2026, to June 30, 2027, and FY July 1, 2027, to June 30, 2028, and was developed by GACTPO, in accordance with its *Public Involvement Plan*, with the cooperation and participation of the Florida Department of Transportation, the public and other transportation agencies.

The UPWP Work Program is organized into seven (7) specific transportation planning tasks to be undertaken during Fiscal Years 2026-27 through 2027-28. Each task provides an objective, previous work accomplished, proposed methodology, responsible agencies, cost estimates and proposed funding sources, as well as the product(s) and deliverables. Summary tables detailing the Tasks by participating agencies and funding sources is provided in Chapter III.

## Planning Tasks:

- 1.0 Administration – Task involving the management and implementation of the transportation planning process on a continual basis, including program administration, development, review and reporting, staff development, and an annual audit.
- 2.0 Data Collection – Task involving the need to monitor area travel characteristics and factors affecting travel, such as socioeconomic, community and land use data, transportation system data, natural, physical and human environmental concerns and issues.
- 3.0 Transportation Improvement Program – Task related to the continual monitoring, implementation, development, and updates, as needed, to the transportation improvement program (TIP).
- 4.0 Long-Range Transportation Plan – Task related to the development, implementation, and update, as needed, of the long-range transportation plan, which establishes the long-term, 20- to 25-year planning horizon for the GACTPO transportation planning priorities and projects.
- 5.0 Special Project Planning – Task related to special project planning for those non-recurring planning projects and/or projects that do not fit readily into other Tasks.
- 6.0 Public Participation – Task involving the development and implementation of the TPO’s public participation plan and efforts, as required by federal and state regulations, during the development of the unified planning work program, long-range transportation plan, transportation improvement program and other plans and programs.
- 7.0 Systems Planning – Task involving recurring planning studies, projects, or improvements needed to protect and/or enhance transportation systems, including transit, bicycle/pedestrian, transportation demand management or transportation disadvantaged planning.

## NOTES:

For Year One, \$ 1,096,073 of Fiscal Year 2025-26 de-obligated planning funds are included in FY2026-27.

For Year Two, \$ TBD of Fiscal Years 2025-26 close-out planning funds are included in FY2027-28.

# 1.0 Administration

Task 1.0 Administration	
<b>Objective:</b>	
To implement the administrative tasks and activities necessary to guide and effectively manage the tasks identified in this UPWP and maintain an effective and efficient continuing, cooperative and comprehensive transportation planning process.	
<b>Previous Work Completed:</b>	
Work Item	Date/Status
<ul style="list-style-type: none"> <li>▪ Continuity of Operation Plan and continued support of TPO Advisory Committee and Board meetings</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li>▪ Continued administration of TPO operations (with and updates as needed), i.e. purchasing, accounting, technical, human resource functions, processing of progress reports and invoices, contract/agreement updates and clerical assistance from County as necessary to support the TPO functions</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li>▪ Coordination with federal, state and local partners</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li>▪ Implementation of Membership Apportionment Plan based on 2020 United States Census to add Rural Community representative</li> <li>▪ ILA amended to add Rural Community, School Board, and Regional Airport as voting members of Board</li> </ul>	<ul style="list-style-type: none"> <li>▪ October 2023</li> <li>▪ August 2025 (ILA Amendment)</li> </ul>
<ul style="list-style-type: none"> <li>▪ Hired new Executive Director</li> </ul>	January 2026
<ul style="list-style-type: none"> <li>▪ Attendance at workshops and training sessions (MPOAC &amp; FMPP)</li> </ul>	January 2026
<ul style="list-style-type: none"> <li>▪ Incorporation of performance measures into planning process</li> </ul>	January 2026
<ul style="list-style-type: none"> <li>▪ Preparation of Joint FDOT-MTPO Certification documents</li> </ul>	February 2026
<ul style="list-style-type: none"> <li>▪ FHWA/FTA and FDOT Mock TMA On-site Certification Review</li> </ul>	February 2026
<ul style="list-style-type: none"> <li>▪ Awarding of a General Planning Consultant (GPC) contract (2 firms selected)</li> </ul>	March 2026
<ul style="list-style-type: none"> <li>▪ Update of Bylaws</li> </ul>	March 2026
<ul style="list-style-type: none"> <li>▪ MTPO Website Update</li> </ul>	March 2026
<ul style="list-style-type: none"> <li>▪ Conversion of TIP into interactive platform (EcoInteractive)</li> </ul>	April 2026
<ul style="list-style-type: none"> <li>▪ Revisions of the FY 24/25 – 25/26 Unified Planning Work Program.</li> </ul>	April 2026
<ul style="list-style-type: none"> <li>▪ Preparation of FY 26/27 – FY27/28 UPWP (including public participation)</li> </ul>	June 2026
<b>Required Activities:</b>	

<b>Activities and Products</b>		<b>Milestone/Target Date</b>
<ul style="list-style-type: none"> <li>▪ Administration of TPO staff (hire new staff)</li> </ul>		<ul style="list-style-type: none"> <li>▪ June 2026</li> </ul>
<ul style="list-style-type: none"> <li>▪ FHWA/FTA and FDOT TMA On-site Certification Review</li> </ul>		<ul style="list-style-type: none"> <li>▪ January 2027</li> </ul>
<ul style="list-style-type: none"> <li>▪ Procurement and establishment of new TPO office</li> </ul>		<ul style="list-style-type: none"> <li>▪ January 2027</li> </ul>
<ul style="list-style-type: none"> <li>▪ Preparation and participation in annual Joint FDOT-MTPO Certification.</li> </ul>		<ul style="list-style-type: none"> <li>▪ February 2027</li> </ul>
<ul style="list-style-type: none"> <li>▪ Performance of annual single audit.</li> </ul>		<ul style="list-style-type: none"> <li>▪ June 2027</li> </ul>
<ul style="list-style-type: none"> <li>▪ Administration of TPO operations (Maintenance of financial and administrative records, coordination with partner agencies, including FDOT, FHWA, and FTA, preparation and submission of progress reports and invoices, and general accounting)</li> </ul>		<ul style="list-style-type: none"> <li>▪ Ongoing</li> </ul>
<ul style="list-style-type: none"> <li>▪ Implementation of metrics to achieve performance measure targets.</li> </ul>		<ul style="list-style-type: none"> <li>▪ Ongoing</li> </ul>
<ul style="list-style-type: none"> <li>▪ TPO staff and member travel and participation at general trainings, conferences and meetings, including those of the MPOAC &amp; FMPP</li> </ul>		<ul style="list-style-type: none"> <li>▪ Ongoing</li> </ul>
<ul style="list-style-type: none"> <li>▪ Revisions to Unified Planning Work Program</li> </ul>		<ul style="list-style-type: none"> <li>▪</li> </ul>
<ul style="list-style-type: none"> <li>▪ Completion of Bicycle/Pedestrian Master Plan Update</li> </ul>		<ul style="list-style-type: none"> <li>▪ December 2026</li> </ul>
<b>End Products:</b>	<b>Completion Dates:</b>	<b>Responsible Agency:</b>
MTPO and Advisory Committee Meetings Minutes	Following each regularly scheduled meeting	TPO
Joint FDOT-MTPO Certification	June 30, 2027; June 30, 2028	
Updated Bylaws (as needed)	December 31, 2024; June 30, 2026	
Continuity of Operations Plan	Ongoing	
MPOAC and general meetings, workshops, trainings	Ongoing	
Annual Audit Report	June 30, 2027; June 30, 2028	
Maintenance of Financial and Administrative Records	Ongoing	
Performance Measures (countywide)	June 30, 2028	
Progress Reports and Invoices	Ongoing until June 30, 2028	

Reapportionment Report	June 30, 2026
Unified Planning Work Program	May 30, 2028
Unified Planning Work Program revisions	June 30, 2028
Updated TPO Website	May 30, 2026

All required activities and end products, except for the annual audit report, will be completed by TPO staff. The annual audit report will be completed by independent certified public account.

**State Support and Program Administration and Technical Assistance Federal Transit Administration**

**State Support and Program Administration and Technical Assistance Federal Transit Administration** - Administration efforts include guidance and supervision of administrative tasks (program management, development, review and reporting) necessary to carry out the transportation planning process within the metropolitan area boundaries of the Transportation Management Area. Technical assistance includes both computer usage and staff analysis of various systems and project planning efforts (routine reviews and planning evaluations) as identified in study designs. Match for this task is cash and not "soft match" funds. The following eligible Federal Transit Administration Section 5305(d) transit planning activities in Task 1 - Administration - Program Support and Administration (44.21.00) - Development of the Unified Planning Work Program, interagency coordination, public information and local assistance.

**In-Kind Financial Contribution - Alachua County, City of Gainesville, and University of Florida**

**In-kind contribution from Alachua County** - Administration efforts include Technical Advisory Committee participation by the Alachua County Growth Management Department and Alachua County Public Works Department. In addition, Alachua County provides legal services and meeting locations for the Bicycle/pedestrian Advisory Board, Citizens Advisory Committee and GACTPO Board.

**In-kind contribution from the City of Gainesville** - Administration efforts include Technical Advisory Committee participation by the City of Gainesville Planning and Development Services Department, the City of Gainesville Public Works Department, including the Bicycle/Pedestrian Program, and Regional Transit System. In addition, the City of Gainesville provides a meeting location for the Technical Advisory Committee.

**In-kind contribution from the University of Florida** - Administration efforts include Technical Advisory Committee participation by the University of Florida Planning, Design and Construction Department and Transportation and Parking Services Department.

**Continuity of Operations Considerations**

Following the nationwide impact that the COVID-19 Public Health Emergency had normal operations of federal, state and local governments which exceeded the scope of the current Continuity of Operations Plan, the then MTPO adopted Resolutions 2020-1, 2020-2 and 2020-3 to address the shortcomings for continuity of operations under extreme circumstances. To continue to promote a healthy and flexible work environment, the Bylaws, Continuity of Operations Plan, and Public Involvement Plan will be modified when they are next reviewed and/or updated to address:

- The conduct of virtual and/or hybrid meetings on communications media technology in accordance with emergency orders of the Office of the Governor and legislation by the Florida Legislature.
- Under a declared county, state or federal State of Emergency and with approval of the Chair of the Transportation Planning Organization, its Executive Director is authorized to:

- Amend time-sensitive program documents to maintain continuity of operations,
- Approve the revision and submission of the Unified Planning Work Program and amendments to the Transportation Improvement Program, and
- Submit information, reports, grant applications or documents.
- Implement public participation and public noticing requirements to ensure timely communications via media technology.
- The conduct of virtual and/or hybrid public hearings, meetings, and workshops of the GACTPO Board, subcommittees, advisory committees and working groups via communications media technology and in-person.

Unified Planning Work Program								
Task 1.0 - Administration								
Task 1.0 - Estimated Budget for Fiscal Year 2026-27 [Year One]								
Budget Category	Budget Category Description	Funding Sources				TOTAL		
		FHWA			Local/ Other Cash		FCTD Grant	
		Contract # G2W78		SU				
PL	PL-CS							
<b>Personnel Services</b>								
	Personnel & Fringe (40%)	\$	658,592			\$0		
	<b>Subtotal:</b>	\$	658,592			\$ 658,592		
<b>Consultant Services</b>								
	Interactive TIP (EcoInteractive)	\$	-		\$ -	\$ -		
	TPO Website Maintenance (year 1 included)	\$	-		\$ -	\$ -		
	County Support Services (via ILA)	\$	45,000			\$ 45,000		
	<b>Subtotal:</b>	\$	45,000		\$ -	\$ 45,000		
<b>Travel</b>								
	Member/Staff Travel	\$	5,000		\$ -	\$5,000		
	<b>Subtotal:</b>	\$	5,000		\$ -	\$5,000		
<b>Other Direct Services</b>								
	Training/Professional Development	\$	3,750			\$ 3,750		
	Office Lease	\$	25,680		24000	\$ 49,680		
	Supplies & Basic Services (Phone/Electric)	\$	3,000			\$ 3,000		
	<b>Subtotal:</b>	\$	32,430		\$ 24,000	\$ 56,430		
	<b>Year One FY26/27</b>	\$	741,022	\$ -	\$ -	\$ 24,000	\$ -	\$ 765,022
Task 1.0 - Estimated Budget for Fiscal Year 2027-28 [Year Two]								
<b>Personnel Services</b>								
	Personnel & Fringe (40%)	\$	685,009			\$685,009		
	<b>Subtotal:</b>	\$	685,009			\$685,009		
<b>Consultant Services</b>								
	Interactive TIP (EcoInteractive)	\$	-			\$ -		
	TPO Website Maintenance	\$	1,500			\$ 1,500		
	County Support Services (via ILA)	\$	45,000			\$ 45,000		
	Other Consultant Services					\$ -		
	<b>Subtotal:</b>	\$	46,500			\$46,500		
<b>Travel</b>								
	Member Travel	\$	5,000			\$5,000		
	<b>Subtotal:</b>	\$	5,000			\$5,000		
<b>Other Direct Services</b>								
	Training/Professional Development	\$	3,750			\$ 3,750		
	Office Lease (@ \$4140/Mo)	\$	25,680		\$24,000	\$ 49,680		
	Basic Services (Phone/Electric)	\$	3,000			\$ 3,000		
	Office Supplies	\$	1,000			\$ 1,000		
	<b>Subtotal:</b>	\$	33,430		\$24,000	\$57,430		
	<b>Year Two 27-28 Total:</b>	\$	769,939	\$ -	\$ -	\$ 24,000	\$ -	\$ 793,939
	<b>Two-Year Total:</b>	\$	1,510,961	\$ -	\$ -	\$ 48,000	\$ 0	\$ 1,558,961

FCTD - Florida Commission for the Transportation Disadvantaged

FHWA - Federal Highway Administration

FY - Fiscal Year

PL - Consolidated Planning Grant (PL) Planning Funds with Federal Transit Administration Section 5305(d) Allocation PL-CS - Complete Streets

Set-Aside (equal or greater than 2.5 percent)

SU - Surface Transportation Block Grant Funds for urban populations over 200,000

This task includes soft match/in-kind contributions in Exhibit 1 of Section F of the Introduction on page xii.

Planning Budget for Year Two is illustrative until approved by the United States Congress and the Florida Legislature.

## 2.0 Data Collection

Task 2.0 Data Collection		
<b>Purpose:</b> Routine surveillance activities to assess the network condition and the actual growth and changes in travel demand characteristics. Task 2.0 is a comprehensive multi-agency on-going task that is performed each year by the Florida Department of Transportation, Alachua County and the City of Gainesville. For Unified Planning Work Program reporting, data collection performed by Alachua County and the City of Gainesville is funded by in-kind contribution. Participation in the Intelligent Transportation System Consortium, as needed.		
<b>Previous Work Completed:</b> Alachua County and the City of Gainesville, as well as the Florida Department of Transportation, provided transportation facility traffic volume and crash data.		
<b>Required Activities:</b>		
• Traffic Volume Surveillance	• Crash Surveillance	
<b>End Products:</b>	<b>Completion Dates:</b>	<b>Responsible Agency:</b>
Traffic Volume Surveillance	June 30, 2025; June 30, 2026	Alachua County City of Gainesville
Crash Surveillance	June 30, 2025; June 30, 2026	

All activities and end products will be completed by Alachua County and the City of Gainesville.

### In-Kind Financial Contribution - Alachua County and City of Gainesville

***In-kind contribution from Alachua County*** - Data Collection efforts include traffic monitoring data, including crash data.

***In-kind contribution from the City of Gainesville*** - Data Collection efforts include traffic monitoring data, including crash data. In addition, the City of Gainesville Traffic Management Center provides traffic operations data.

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Unified Planning Work Program							
Task 2.0 - Data Collection							
Task 2.0 - Estimated Budget for Fiscal Year 2026-27 [Year One]							
Budget Category	Budget Category Description	Funding Sources					Total
		FHWA			Local/ Other Cash	FCTD Grant	
		Contract # G2W78		SU			
		PL	PL-CS				
<b>Personnel Services</b>							
-			\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Consultant Services</b>							
Consultant Staff Services		\$0	\$0	\$0	\$0	\$0	\$0
Data Collection Consultant Services		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Travel</b>							
Member Travel		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Direct Services</b>							
Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Year One FY26/27</b>	\$0	\$0	\$0	\$0	\$0	\$0
Task 2.0 - Estimated Budget for Fiscal Year 2027-28 [Year Two]							
<b>Personnel Services</b>							
-		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Consultant Services</b>							
Consultant Staff Services		\$0	\$0	\$0	\$0	\$0	\$0
Data Collection Consultant Services		\$50,000	\$0	\$0	\$0	\$0	\$50,000
	<b>Subtotal:</b>	\$50,000	\$0	\$0	\$0	\$0	\$50,000
<b>Travel</b>							
Member Travel		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Direct Services</b>							
Purchase Newspaper Advertisements		\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Year Two 27-28 Total:</b>	\$50,000	\$0	\$0	\$0	\$0	\$50,000
	<b>Two-Year Total:</b>	\$50,000	\$0	\$0	\$0	\$0	\$50,000

FCTD - Florida Commission for the Transportation Disadvantaged FHWA - Federal Highway Administration

FY - Fiscal Year

PL - Consolidated Planning Grant (PL) Planning Funds with Federal Transit Administration Section 5305(d) Allocation PL-CS - Complete Streets

Set-Aside (equal or greater than 2.5 percent)

SU - Surface Transportation Block Grant Funds for urban populations over 200,000

This task includes soft match/in-kind contributions in Exhibit 1 of Section F of the Introduction on page xii.

Planning Budget for Year Two is illustrative until approved by the United States Congress and the Florida Legislature.

### 3.0 Transportation Improvement Program

Task 3.0 Transportation Improvement Program				
<p><b>Purpose:</b> Tasks required for the development and management of the Transportation Improvement Program, including the incorporation of the Federal Funds Obligation Project List into the TIP and maintenance of an interactive online TIP platform for readily available public accessibility.</p>				
<p><b>Previous Work Completed:</b> Preparation of the Fiscal Years 2025/2026 - 2029-30 Transportation Improvement Program, contracting with EcoInteractive to create an interactive online TIP platform that is accessible by the TPO, agency partners, and the public, and amending the TIP as needed to move projects forward towards completion.</p>				
<p><b>Required Activities:</b></p> <table border="1"> <tr> <td> <ul style="list-style-type: none"> <li>Preparation and distribution of the Transportation Improvement Program and revisions</li> <li>Preparation of performance measure and target monitoring materials in the Transportation Improvement Program.</li> </ul> </td> <td>Ongoing</td> </tr> </table>			<ul style="list-style-type: none"> <li>Preparation and distribution of the Transportation Improvement Program and revisions</li> <li>Preparation of performance measure and target monitoring materials in the Transportation Improvement Program.</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li>Preparation and distribution of the Transportation Improvement Program and revisions</li> <li>Preparation of performance measure and target monitoring materials in the Transportation Improvement Program.</li> </ul>	Ongoing			
<b>End Products:</b>	<b>Completion Dates:</b>	<b>Responsible Agency:</b>		
Transportation Improvement Program	June 30, 2025; June 30, 2026	TPO		
Transportation Improvement Program revisions	June 30, 2028 (ongoing as needed)			

All required activities and end products will be completed by TPO staff, agency partners, and FHWA/FTA.

#### State Support and Program Administration and Technical Assistance Federal Transit Administration

**State Support and Program Administration and Technical Assistance Federal Transit Administration -** Administration efforts include guidance and supervision of administrative tasks (program management, development, review and reporting) necessary to carry out the transportation planning process within the metropolitan area boundaries of the Gainesville Metropolitan Area. Technical assistance includes both computer usage and staff analysis of various systems and project planning efforts (routine reviews and planning evaluations) as identified in study designs. Match for this task is cash and not "soft match" funds. The following eligible Federal Transit Administration Section 5305(d) transit planning activities in Task 3.0 - Transportation Improvement Program - Transportation Improvement Program (44.25.00) - Activities specifically emphasizing Transportation Improvement Program development and monitoring and developing transit project priorities for unfunded transit projects.

#### In-Kind Financial Contribution - City of Gainesville

**In-kind contribution from the City of Gainesville -** Transportation Improvement Program efforts include preparation of Transportation Alternatives Program and Safe Routes to School applications.

Unified Planning Work Program								
Task 3.0 - Transportation Improvement Program								
Task 3.0 - Estimated Budget for Fiscal Year 2026-27 [Year One]								
Budget Category	Budget Category Description	Funding Sources				Local/ Other Cash	FCTD Grant	Total
		FHWA			SU			
		Contract # G2W78						
		PL	PL-CS					
<b>Personnel Services</b>								
-		\$0	\$0	\$0	\$0	\$0	\$0	
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Consultant Services</b>								
Interactive TIP (EcoInteractive)		\$19,000	\$0	\$0	\$ -	\$0	\$19,000	
		\$0	\$0	\$0	\$0	\$0	\$0	
	<b>Subtotal:</b>	\$19,000	\$0	\$0	\$0	\$0	\$19,000	
<b>Travel</b>								
Member Travel		\$0	\$0	\$0	\$0	\$0	\$0	
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Other Direct Services</b>								
Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0	
		\$0	\$0	\$0	\$0	\$0	\$0	
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0	
	<b>Year One FY26/27 Total:</b>	\$19,000	\$0	\$0	\$0	\$0	\$19,000	
Task 3.0 - Estimated Budget for Fiscal Year 2027-28 [Year Two]								
<b>Personnel Services</b>								
-		\$0	\$0	\$0	\$0	\$0	\$0	
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Consultant Services</b>								
Interactive TIP (EcoInteractive)		\$20,000	\$0	\$0	\$0	\$0	\$20,000	
		\$0	\$0	\$0	\$0	\$0	\$0	
	<b>Subtotal:</b>	\$20,000	\$0	\$0	\$0	\$0	\$20,000	
<b>Travel</b>								
Member Travel		\$0	\$0	\$0	\$0	\$0	\$0	
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Other Direct Services</b>								
Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0	
		\$0	\$0	\$0	\$0	\$0	\$0	
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0	
	<b>Year Two 27-28 Total:</b>	\$20,000	\$0	\$0	\$0	\$0	\$20,000	
	<b>Two-Year Total:</b>	\$39,000	\$0	\$0	\$0	\$0	\$39,000	

FCTD - Florida Commission for the Transportation

Disadvantaged FHWA - Federal Highway Administration

FY - Fiscal Year

PL - Consolidated Planning Grant (PL) Planning Funds with Federal Transit Administration Section 5305(d)

Allocation PL-CS - Complete Streets Set-Aside (equal or greater than 2.5 percent)

SU - Surface Transportation Block Grant Funds for urban populations over

200,000 TIP - Transportation Improvement Program

This task includes soft match/in-kind contributions in Exhibit 1 of Section F of the Introduction on page xii.

Planning Budget for Year Two is illustrative until approved by the United States Congress and the Florida Legislature.

## 4.0 Long-Range Transportation Plan

Task 4.0 Long-Range Transportation Plan		
<p><b>Purpose:</b> Tasks required for the development and management of the Long-Range Transportation Plan, including participation in FDOT Efficient Transportation Decision-Making process.</p>		
<p><b>Previous Work Completed:</b> Preparation and adoption of the Year 2045 Long-Range Transportation Plan Administrative Modification; Coordinated with FDOT for conversion of the GUATS model platform from Cube Voyager to PTV Group Visum; Initiation of the Year 2050 Long-Range Transportation Plan update.</p>		
<p><b>Required Activities:</b></p> <ul style="list-style-type: none"> <li>Preparation and adoption of the Year 2050 Long- Range Transportation Plan revisions (as needed).</li> <li>Preparation of performance measure and target monitoring materials in the Long-Range Transportation Planning process.</li> <li>Coordination with FDOT for the GUATS Model conversion.</li> <li>Analyze 2020 United States Census for Year 2050 Socio Economic Report.</li> </ul>		
<b>End Products:</b>	<b>Completion Dates:</b>	<b>Responsible Agency:</b>
Year 2045 Long-Range Transportation Plan revisions	June 30, 2025	TPO
Year 2050 Long-Range Transportation Plan revisions	June 30, 2026	

Preparation of the long-range transportation plan update will be completed by a transportation planning consultant. Project management and coordination of adoption of the long-range transportation plan will be completed by TPO staff in coordination with FHWA/FDOT and agency partners.

### State and Federal Support and Program Administration

**State and Federal Support and Program Administration** - Administration efforts include guidance and supervision of administrative tasks (program management, development, review and reporting) necessary to carry out the transportation planning process within the metropolitan area boundaries of the Transportation Management Area. Technical assistance includes agency analysis of various systems and project planning efforts (routine reviews and planning evaluations) as identified in study designs. The tasks for this include monitoring of pedestrian, bicycle and transit activity and an assessment of bicycle, pedestrian and transit service using the Florida Department of Transportation Quality/Level of Service Handbook multimodal level of service analysis generalized tables to analyze existing roadway facilities to include evaluation for bicycle, pedestrian and transit modes of travel added to the current highway (automotive) travel mode analysis.

Unified Planning Work Program							
Task 4.0 - Long-Range Transportation Plan							
Task 4.0 - Estimated Budget for Fiscal Year 2026-27 [Year One]							
Budget Category	Budget Category Description	Funding Sources					Total
		FHWA			Local/ Other Cash	FCTD Grant	
		Contract #		SU			
		PL	PL-CS				
<b>Personnel Services</b>							
-		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Consultant Services</b>							
Consultant Staff Services		\$0	\$0	\$0	\$0	\$0	\$0
Plan Update Consultant Services		\$70,000	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$70,000	\$0	\$0	\$0	\$0	\$70,000
<b>Travel</b>							
Member Travel		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Direct Services</b>							
Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Year One FY26/27 Total:</b>	\$70,000	\$0	\$0	\$0	\$0	\$70,000
Task 4.0 - Estimated Budget for Fiscal Year 2027-28 [Year Two]							
<b>Personnel Services</b>							
-		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Consultant Services</b>							
Consultant Staff Services		\$0	\$0	\$0	\$0	\$0	\$0
Plan Update Consultant Services		\$70,000	\$0	\$0	\$0	\$0	\$70,000
	<b>Subtotal:</b>	\$70,000	\$0	\$0	\$0	\$0	\$70,000
<b>Travel</b>							
Member Travel		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Direct Services</b>							
Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Year Two 27-28 Total:</b>	\$70,000	\$0	\$0	\$0	\$0	\$70,000
	<b>Two-Year Total:</b>	\$140,000	\$0	\$0	\$0	\$0	\$140,000

FCTD - Florida Commission for the Transportation Disadvantaged FHWA - Federal Highway Administration

FY - Fiscal Year

PL - Consolidated Planning Grant (PL) Planning Funds with Federal Transit Administration Section 5305(d) Allocation PL-CS - Complete Streets Set-Aside (equal or greater than 2.5 percent)

SU - Surface Transportation Block Grant Funds for urban populations over 200,000

This task includes soft match/in-kind contributions in Exhibit 1 of Section F of the Introduction on page xii. Planning Budget for Year Two is illustrative until approved by the United States Congress and the Florida Legislature.

## 5.0 Special Project Planning

Task 5.0 Special Project Planning		
<b>Purpose:</b> Preparation of Special Project Planning documents that facilitate and/or support the implementation of the Long-Range Transportation Plan and contribute to the continuous, cooperative and comprehensive metropolitan planning process within the Transportation Management Area.		
<b>Previous Work Completed:</b> Preparation of a Pedestrian Safety Action Plan and State Road 26 Multimodal Emphasis Study report.		
<b>Required Activities:</b>		
• Preparation of special project plans as needed	Ongoing	
•		
<b>End Products:</b>	<b>Completion Dates:</b>	<b>Responsible Agency:</b>
SR 24 (Archer Road) Plan	June 30, 2025	TPO
SR 25 (U.S. Highway 441/SW 13th Street) Plan	June 30, 2025	TPO
SR24-SR 331 (Waldo Road-Williston Road) Plan	June 30, 2026	TPO
Alachua Countywide Bicycle/Pedestrian Master Plan	June 30, 2026	Alachua County

All required activities and end products will be completed by a transportation planning consultant in coordination with the TPO and FHWA/FTA, and RTS - City of Gainesville Regional Transit System SR - State Road

### Special Project Funding Participation

#### Regional Transit System Route Restoration Plan

For the development of the Regional Transit System Route Restoration Plan, the City of Gainesville Regional Transit System has been awarded a \$300,000 American Rescue Plan Act of 2021-Federal Transit Administration grant. The Regional Transit System is the direct recipient of this grant and is, therefore, the responsible agency. There are no soft match funds for this grant. Funding for this project was identified in the Fiscal Years 2022-23 and 2023-24 Unified Planning Work Program. No funding is identified for this Fiscal Years 2024-25 and 2025-26 Unified Planning Work Program.

#### Subtask 5.1 State Road 24 (Archer Road) Plan

The State Road 24 (Archer Road) Plan has a funding allocation of \$300,000 in Year Two (2025-26). This is a "Complete Streets" planning activity on Archer Road from State Road 121 (SW 34th Street) to State Road 25/US Highway 441 (Martin Luther King, Jr. Boulevard)/SW 13th Street).

This study is necessary due to safety concerns for bicyclists and pedestrians, including access to transit. Consideration of pedestrian-actuated midblock crossings and pedestrian safety enhancement at existing traffic signals is to be addressed. It is the intent of this end product to include project recommendations in the List of Priority Projects for consideration in the Transportation Improvement Program and/or Long- Range Transportation Plan. Further development of the scope is forthcoming.

#### Subtask 5.2 State Road 25/U.S. Highway 441 (SW 13th Street) Plan

The State Road 25 (SW 13th Street) Plan has a funding allocation of \$300,000 in Year One (2025-26). This is a "Complete Streets" planning activity on SW 13th Street from State Road 331 (Williston Road) to State Road 226 (SW 16th Avenue).

This study is necessary due to safety concerns for pedestrians, including access to transit. Consideration of filling in sidewalk gaps, pedestrian-actuated midblock crossings and pedestrian safety enhancement at existing traffic

signals is to be addressed. It is the intent of this end product to include project recommendations in the List of Priority Projects for consideration in the Transportation Improvement Program and/or Long-Range transportation Plan. Further development of the scope is forthcoming.

### **Subtask 5.3 Alachua Countywide Bicycle/Pedestrian Master Plan**

The Alachua Countywide Bicycle/Pedestrian Master Plan has a funding allocation of \$150,532 in Year One (2024-25) and \$204,168 in Year Two (2025-26). A UPWP amendment was executed to add \$100,000 to this task. This is a countywide planning activity that is managed by Alachua County but funded with PL dollars. It is the intent of this end product to include project recommendations for the "boxed funds" in the Long-Range Transportation Plan and include project recommendations in the List of Priority Projects for consideration in the Transportation Improvement Program. Below is an excerpt of the scope of services.

The purpose of the Alachua Countywide Bicycle/Pedestrian Master Plan is to make walking and biking attractive transportation choices for residents and visitors of all ages and abilities. It aims to do so through the creation of goals, policies, programs and projects that will make walking and biking safer, more comfortable and more convenient. This scope of work envisioned to accomplish this project purpose includes the following tasks:

- Task 1 - Project Administration;
- Task 2 - Community Outreach;
- Task 3 - Goals and Policies;
- Task 4 - Programs;
- Task 5 - Data Collection and Network and Project Development;
- Task 7 - Project Prioritization; and
- Task 8 - Countywide Bicycle/Pedestrian Master Plan.

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Unified Planning Work Program							
Task 5.0 - Special Project Planning							
Task 5.0 - Estimated Budget for Fiscal Year 2026-27 [Year One]							
Budget Category	Budget Category Description	Funding Sources					Total
		FHWA			Local/Other Cash	FCTD Grant	
		Contract # G2W78		SU			
		PL	PL-CS*				
<b>Personnel Services</b>							
-		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Consultant Services</b>							
Consultant Staff Services		\$0	\$0	\$0	\$0	\$0	\$0
Special Project Consultant Services		\$150,000	\$0	\$0	\$0	\$0	\$150,000
	<b>Subtotal:</b>	\$150,000	\$0	\$0	\$0	\$0	\$150,000
<b>Travel</b>							
Member Travel		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Direct Services</b>							
Purchase Newspaper Advertisements		\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Year One FY26/27 Total:</b>	\$150,000	\$0	\$0	\$0	\$0	\$150,000
Task 5.0 - Estimated Budget for Fiscal Year 2027-28 [Year Two]							
<b>Personnel Services</b>							
-		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Consultant Services</b>							
Consultant Staff Services		\$0	\$0	\$0	\$0	\$0	\$0
Special Project Consultant Services		\$214,146	\$69,490	\$0	\$0	\$0	\$283,636
	<b>Subtotal:</b>	\$214,146	\$69,490	\$0	\$0	\$0	\$283,636
<b>Travel</b>							
Member Travel		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Direct Services</b>							
Purchase Newspaper Advertisements		\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Year Two 27-28 Total:</b>	\$214,146	\$69,490	\$0	\$0	\$0	\$283,636
	<b>Two-Year Total:</b>	\$364,146	\$69,490	\$0	\$0	\$0	\$433,636

\*These funds satisfy the requirements for the 2.5% PL set aside for Complete Streets planning. [§ 11206(b)]. 2.5% of the total PL allocation for fiscal year 2027-28 is \$69,490.

## 6.0 Public Participation

Task 6.0 Public Participation				
<p><b>Purposes:</b> Tasks necessary to prepare and implement the TPO Public Involvement Plan in order to provide for public participation, including outreach among traditionally underserved and under involved segments of the population, during development and implementation of the Unified Planning Work Program, Long- Range Transportation Plan, Transportation Improvement Program and other plans and programs as required. This task also implements Title VI regulations in 49 Code of Federal Regulations Part 21 and integrates Title VI provisions and environmental justice principles, including the USDOT Limited English Proficiency Guidance, into TPO programs and activities; provides procedures for investigating and tracking Title VI complaints filed against them and ensure that procedures for filing a complaint are available to members of the public upon request.</p>				
<p><b>Previous Work Completed:</b> Implementation of Public Involvement Plan strategies; and review of the Citizens’ Guide to Transportation Planning. Preparation of meeting, workshop, Long-Range Transportation Plan, Transportation Improvement Program, Public Involvement Plan and advisory committee vacancy public notices. Review and update of the Public Involvement Plan. Preparation of TIP Environmental Justice Analyses.</p>				
<p><b>Required Activities:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>Review and update of the Public Involvement Plan.</li> <li>Preparation of public notice for TPO and its advisory committees meetings, workshops, advisory committee vacancies and planning documents.</li> <li>Review of the Citizens’ Guide to Transportation Planning.</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>Preparation of Title VI Program required forms and assurances.</li> <li>Review/Update of Title VI Nondiscrimination Program.</li> <li>Preparation of TIP Environment Justice Analyses.</li> <li>Preparation of Title VI Program required forms and assurances.</li> </ul> </td> </tr> </table>			<ul style="list-style-type: none"> <li>Review and update of the Public Involvement Plan.</li> <li>Preparation of public notice for TPO and its advisory committees meetings, workshops, advisory committee vacancies and planning documents.</li> <li>Review of the Citizens’ Guide to Transportation Planning.</li> </ul>	<ul style="list-style-type: none"> <li>Preparation of Title VI Program required forms and assurances.</li> <li>Review/Update of Title VI Nondiscrimination Program.</li> <li>Preparation of TIP Environment Justice Analyses.</li> <li>Preparation of Title VI Program required forms and assurances.</li> </ul>
<ul style="list-style-type: none"> <li>Review and update of the Public Involvement Plan.</li> <li>Preparation of public notice for TPO and its advisory committees meetings, workshops, advisory committee vacancies and planning documents.</li> <li>Review of the Citizens’ Guide to Transportation Planning.</li> </ul>	<ul style="list-style-type: none"> <li>Preparation of Title VI Program required forms and assurances.</li> <li>Review/Update of Title VI Nondiscrimination Program.</li> <li>Preparation of TIP Environment Justice Analyses.</li> <li>Preparation of Title VI Program required forms and assurances.</li> </ul>			
<b>End Products:</b>	<b>Completion Dates:</b>	<b>Responsible Agency:</b>		
Public notice of all meetings, workshops, advisory committee vacancies and planning documents	June 30, 2025; June 30, 2026	TPO		
Updated Citizens’ Guide to Transportation Planning (countywide)	June 30, 2025			
Updated TPO website	June 30, 2024			
TIP Environment Justice Analyses (countywide)	December 31, 2024; December 31, 2025			
Title VI Program required forms and assurances	June 30, 2024; June 30, 2025			
Updated Title VI Nondiscrimination Program	June 30, 2025; June 30, 2026			
Updated Public Involvement Plan (countywide)	June 30, 2025; June 30, 2026			

All required activities and end products will be completed by MTPO staff.

### State and Federal Support and Program Administration and Technical Assistance

**State and Federal Support and Program Administration and Technical Assistance** - Administration efforts include guidance and supervision of administrative tasks (program management, development, review and reporting) necessary to carry out the transportation planning process within the metropolitan area boundaries of the Transportation Management Area. Technical assistance analysis of various systems and project planning efforts

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(routine reviews and planning evaluations) as identified in study designs. Match for this task is cash and not "soft match" funds. The following include eligible Federal Transit Administration Section 5305(d) transit planning activities in Task 6.0 - Public Participation - Program Support and Administration (44.21.00) - Citizen participation and public information.

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Unified Planning Work Program							
Task 6.0 - Public Participation							
Task 6.0 - Estimated Budget for Fiscal Year 2026-27 [Year One]							
Budget Category	Budget Category Description	Funding Sources					Total
		FHWA			Local/ Other Cash	FCTD Grant	
		Contract # G2W78		SU			
		PL	PL-CS				
<b>Personnel Services</b>							
-		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Consultant Services</b>							
Consultant Staff Services		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Travel</b>							
Member Travel		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Direct Services</b>							
Purchase Newspaper Advertisements		\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Year One FY26/27 Total:</b>	\$0	\$0	\$0	\$0	\$0	\$0
Task 6.0 - Estimated Budget for Fiscal Year 2027-28 [Year Two]							
<b>Personnel Services</b>							
-		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Consultant Services</b>							
Consultant Staff Services		\$40,000	\$0	\$0	\$0	\$0	\$40,000
	<b>Subtotal:</b>	\$40,000	\$0	\$0	\$0	\$0	\$40,000
<b>Travel</b>							
Member Travel		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Direct Services</b>							
Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Year Two 27-28 Total:</b>	\$40,000	\$0	\$0	\$0	\$0	\$40,000
	<b>Two-Year Total:</b>	\$40,000	\$0	\$0	\$0	\$0	\$40,000

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## 7.0 Systems Planning

Task 7.0 Systems Planning				
<p><b>Purposes:</b> To prepare and maintain planning products that support the continuous, cooperative and comprehensive metropolitan planning process for the TPO, including FDOT Work Program Review, Project Prioritization, an Access to Essential Services Report, Performance-Based Planning and Programming Reporting, Transit Ridership Monitoring, assist in Transit Development Planning, Maintenance of Congestion Management Process documents. To provide staffing for the Alachua County Transportation Disadvantaged Coordinating Board and assist in development and implementation of its Transportation Disadvantaged Service Plan.</p>				
<p><b>Previous Work Completed:</b> Preparation of Transit Ridership Monitoring Report. Preparation of List of Priority Projects. Preparation of Mobility Plan Status Report. Preparation of Multimodal Level of Service Report. Reviewed FDOT Work Program. Coordination with the City of Gainesville Regional Transit System in development of performance measures in 2020. Transportation Disadvantaged Board staffing. Preparation of the Transportation Disadvantaged Service Plan. Participated in Alachua County Traffic Safety Team.</p>				
<p><b>Required Activities:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>Perform FDOT Work Program Review.</li> <li>Review of the Access to Essential Services Report</li> <li>Preparation of a Performance-Based Planning and Programming Report.</li> <li>Update Transit Ridership Monitoring Report.</li> <li>Preparation of List of Priority Projects, including performance measure materials.</li> <li>Update Multimodal Level of Service Report.</li> <li>Update Mobility Plan Status Report</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>Assist as needed in development of Transit Development Plan.</li> <li>Participation in Gainesville ITS Consortium.</li> <li>Selection and management of consultant support.</li> <li>Transportation Disadvantaged Board Staffing.</li> <li>Preparation of Transportation Disadvantaged Service Plan.</li> <li>Participate in Alachua County Traffic Safety Team.</li> <li>Review and Update Mobility Plan</li> </ul> </td> </tr> </table>			<ul style="list-style-type: none"> <li>Perform FDOT Work Program Review.</li> <li>Review of the Access to Essential Services Report</li> <li>Preparation of a Performance-Based Planning and Programming Report.</li> <li>Update Transit Ridership Monitoring Report.</li> <li>Preparation of List of Priority Projects, including performance measure materials.</li> <li>Update Multimodal Level of Service Report.</li> <li>Update Mobility Plan Status Report</li> </ul>	<ul style="list-style-type: none"> <li>Assist as needed in development of Transit Development Plan.</li> <li>Participation in Gainesville ITS Consortium.</li> <li>Selection and management of consultant support.</li> <li>Transportation Disadvantaged Board Staffing.</li> <li>Preparation of Transportation Disadvantaged Service Plan.</li> <li>Participate in Alachua County Traffic Safety Team.</li> <li>Review and Update Mobility Plan</li> </ul>
<ul style="list-style-type: none"> <li>Perform FDOT Work Program Review.</li> <li>Review of the Access to Essential Services Report</li> <li>Preparation of a Performance-Based Planning and Programming Report.</li> <li>Update Transit Ridership Monitoring Report.</li> <li>Preparation of List of Priority Projects, including performance measure materials.</li> <li>Update Multimodal Level of Service Report.</li> <li>Update Mobility Plan Status Report</li> </ul>	<ul style="list-style-type: none"> <li>Assist as needed in development of Transit Development Plan.</li> <li>Participation in Gainesville ITS Consortium.</li> <li>Selection and management of consultant support.</li> <li>Transportation Disadvantaged Board Staffing.</li> <li>Preparation of Transportation Disadvantaged Service Plan.</li> <li>Participate in Alachua County Traffic Safety Team.</li> <li>Review and Update Mobility Plan</li> </ul>			
<b>End Products:</b>	<b>Completion Dates:</b>	<b>Responsible Agency:</b>		
Performance-Based Planning and Programming Report	June 30, 2025; June 30, 2026			
Transit Ridership Monitoring Report	June 30, 2025; June 30, 2026			
Gainesville ITS Consortium	June 30, 2026			
List of Priority Projects (countywide)	June 30, 2026; June 30, 2028			
CMP - Mobility Plan (countywide)	June 30, 2026			
CMP - Mobility Plan Status Report (countywide)	Dec. 31, 2024; Dec. 31, 2025			
CMP - Multimodal Level of Service Report (countywide)	Dec. 30, 2024; Dec. 30, 2025			
Transportation Disadvantaged Board Staffing	June 30, 2026			
Transportation Disadvantaged Service Plan	June 30, 2025; June 30, 2026			

All required activities and end products will be completed by TPO staff with and through consultant services.

### State and Federal Support and Program Administration

**State and Federal Support and Program Administration and Technical Assistance** - Administration efforts include guidance and supervision of administrative tasks (program management, development, review and reporting) necessary to carry out the transportation planning process within the metropolitan area boundaries of the Gainesville Metropolitan Area. Technical assistance includes both computer usage and staff analysis of various systems and project planning efforts (routine reviews and planning evaluations) as identified in study designs. Match for this task is cash and not "soft match" funds. The following eligible Federal Transit Administration Section 5305(d) transit planning activities in Task 7.0 - Systems Planning -

1. Long-Range Transportation Planning- System Level (44.23.01) - The monitoring of pedestrian, bicycle and transit activity. In addition, this task will also include an assessment of bicycle, pedestrian and transit service using the Florida Department of Transportation Quality/Level of Service Handbook multimodal level of service analysis generalized tables to analyze existing roadway facilities to include evaluation for bicycle, pedestrian and transit modes of travel added to the current highway (automotive) travel mode analysis;
2. Short-Range Transportation Planning (44.24.00) - The monitoring of transit activity, including the preparation of an annual transit ridership report, and providing technical assistance to Regional Transit System staff (including providing assistance in the development of the Transit Development Plan); and the monitoring of bicycling activity, including the preparation of a bicycle usage trends program report;
3. Planning Emphasis Areas (44.26.00) - Activities that are a priority for the Federal Highway Administration, Federal Transit Administration and Florida Department of Transportation;
4. Coordination of Non-Emergency Service Transportation (44.26.12) - The planning, development and improvement of transportation services to the elderly and persons with disabilities; and
5. Incorporating Safety and Security in the Transportation Planning (44.26.16) - activities that incorporate safety and security into the transportation planning process.

### **In-Kind Financial Contribution - Alachua County, City of Gainesville and University of Florida**

***In-kind contribution from Alachua County*** - Systems Planning efforts include assistance in development of the List of Priority Projects, Multimodal Level of Service Report and Mobility Plan Status Report and coordination with the Alachua County Comprehensive Plan.

***In-kind contribution from the City of Gainesville*** - Systems Planning efforts include assistance in development of the List of Priority Projects, Multimodal Level of Service Report, Mobility Plan Status Report and Transit Ridership Monitoring Report and coordination with the City of Gainesville Comprehensive Plan. In addition, the City of Gainesville efforts include updating the Regional Transit System Transit Development Plan.

***In-kind contribution from the University of Florida*** - Systems Planning efforts includes assistance in development of the List of Priority Projects, Multimodal Level of Service Report and Mobility Plan Status Report and coordination with the University of Florida Campus Master Plan.

### **Federal Transit Administration Transit Award Management System ( TrAMS)**

Currently, the Gainesville & Alachua County TPO does not apply for Federal Transit Administration grants or uses its Transit Award Management System ( TrAMS).

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Unified Planning Work Program							
Task 7.0 - Systems Planning							
Task 7.0 - Estimated Budget for Fiscal Year 2026-27 [Year One]							
Budget Category	Budget Category Description	Funding Sources					Total
		FHWA			Local/Other Cash	FCTD Grant	
		Contract # G2W78		SU			
		PL	PL-CS				
<b>Personnel Services</b>							
-		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Consultant Services</b>							
Consultant Staff Services		\$80,000	\$0	\$0	\$0	\$27,987	\$107,987
	<b>Subtotal:</b>	\$80,000	\$0	\$0	\$0	\$27,987	\$107,987
<b>Travel</b>							
Member Travel		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Direct Services</b>							
Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Year One FY26/27 Total:</b>	\$80,000	\$0	\$0	\$0	\$27,987	\$107,987
Task 7.0 - Estimated Budget for Fiscal Year 2027-28 [Year Two]							
<b>Personnel Services</b>							
-		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Consultant Services</b>							
Consultant Staff Services		\$486,000	\$0	\$0	\$0	\$27,987	\$513,987
	<b>Subtotal:</b>	\$486,000	\$0	\$0	\$0	\$27,987	\$513,987
<b>Travel</b>							
Member Travel		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Direct Services</b>							
Office Supplies		\$0	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	\$0	\$0	\$0	\$0	\$0	\$500
	<b>Year Two 27-28 Total:</b>	\$486,000	\$0	\$0	\$0	\$28,487	\$514,487
	<b>Two-Year Total:</b>	\$566,000	\$0	\$0	\$0	\$56,474	\$622,474

# Chapter III: Summary Budget Tables

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The following pages contain the following summary budget tables.

Table 1: Agency Funding Participation/Funding Sources by Task Table, Fiscal Year 2026 – 2027

Table 2: Agency Funding Participation/Funding Sources by Task Table, Fiscal Year 2026 – 2028

NOTE - \$1,096,073 of Fiscal Years 2024-25 and 2025-26 de-obligated planning funds are included in Fiscal Year 2026-27.

NOTE - \$69,490 for Complete Streets Planning in Task 5.0 is 32.45 percent of the \$ 214,146 PL allocation for Fiscal Year 2027-28.

**Table 1  
Agency Funding Participation/  
Funding Sources by Task Table  
Fiscal Year 2026-27**

Task #	Task	FHWA			M T P O Local / Other Cash	F C T D	Total	F D O T P L Soft Match^	Grand total~
		F Y 2026 - 27 Contract # G2W78		S U					
		P L	P L - C S						
1.0	Administration	741,022	0	0	\$ 24,000	0	765,022		
2.0	Data Collection	0	0	0	0	0	0		
3.0	Transportation Improvement Program	19,000	0	0	0	0	19,000		
4.0	Long Range Transportation Plan	70,000	0	0	0	0	70,000		
5.0	Special Project Planning	150,000		0	0	0	150,000		
6.0	Public Participation	0	0	0	0	0	0		
7.0	System Planning	80,000	0	0	0	0	80,000		
<b>TOTAL</b>		<b>1,060,022</b>	<b>0</b>	<b>0</b>	<b>\$ 24,000</b>	<b>0</b>	<b>1,084,022</b>		

\*Planning budget for year two is illustrative until approved by the United States Congress and the Florida Legislature.

^Federal Highway Administration Planning and Federal Transit Administration Section 5305(d) matching funds are Florida Department of Transportation toll credits soft match.

~In-kind contribution from Alachua County, City of Gainesville and University of Florida not included.

PL - Consolidated Planning Grant (PL) Planning Funds with Federal

Transit Administration Section 5305(d) Allocation PL-CS - Complete

Streets Set-A side (equal or greater than 2.5 percent)

SU - Surface Transportation Block Grant Funds for Population over 200,000

**Table 2  
Agency Funding Participation /  
Funding Sources by Task Table  
Fiscal Year 2027-28**

Task #	Task	FHWA			M T P O Local / Other Cash	F C T D	Total	FDOT PL Soft Match^	
		F Y 2027 - 28 Contract # G2W78		S U				Total	Grand Total
		P L	P L - C S						
1.0	Administration	769,939	0	0	\$ 24,000	0	793,939		
2.0	Data Collection	50,000	0	0	0	0	50,000		
3.0	Transportation Improvement Program	20,000	0	0	0	0	20,000		
4.0	Long Range Transportation Plan	70,000	0	0	0	0	70,000		
5.0	Special Project Planning	214,146	69,490	0	0	0	283,636		
6.0	Public Participation	40,000	0	0	0	0	40,000		
7.0	System Planning	486,000	0	0	0	\$ -	486,000		
<b>Total</b>		<b>1,650,085</b>	<b>69,490</b>	<b>0</b>	<b>\$ 24,000</b>	<b>\$ -</b>	<b>1,743,575</b>		

\*Planning budget for year two is illustrative until approved by the United States Congress and the Florida Legislature.

^Federal Highway Administration Planning and Federal Transit Administration Section 5305(d) matching funds are Florida Department of Transportation toll credits soft match.

~In-kind contribution from Alachua County, City of Gainesville and University of Florida not included.

# Appendix A: Funding Codes

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The following includes an explanation of the Funding Codes for Tables 1 and 2:

- Column 1 - Task Number and Task Name;
- Column 2 - Federal Highway Administration Planning funding participation;
- Column 3 - Federal Highway Administration Planning funding participation (Consolidated Planning Grant);
- Column 4 - Federal Highway Administration Surface Transportation Block Grant funding participation;
- Column 5 - Federal Transit Administration Section 5305(d) funding participation;
- Column 6 - Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Other local funding participation;
- Column 7 - Florida Department of Transportation and Florida Commission for the Transportation Disadvantaged funding participation;
- Column 8 - Total Cash funding participation;
- Column 9 - Florida Department of Transportation soft match funding for matching Federal Highway Administration Planning funding participation;
- Column 10 - Florida Department of Transportation soft match funding for matching Federal Transit Administration Planning funding participation;
- Column 11 - Grand Total Cash, Soft Match and In-Kind funding participation; and
- Column 12 - Amount allocated for outside consultant services.

# Appendix B: Gainesville Metropolitan Area Planning Studies

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1. Long-Range Transportation Plan, including needs and cost feasible plans and socioeconomic report

Completion Date - Five-year cycle; federal deadline adoption date was August 24, 2020  
Anticipated Update - Five-year cycle; federal deadline adoption date was August 24, 2025

Expected Products - Gainesville Metropolitan Area-wide long-range (25-year) transportation planning

2. Transportation Improvement Program

Anticipated Completion Date - annual

Expected Products - Gainesville Metropolitan Area-wide short-range (5-year) transportation planning

3. Multimodal Level of Service Report

Anticipated Completion Date - annual

Expected Products - Gainesville Metropolitan Area-wide average annual daily traffic study, with multimodal (automotive, bicycle, pedestrian and transit) analysis using Florida Department of Transportation approved procedures

4. Regional Transit System Annual Ridership Monitoring Report

Anticipated Completion Date - annual

Expected Products - Regional Transit System fixed-route bus annual ridership study

5. Mobility Plan-Gainesville Metropolitan Area Congestion Management Process and Mobility Plan Status Report

Anticipated Completion Date - Mobility Plan- Reviewed and/or revised as needed concurrent with Long-Range Transportation Plan Update and changes to Federal and State legislation.

Anticipated Completion Date - Mobility Plan Status Report- annual

Expected Products - Gainesville Metropolitan Area-wide congestion management process and monitoring

6. Bicycle Usage Trends Report

Anticipated Completion Date - Bicycle Usage Trends Report - Updated as needed concurrent with Long-Range Transportation Plan Update.

7. State Road 24 (Archer Road) Multimodal Corridor Plan  
From State Road 121 (SW 34th Street) to State Road 25/US Highway 441 (Martin Luther King, Jr. Boulevard)/SW 13th Street))  
Completion Date - June 2025  
Expected Products - Multimodal Corridor Plan including safety-related project recommendations
8. State Road 25 (U.S. Highway 441/SW 13th Street) Multimodal Corridor Plan  
From State Road 331 (Williston Road) to State Road 226 (SW 16th Avenue)  
Completion Date - June 2025  
Expected Products - Multimodal Corridor Plan including safety-related project recommendations
9. State Road 331 (Williston Road) - State Road 24 (Waldo Road) Multimodal Corridor Plan  
From SE 4th Street to State Road 222 (NE 39th Avenue)  
Completion Date - June 2026  
Expected Products - Multimodal Corridor Plan including safety-related project recommendations

**City Of Gainesville and Alachua County**

1. Traffic Volume Surveillance  
Anticipated Completion Date - annual  
Expected Products - annual traffic counts
2. Accident Surveillance and Study Program  
Anticipated Completion Date - annual  
Expected Products - annual crash information
3. Transit Development Plan for the Regional Transit System  
Completion Date - December 2024  
Expected Products - annual transit service plan
4. Transportation Disadvantaged Service Plan  
Anticipated Completion Date - annual  
Expected Products - countywide short-range (one-year) paratransit service planning
5. Alachua Countywide Bicycle/Pedestrian Master Plan  
Anticipated Completion Date - June 2025  
Expected Products - Alachua Countywide Bicycle/Pedestrian Master Plan will be an update for the 2001 Alachua Countywide Bicycle Master Plan that will also address pedestrian facilities and provide bicycle and pedestrian project priorities for the Year 2050 Long-Range Transportation Plan.

# Appendix C: Revisions Log

The log of projects identifies approved administrative modifications and amendments to the Unified Planning Work Program and tracks revisions to the UPWP. This Unified Planning Work Program revision log, Exhibit III, includes the following information:

1. UPWP revision number (as assigned by GACTPO)
2. Approval date of the UPWP administrative modification(s) and/or amendment(s)
3. UPWP administrative modification/amendment purpose, including, but not limited to:
  - A. Addition of a new task;
  - B. Change to an existing task (refer to amendment description);
  - C. Deletion of an existing task; or
  - D. Revision to the tables to reflect changes in UPWP funding.
4. Revision description.
  - A. task/table number; and
  - B. task/table modification.

This information will be incorporated into appropriate UPWP tasks and tables as the UPWP is administratively modified and/or amended in order to assure the consistency and accuracy of this UPWP.

## Exhibit III

### Template to be Use for UPWP Revisions Log

UPWP Revision			Revision Description	
Number	Approval Date	Purpose	Task / Table Number	Task/Table Modification
<b>Year One</b>				
1				
2				
<b>Year Two</b>				
1				
2				

# Appendix D: Title VI Program and Other Certifications and Assurance

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This appendix includes the following Unified Planning Work program-required certifications and assurances:

- Title VI/Nondiscrimination Statement and Assurance;
- Debarment and Suspension Certification
- Disadvantaged Business Enterprise Utilization; and
- Lobbying Certification for Grants, Loans and Cooperative Agreements.

Also included in this appendix is the Title VI Complaint procedure.

## **Federal Fiscal Years 2026 – 2027 and 2027 – 2028 Title VI / Nondiscrimination Policy Statement**

It is the policy of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area that no person shall on the basis of race, color, national origin, sex, age, disability, familial status, religious status, marital status, sexual orientation, or gender identity, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights restoration Act of 1987 and the Florida Civil Rights Act of 1992, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

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**Casey Willits, Chair**  
Gainesville & Alachua County  
Transportation Planning Organization

Date

FLORIDA DEPARTMENT OF TRANSPORTATION  
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**TITLE VI/ NONDISCRIMINATION ASSURANCE**

Pursuant to Section 9 of US DOT Order 1050.2A, the Gainesville MTPO 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 Gainesville MTPO further assures FDOT that it will undertake the following with respect to its programs and activities:

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

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

  
Name: Cynthia Moore Chestnut  
Title: Chair

05/13/24  
Date

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**APPENDICES A and E**

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

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

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- (6) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a 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)

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**DEBARMENT and SUSPENSION CERTIFICATION**

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

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



Name: Cynthia Moore Chestnut  
Title: Chair

05/13/24

Date

FLORIDA DEPARTMENT OF TRANSPORTATION  
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**DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION**

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

The Gainesville MTPO, 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 Gainesville MTPO, in a non-discriminatory environment.

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



Name: Cynthia Moore Chestnut  
Title: Chair

05/13/24

Date

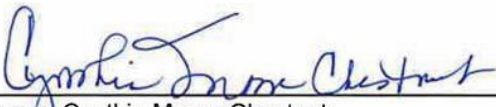
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**LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS**

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

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

  
Name: Cynthia Moore Chestnut  
Title: Chair

05/13/24  
Date

**Federal Fiscal Years 2024-25 and 2025-26  
Title VI Complaint Procedure  
Metropolitan Transportation Planning Organization  
for the Gainesville Urbanized Area**

1. Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation prohibited by the Title VI of the Civil Rights Act of 1964, as amended, and related statutes, may file a written complaint. All written complaints received by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area shall be referred immediately by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning to the Florida Department of Transportation's District Two Title VI Coordinator for processing in accordance with approved State procedures.
2. Verbal and non-written complaints received by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area shall be resolved informally by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning. If the issue has not been satisfactorily resolved through informal means, or if at any time the person(s) request(s) to file a formal written complaint, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning shall refer the Complainant to the Florida Department of Transportation's District Two Title VI Coordinator for processing in accordance with approved State procedures.
3. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning will advise the Florida Department of Transportation's District Two Title VI Coordinator within five (5) calendar days of receipt of the allegations. The following information will be included in every notification to the Florida Department of Transportation's District Two Title VI Coordinator.
  - (a) Name, address, and phone number of the complainant.
  - (b) Name(s) and address(es) of respondent.
  - (c) Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).
  - (d) Date of alleged discriminatory act(s).
  - (e) Date of complaint received by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area.
  - (f) A statement of the complaint.
  - (g) Other agencies (state, local or Federal) where the complaint has been filed.
  - (h) An explanation of the actions the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has taken or proposed to resolve the allegation(s) raised in the complaint.
4. Within ten (10) calendar days, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning will acknowledge receipt of the allegation(s), inform the complainant of action taken or proposed action to process the allegation(s), and advise the

complainant of other avenues of redress available, such as the Florida Department of Transportation's Equal Opportunity Office.

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

# Appendix E: Planning Emphasis Areas

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## A. Federal Planning Emphasis Areas-2021

In December 2021, the United States Department of Transportation issued Joint Federal Highway Administration/Federal Transit Administration Planning Emphasis Areas for its Build a Better America program of the Bipartisan Infrastructure Law. Descriptions of these emphasis areas are as follows:

### **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 Executive Order 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 Justice<sup>40</sup> 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 and 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.

### **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 decision-making 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 decision-making 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 FLMA 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 decision-making 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 decision-making at the State, MPO, regional, and local levels for all parties

## **B. State 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.

### **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.

# Planning Emphasis Area by Task Matrix

**Table F-1**

## Federal Planning Emphasis Areas by Task

Task	Planning Emphasis Areas						
	Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future	Equity and Justice <sup>40</sup> in Transportation Planning	Public Involvement	Strategic Highway Network/U.S. Department of Defense Coordination	Federal Land Management Agency Coordination	Planning and Environment Linkages	Data in Transportation Planning
1.0 Administration	X	X	X	X	X	X	X
2.0 Data Collection	-	-	-	-	-	-	-
3.0 Transportation Improvement Program	X	X	X			X	-
4.0 Long-Range Transportation Plan	X	-				X	-
5.0 Special Projects Planning [Reserved]	X	X	X	-	-	X	-
6.0 Public Participation	X	X	X				-
7.0 Systems Planning	X	X	X				X

**Table F-2**

## State Planning Emphasis Areas by Task

Task	Planning Emphasis Areas		
	Safety	Resilience	Emerging Mobility
1.0 Administration	X	X	X
2.0 Data Collection	-	-	-
3.0 Transportation Improvement Program	X	X	X
4.0 Long-Range Transportation Plan	X	X	X
5.0 Special Projects Planning [Reserved]	X	X	X
6.0 Public Participation	X	-	-
7.0 Systems Planning	X	X	X

## C. Florida Department of Transportation District 2 Planning Activities

District 2 Planning Activities encompass continuing, cooperative, comprehensive efforts to coordinate state, district, regional and local transportation planning in the areas of policy planning, statistics, environmental, safety and system planning. The planning activities include implementing policies, rules and procedures from the Federal legislation and the State of Florida, including the State's Transportation Plan (FTP) that provides a strategic approach to transportation investments for state, regional and local priorities. District Planning Activities also include multidiscipline activities and initiatives within our own District team.

### **Update Florida Transportation Plan (FTP) and the Strategic Highway Safety Plan (SHSP) and Strategic Intermodal System (SIS) Policy Plan 2021**

#### **The Strategic Highway Safety Plan**

The Strategic Highway Safety Plan (SHSP) was updated in 2021.

The SHSP can be accessed at: [Florida's 2021 - 2025 Strategic Highway Safety Plan \(SHSP\)](#). We invite you to view and share the updated SHSP with your partners, employees, family, and friends. Our collaborative effort has resulted in a statewide plan that provides a framework for eliminating fatalities and serious injuries on all public roads. This SHSP:

- Introduces the Safe System approach, which acknowledges that humans make mistakes, the human body is vulnerable, and that we should design and operate our transportation system to ensure that if crashes do occur, they do not result in serious human injury.
- Recognizes the complexity of crashes and categorizes emphasis areas into three components: roadway; road user, including demographics and mode of travel; and road user behavior.
- Expands our strategies beyond the 4Es of traffic safety: Engineering, Education, Enforcement, and Emergency Response to include the 4Is: Information Intelligence, Innovation, Insight into Communities, and Investments and Policies

#### **Florida Transportation Plan**

The FTP Policy Plan Element, Performance Element and Vision Element was updated in 2021.

Virtual workshops and public comment on the Plan updates were run concurrently with the update of the Strategic Highway Safety Plan timeline. A link to the updated FTP plan information is included here:

[www.floridatransportationplan.com](http://www.floridatransportationplan.com)

The FTP encompasses a Vision Element and a Policy Element, that supports and is similar to the Long Range Plans for the MPOs. The FTP vision element provides a longer-term view of major trends, uncertainties, opportunities and outcomes showing the future of Florida's transportation system for the next 50 years. The FTP Policy element defines goals, objectives and strategies for Florida's transportation future over the next 25 years. The policy element provides guidance to state, regional and local transportation partners in making transportation decisions.

District 2 held virtual regional workshops for outreach, coordination and comment on the update of both plans with our MPOs and communities.

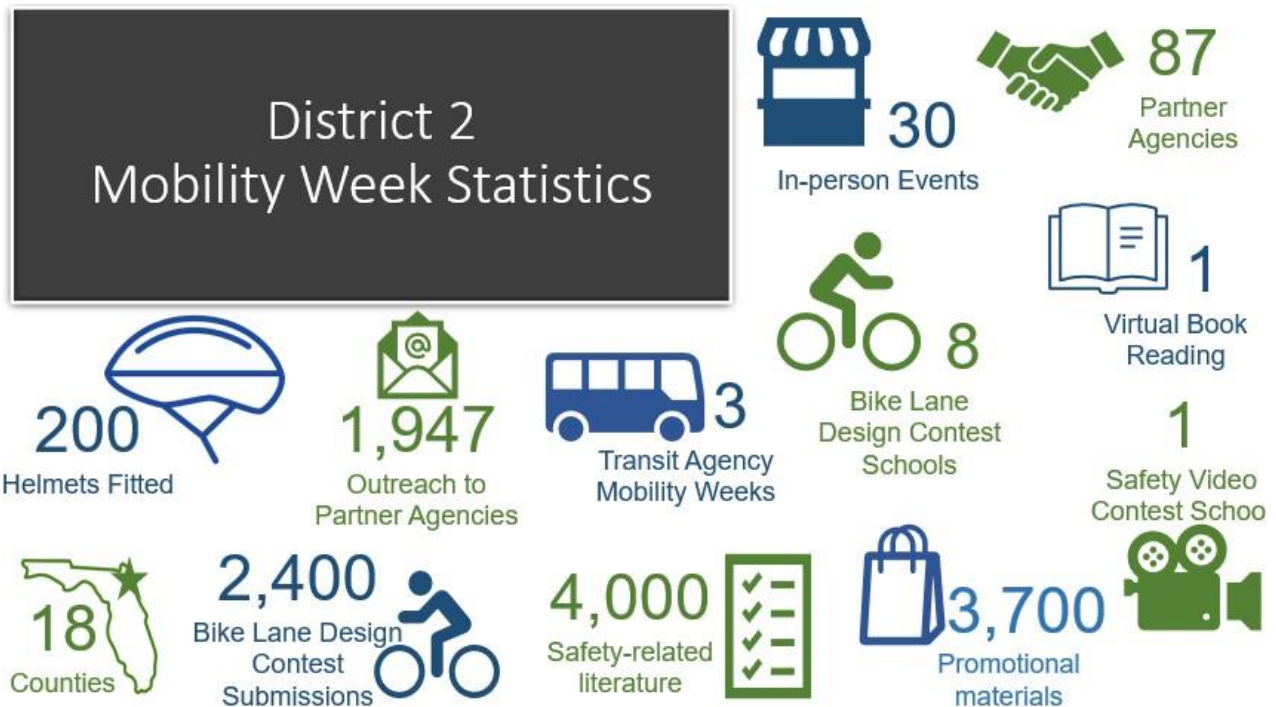
The visions and goals of the FTP and the MPO's Unified Planning Work Program (UPWP) support each other.

#### **Bicycle and Pedestrian Activities**

District 2 Bicycle Pedestrian Coordinator reviews and identifies possible opportunities to add bicycle and sidewalk accommodations to resurfacing and capacity projects. The District reviews and identifies safety issues to recommend additional programs or grant opportunities. The District coordinates the FDOT plans and projects with the MPOs and the local municipalities. Local municipalities have staff on the Electronic Review Comments (ERC) portal access to comment on project plan reviews proposed in their jurisdiction.

The District participates on the local Community Traffic Safety Teams and held our District 2 Mobility Week activities during Annual Mobility Week October 29 through November 5, 2021.

The summary of metrics for our district sponsored activities and partnerships is represented below:



We are implementing a District Wide Bicycle Pedestrian Master Plan, utilizing shape files and data from all 18 counties in the District. The Plan will encompass existing plans from municipalities and build upon the Bicycle Pedestrian Gap Study. We anticipate an adopted District Wide Bicycle Pedestrian Master Plan in 2024. District 2 updated Bicycle/Pedestrian Gap Study website:

[Bicycle/Pedestrian LOS \(hdrgateway.com\)](http://hdrgateway.com)

**ITS Planning**

District 2 has a robust ITS planning program, managed out of the Traffic Operations division. In addition to the Transportation Management Center (TMC) partnership with the NF TPO and FDOT, Blue Toad deployment and data collection has expanded to not only the NF TPO four counties, also has expanded to the Gainesville MTPO urban area.

District 2 staff work together with other agencies to provide safe, efficient travel throughout the regional within the Regional Transportation Management Centers (TMCs); one in Jacksonville and one in Gainesville.

ITS is continually evolving in District 2 with the Road Rangers service patrol program, Dynamic Message signing and 511 travel information. There is currently a campaign and funding program in North East Florida TPO planning boundary for the Wrong Way Driving (WWD) mitigation; The District has begun installation of LED wrong way signs to alert motorists on those off-ramps associated with highest wrong way driving crashes.

The ITS architecture in District 2 includes ITS projects planned for short, medium and long term implementation. The website for specific projects related to ITS in District 2 can be found at:

### **Corridor Planning Studies/Multi Modal Transportation Studies**

The District conducts and provides technical assistance for corridor studies, sub-area studies and other special transportation analysis needed to identify local traffic patterns and transportation needs and to evaluate and recommend improvements to meet those needs. District staff coordinates with local governments, the Jacksonville Transportation Authority (JTA), the Gainesville Regional Transit System (RTS) , the North Florida TPO and the Gainesville MTPO in development and review of planning and design of highway and premium transit projects. The results may range from a set of short-term recommended improvements that address specific problems to a long-range comprehensive action plan for improving a corridor. Project studies are both on and off the State highway system.

The results of corridor studies may range from a set of short-term recommended improvements that address specific problems to a long-range comprehensive action plan for improving a corridor. Project studies are both on and off the State highway system. District 2 currently has an active studies on I-95 from I-10 to the Georgia State line and I-75 from District 5 to I-10.

### **Regional Transportation Planning Coordination**

Furthering the language and mandate of the Fact Act and previous Federal transportation bill language, District 2 supports and participates in all levels of regional coordination and proposed activities among the TPOs and local governments and the MPOAC.

The District provides ongoing technical and policy advisory assistance to the TPOs and counties in District 2 with regard to TRIP (Transportation Regional Incentive Program) as well as meetings and workshops that assist any regional coordination efforts. The District is represented at the North FL Regional Council Board and attends the Board meetings.

In 2021, the District participated in a resiliency study with the City of Jacksonville and the District P/EMO office participated in the statewide Resilience Peer Exchange. District 2 Planning has a representative on the Alternative Fuel Corridor Application as a coordinator.

### **Level of Service**

The District provides an annual capacity review, entitled District Two Level of Service Report, where the District identifies the roadway level of service for existing and future years, determining planning level of needs and timing of improvements. A level of service analysis is conducted for all State highway system (SHS) and SIS designated facilities for the 18 counties in District 2. The District participates on level of service committees for the TPOs in District 2 and provides support data and statistical data in report form and GIS mapping.

### **Transportation Performance Measures and Update of the FDOT Sourcebook**

District 2 provides technical assistance and assists with policy implementation in partnership with the MPOs

regarding adoption schedules, data reporting and implementation of Transportation Performance Measures (TPM). The Department set Performance Targets and adopted measures in cooperation with Federal Highway Administration (FHWA) guidelines and Highway Safety Improvement Program (MAP-21), FAST Act). The MPOs had the option of adopting the State's targets or, developing their own. The MPOs in District 2 have adopted the State's performance measures and targets according to the adoption schedules. completed by the deadlines. The MPOs Transportation Improvement Programs (TIPs) and Transportation Plans (LRTP) reflect a performance based planning process. The District provided the Central Office performance reporting data to the MPOs and provided guidance and assistance on the timelines for 2021.

### **FDOT Sourcebook Update 2021**

This tool provides a single, trusted source for FDOT performance measures and trends charts and data. The *FDOT Source Book* reflects the department's commitment to safety, mobility, and innovation.

Through a series of critical indicators measuring Florida's transportation system performance, FDOT and our transportation partners can access FDOT's trusted data source for enhanced reporting on essential safety measures and mobility performance trends that affect travel demand. The online Source Book contains all measures and trends reported in the previous print versions of the Source Book. This new format allows for interactive and customized reporting of measures by year, area type and roadway network. New features are:

- ❖ Segment-level visualization for the State Highway System, Strategic Intermodal System, and National Highway System,
- ❖ New congestion metrics that report on congestion conditions for 100% of travel (i.e. Heavy, Mild, and Uncongested),
- ❖ Reporting by individual counties and districts,
- ❖ Measures presented for individual transit agencies, seaports, and airports, and
- ❖ Capabilities to download granular data or charts for most measures, as needed.

2020 changed the way we travel and commute as evident by the percent of Florida residents working from home more than doubling. The *FDOT Source Book* accounts for these phenomena while providing insight into the state of Florida's transportation system. Link to the FDOT Source Book:

<https://www.fdot.gov/planning/fto/documents.shtm>

# Appendix F: Certification and Unified Planning Work Program Resolution No. 2024-04

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## **Certification and Unified Planning Work Program Resolution No. 2024-04**

The 2024 Joint Florida Department of Transportation-Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Certification Process is an evaluation for a continuous, coordinated and comprehensive transportation planning process for the Gainesville Metropolitan Area

This appendix includes the following excerpts from the 2024 Joint Florida Department of Transportation- Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Report:

- 2024 Joint Florida Department of Transportation-Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Certificate;
- 2024 Florida Department of Transportation Certification Summary Report Findings; and
- 2024 Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Noteworthy Practices.

In addition, this appendix includes Resolution No. 2024-04 that approves this Unified Planning Work Program and enables the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area to receive federal planning funds.

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

525-010-05c  
POLICY PLANNING  
02/18

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

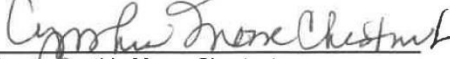
1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b)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

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on March 13, 2024.

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

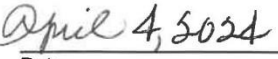
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Name: Greg Evans  
Title: District Secretary (or designee)

  
Name: Cynthia Moore Chestnut  
Title: MPO Chairman (or designee)

04/25/2024 | 4:23 PM EDT

Date

  
Date

**FLORIDA DEPARTMENT OF TRANSPORTATION CERTIFICATION REVIEW LETTER**

[Certification Review Letter To Be Provided By Florida Department Of Transportation]

## Part 1 Section 5: Noteworthy Practices & Achievements

One purpose of the certification process is to identify improvements in the metropolitan transportation planning process through recognition and sharing of noteworthy practices. Please provide a list of the MPOs noteworthy practices and achievements below.

A. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area participated in meetings of the Florida Metropolitan Planning Organization Advisory Council Best Practices Committee. In addition, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area updated its:

1. Annual Multimodal Level of Service Report for 2021 traffic count data; and
2. Annual Transit Ridership Report for Fiscal Year 2022-23 ridership data. In addition, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area periodically monitored monthly transit ridership to assess ridership volume recovery from the impacts of the COVID-19 Pandemic.

B. As part of the post-COVID-19 Public Health Emergency recovery, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area returned to onsite and live cable TV broadcast format of its meetings.

C. As a result of the 2020 Census of Population, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area:

1. Received official designation as a Transportation Management Area (June 6, 2024 Federal Register); and
2. Approved a Membership Apportionment Plan that recommends:
  - a. Expansion of the Metropolitan Planning Area Map - Alachua Countywide; and
  - b. Increase of the voting membership to 15 members
    - i. All five Alachua County Board of County Commissioners;
    - ii. City of Gainesville Mayor and all six of the City Commissioners
    - iii. One Gainesville/Alachua County Regional Airport Authority board member;
    - iv. One School Board of Alachua County member; and
    - v. A Rural Representative [an elected official from a municipality within Alachua County (except Gainesville)].



# **RESOLUTION NO. 2024-04**

RESOLUTION NO. 2024-04

A RESOLUTION OF THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA APPROVING THE FISCAL YEARS 2024-25 AND 2025-26 UNIFIED PLANNING WORK PROGRAM WITH FEDERAL HIGHWAY ADMINISTRATION PLANNING-FEDERAL TRANSIT ADMINISTRATION SECTION 5305(d) CONSOLIDATED PLANNING GRANT FUNDS AND FEDERAL HIGHWAY ADMINISTRATION PLANNING CARRY FORWARD PLANNING FUNDS IN THE AMOUNT OF \$1,496,752.00 FOR FISCAL YEAR 2024-25 AND FEDERAL HIGHWAY ADMINISTRATION PLANNING-FEDERAL TRANSIT ADMINISTRATION SECTION 5305(d) CONSOLIDATED PLANNING GRANT FUNDS IN THE AMOUNT OF \$1,236,159.00 FOR FISCAL YEAR 2025-26 AND AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE PLANNING ACTIVITY MODIFICATIONS THAT DO NOT CHANGE THE OVERALL BUDGET OR SCOPE OF WORK TASKS REGARDING FISCAL YEAR 2024-25 AND FISCAL YEAR 2025-26 PLANNING FUNDS IN ALACHUA COUNTY, FLORIDA; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, as a designated Metropolitan Planning Organization, is entitled to receive Fiscal Years 2024-25 and 2025-26 Federal Highway Administration metropolitan planning funds in Alachua County in order to develop, in cooperation with the state and public transit operators, transportation plans and programs for the Gainesville Metropolitan Area: that provide for the development and integrated management and operation of transportation systems and facilities, including pedestrian walkways and bicycle transportation facilities; that utilize a process for developing such plans that provides consideration of all modes of transportation; that shall be continuing, cooperative and comprehensive, to the degree appropriate, based on the complexity of transportation problems to be addressed; that ensure that the process is integrated with the statewide planning process; and that identify transportation facilities that should function as an integrated metropolitan transportation system, giving emphasis to facilities that serve important national, state and regional transportation functions, including those facilities on the Strategic Intermodal System as designated under Section 339.63, Florida Statutes.

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, as a designated metropolitan planning organization, shall develop, in cooperation with the Florida Department of Transportation and public transportation providers, a unified planning work program that lists all planning tasks to be undertaken during Fiscal Year 2024-25 and Fiscal Year 2025-26 that must provide a complete description of each planning task and an estimated budget therefor and must comply with applicable state and federal law; and

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has prepared the Fiscal Years 2024-25 and 2025-26 Unified Planning Work Program that includes required Assurances and Certifications and will then seek reimbursement of funds for implementation of said unified planning work program from the Florida Department of Transportation.

NOW THEREFORE, BE IT RESOLVED BY THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA:

1. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has the authority to approve the Fiscal Years 2024-25 and 2025-26 Unified Planning Work Program.

2. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area approves and authorizes its Chair to sign the Fiscal Years 2024-25 and 2025-26 Unified Planning Work Program on behalf of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area in order to implement metropolitan planning work tasks and activities in and affecting Alachua County, Florida (Federal Project Identification Number- 0241-060-M).

3. That the Fiscal Year 2024-25 Unified Planning Work Program estimated budget includes one million eight hundred twenty-six thousand eight hundred sixty-eight dollars and no cents (\$1,826,868.00) which represents one million four hundred ninety-six thousand seven hundred fifty-two dollars and no cents (\$1,496,752.00) Federal Highway Administration-Federal Transit Administration consolidated planning grant funds and Federal Highway Administration carry forward grant funds and three hundred thirty thousand one hundred sixteen dollars and no cents (\$330,116.00) state soft matching funds for Fiscal Year 2024-25 (Florida Department of Transportation Project Identification Number- 439318-5-14-01).

4. That the Fiscal Year 2025-26 Unified Planning Work Program estimated budget includes one million five hundred eight thousand eight hundred dollars and no cents (\$1,508,800.00) which represents one million two hundred thirty-six thousand one hundred fifty-nine dollars and no cents (\$1,236,159.00) Federal Highway Administration-Federal Transit Administration consolidated planning grant funds and Federal Highway Administration carry forward grant funds and two hundred seventy-two thousand six hundred forty-one dollars and no cents (\$272,641.00) state soft matching funds for Fiscal Year 2025-26 (Florida Department of Transportation Project Identification Number- 439318-5-14-01).

5. That the amount of reimbursement for federal highway planning is not to exceed one million four hundred ninety-six thousand seven hundred fifty-two dollars and no cents (\$1,496,752.00) in Fiscal Year 2024-25 and one million two hundred thirty-six thousand one hundred fifty-nine dollars and no cents (\$1,236,159.00) in Fiscal Year 2025-26 which represents the Federal Highway Administration/Federal Transit Administration consolidated planning grant and Federal Highway Administration portions for unified planning work program implementation.

6. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Executive Director, in consultation with the Florida Department of Transportation, to modify the Fiscal Years 2024-25 and 2025-26 Unified Planning Work Program to address review federal and state agency comments.

7. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Chair to execute Assurances, Certifications, and all other documents as may be required to implement the Fiscal Years 2024-25 and 2025-26 Unified Planning Work Program.

8. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Executive Director to make modifications to the Fiscal Years 2024-25 and 2025-26 Unified Planning Work Program that do not change the approved Federal Highway Administration overall budget and the Federal Transit Administration overall grant funding; and do not change the scope of work task(s); or do not delete a work task(s).


9. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Chair to sign the Fiscal Years 2024-25 and 2025-26 Unified Planning Work Program that has been revised either by modification by the Executive Director or amendment by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area.

10. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Executive Director to sign any Florida Department of Transportation Unified Planning Work Program Revision Form and transmit said form and supporting documentation to the Florida Department of Transportation when the Fiscal Years 2024-25 and 2025-26 Unified Planning Work Program has been revised either by modification by the Executive Director or amendment approved by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area.

11. That this resolution shall take effect upon its adoption.

DULY ADOPTED in regular session, this 13th day of May, A.D., 2024.

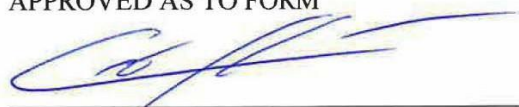
METROPOLITAN TRANSPORTATION  
PLANNING ORGANIZATION FOR THE  
GAINESVILLE URBANIZED AREA

  
Cynthia Moore Chestnut, Chair

ATTEST:

  
Casey Willits, Secretary/Treasurer

APPROVED AS TO FORM

  
Corbin Hanson, Attorney  
Metropolitan Transportation Planning Organization  
For the Gainesville Urbanized Area

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# Appendix G: Definitions of Acronyms

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Below is a listing of acronyms used in this Unified Planning Work Program Fiscal Years 2026-27 to 2027- 28.

<b>Acronym</b>	<b>Definition</b>
COOP	Continuity of Operations Plan
FCTD	Florida Commission for the Transportation Disadvantaged
FDOT	Florida Department of Transportation
FDOT-CO	Florida Department of Transportation Central Office
FDOT-D2	Florida Department of Transportation District 2
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
GUATS	Gainesville Urban Area Transportation Study
LOPP	List of Priority Projects
LOS	Level of Service
LRTP	Long-Range Transportation Plan
MTPO	Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area
MPOAC	Metropolitan Planning Organization Advisory Council
PL	Consolidated Federal Highway Administration Planning Grant Planning Funds with Federal Transit Administration Section 5305(d) Allocation
PL-CS	Complete Streets Set-Aside (equal or greater than 2.5 percent)
PL-DeOb	De-Obligated Planning Funds Carryover
STBG	Surface Transportation Block Grant
SU	Surface Transportation Block Grant - Areas with population greater than 200,000
TIP	Transportation Improvement Program
UPWP	Unified Planning Work Program
USDOT	United States Department of Transportation

# Appendix H: Cost Allocation Plan and Certificate of Indirect Cost

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This appendix includes the North Central Florida Regional Planning Council Cost Allocation Plan. Also included is the Certificate of Indirect Costs.

## COST ALLOCATION PLAN

Fiscal Year 2023-24  
October 1, 2023 to September 30, 2024

North Central Florida Regional Planning Council  
2009 NW 67th Place  
Gainesville, FL 32653-1603  
352.955.2200



## INTRODUCTION

The following report explains the indirect cost system of the North Central Florida Regional Planning Council, hereinafter referred to as the Council, and contains documentation for the basis of the system. Organizations such as the Council, by their nature, present complex accounting needs. During the course of a fiscal year, new projects may be added which were not included in the original budget. Many projects have fiscal years which do not correspond with the fiscal year of the Council. Situations such as these make the preparation of an overall budget difficult and complicates the bookkeeping process since some costs have to be carried over more than one fiscal year to enable the reporting of project expenditures accurately. It also causes challenges in the allocation of expenses. Since the revenue base of the Council is largely grants, contracts and membership dues, the overhead costs of maintaining the office need to be shared by all projects.

## INDIRECT COST ALLOCATION POLICY

All projects may be charged a portion of costs which are necessary to the operation of an organization but cannot be specifically identified as a cost of those projects in accordance with 2 Code of Federal Regulations Part 200. This document provides for the establishment of a cost pool where indirect costs are accumulated and then prorated to various cost objectives on a reasonable and equitable basis. All direct costs are charged directly to the appropriate cost objective and the indirect costs are accumulated in an account called Indirect Cost Pool. Within the Indirect Cost Pool, expenses are broken down by line item accounts. Using the indirect cost rate, these indirect costs are prorated to the cost objectives.

The indirect cost rate is a ratio between total indirect costs and direct personnel costs. A cost allocation is a process which sets out the projected direct costs, the projected indirect costs, and the projected base for allocation of these costs, thus arriving at an indirect cost rate for those costs. Personnel costs are used as the basis for proration because the cost items considered indirect increase with the addition of personnel.

## DIRECT VERSUS INDIRECT POLICY STATEMENT

The policy for determining which costs are direct and which are indirect is dependent on the definition established by 2 Code of Federal Regulations Part 200. Indirect costs are those (a) incurred for a common or joint purpose benefiting more than one cost objective; and (b) not readily assignable to the cost objectives specifically benefited, without effort disproportionate to the results achieved. Using this principle, a determination as to whether it is a direct or indirect expense can be made for each expense.

Audit - An annual audit by an independent certified public accountant firm is a requirement of the Council. The audit is to the general benefit of all projects, and is an indirect expense.

Building Occupancy and Grounds - Costs associated with the operation and maintenance of the Council office building, including utilities, waste collection, lawn services, pest control, heating, ventilation and air conditioning maintenance are indirect expenses because they benefit all projects in general.



Contractual - Bank service fees are an indirect expense because they benefit all projects in general. All other contractual expenses are direct and are charged to the project benefiting from the contractual services.

Dues, Publications and Subscriptions - Council membership dues to various organizations, publications and subscriptions are for the benefit of all projects. Therefore, dues, publications and subscriptions are an indirect expense.

Furniture and Equipment - Fixed assets are purchased by the Council and the purchase costs are recovered from the projects by depreciation charges, either directly or indirectly, as appropriate. Where the asset is required for a particular project, the depreciation charges are charged directly to that project over an appropriate life/project period. Assets having general usage are depreciated through the indirect pool using a generally accepted method of computing depreciation.

Insurance and Bonding - This expense covers general liability/fire and casualty policy, workmen's compensation and bonding coverage. All the policies are maintained for the general benefit of the Council and are indirect expenses.

Legal Services and Public Notices - Costs for Council meeting and Council committee meeting public notices and legal services for administration of projects are indirect expenses because they benefit all projects in general.

Machine Rental/Maintenance - This expense covers rental on any temporary equipment, and maintenance on all office equipment. The maintenance of office equipment benefits all projects. The costs associated with the use of the various pieces of equipment by each project are not readily assignable. Machine rental/maintenance costs are an indirect expense.

Meeting Expenses - Costs associated with Council meetings and Council committee meetings are indirect because they benefit all projects in general.

Moving Expenses - This expense refers to the expense of moving furniture and equipment to new office space and the moving expense allocation paid to new employees to help cover relocation expenses when they join the staff. These costs are an indirect expense.

Office Supplies - Office supplies are an indirect expense. By their nature, office supplies are usually expenses which are not readily assignable to a specific project because of a disproportionate amount of time involved to determine the use of office supplies by each project. Most office supplies are also used mainly to benefit all projects in general. Supplies purchased for use on a specific project are charged as a direct expense to that project.

Personnel Costs - Using a timesheet as a tool, time worked on any specific project can be charged to that project by using the chargeable rate for each employee. Some job functions cannot be charged to a specific project because the time expended is of benefit to all the projects in general and thus are an indirect expense. Some of this work falls into the administrative category and covers: work performed by the Executive Director; the Executive Assistant to the Executive Director; the Finance Director; and the Information Technology and Property Management Director. Most of the secretarial, clerical, administrative assistant and geographic information system personnel costs are non-administrative in nature. This work is pooled and is charged to projects on an indirect basis as well. Indirect personnel costs are assigned to the Indirect Cost Pool and charged along with other indirect expenses.



Printing - Printing for a specific program is a direct charge. Some printing is for general benefit, and therefore, included in the Indirect Cost Pool.

Postage - Most postage charges are direct and are determined by the use of a postage meter. Some postage is for general use, such as administrative correspondence or correspondence for purchases and disbursement. Postage for general use is an indirect cost.

Recruiting - This is an indirect expense and covers expenses of choosing an employee to fill a vacant position, such as advertisement costs and travel expenses incurred for personal interviews.

Reproduction - Photocopy service costs are not readily assignable to a specific project. Photocopy service costs are an indirect expense.

Telephone - The monthly telephone service charge and long distance costs are an indirect expense because they are not readily assignable to a specific project and most of these costs benefit all projects in general.

Travel - This expense is both direct and indirect. Travel expenses incurred for the benefit of a specific project are charged directly to that project. Travel expenses incurred for benefit of the entire organization are an indirect expense.

**U.S. Department of Commerce, Economic Development Administration**  
1401 Constitution Avenue, NW  
Washington, DC 20230

**CERTIFICATE OF INDIRECT COSTS**

This is to certify that I have reviewed the indirect cost rate proposal prepared and maintained herewith and to the best of my knowledge and belief:

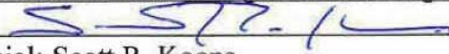
(1) All costs included in this proposal dated December 29, 2023 to establish indirect costs rate(s) for fiscal year beginning October 1, 2023 and ending September 30, 2024 are allowable in accordance with the requirements of the Federal award(s) to which they apply and OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (codified at 2 C.F.R. Part 200). Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal Government will be notified of any accounting changes that would affect the predetermined rate.

(3) The indirect cost rate calculated within the proposal is 66.65% which was calculated using a direct cost base type of Salary and Wage. The calculations were based on actual costs from Fiscal Year 2022-23 minus indirect over applied from Fiscal Year 2022-23 to obtain a federal indirect cost billing rate for Fiscal Year 2023-24.

(4) All documentation supporting the indirect cost rate identified above must be retained by the Recipient. This rate should be reviewed and validated as part of the Recipient's annual financial audit.

Subject to the provisions of the Program Fraud Civil Remedies Act of 1986, (31 USC 3801 et seq.), the False Claims Act (18 USC 287 and 31 USC 3729); and the False Statement Act (18 USC 1001), I declare to the best of my knowledge that the foregoing is true and correct.

Organization Name: North Central Florida Regional Planning Council  
Signature:   
Name of Authorized Official: Scott R. Koons  
Title: Executive Director  
Email Address and Phone: koons@ncfrpc.org, 2009 NW 67th Place, Gainesville, FL 32653-1603, 352.955.2200, ext. 101  
Date of Execution: 12/29/23

# Appendix I: Public Involvement Plan

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## Public Involvement Notice Matrix

Below is the link to the Public Involvement Plan.

<http://www.acgnvmobility.org/>

Forthcoming (following meetings)

# Appendix J: Review Agency Comments and Responses

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Forthcoming (once comments received)

# Gainesville & Alachua County Transportation Planning Organization

*Connecting communities*

*Proudly serving the residents and communities  
within the Alachua County Transportation  
Management Area*

Prepared by the Gainesville & Alachua County TPO  
10 SW 2<sup>nd</sup> Avenue, Room 203  
Gainesville, FL 32601  
Phone: 352-337-6207  
[gainesville-alachuatpo.org](http://gainesville-alachuatpo.org)