

RESOLUTION NO. 2005- 392

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING THE TERMS, AND CONDITIONS OF A JOINT PARTICIPATION AGREEMENT BETWEEN ST. JOHNS COUNTY, FLORIDA, AND THE FIRST COAST METROPOLITAN PLANNING ORGANIZATION, AND AUTHORIZING THE CHAIRPERSON OF THE ST. JOHNS BOARD OF COUNTY COMMISSIONERS TO EXECUTE THE JOINT PARTICIPATION AGREEMENT ON BEHALF OF THE COUNTY, SO THAT THE COUNTY MIGHT DEVELOP A TRANSIT DEVELOPMENT PLAN.

WHEREAS, St. Johns County and the First Coast Metropolitan Planning Organization have expressed the desire to work together and combine their resources and efforts to develop a Transit Development Plan for the St. Augustine urbanized area; and

WHEREAS, the St. Johns Board of County Commissioners has appropriated \$20,970 as the County share toward the development of a Transit Development Plan; and

WHEREAS, a Joint Participation Agreement is required as a basis for combining resources resulting in the development of a Transit Development Plan; and

NOW, THEREFORE BE IT RESOLVED, by the Board of County Commissioners of St. Johns County, Florida that:

Section 1. The above Recitals are incorporated by reference into the body of this Resolution, and such Recitals are adopted as Findings of Fact.

Section 2. The Board of County Commissioners hereby approves the terms and conditions of the Joint Participation Agreement between St. Johns County, Florida, and the First Coast Metropolitan Planning Organization, and authorizes the Chairperson of the Board of County Commissioners to execute the Joint Participation Agreement on behalf of the County, so that the County might develop a Transit Development Plan.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 13 day of Dec., 2005.

ATTEST: CHERYL STRICKLAND, CLERK

**BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA**

By: Patricia DeGrande
Deputy Clerk

James E. Bryant
James E. Bryant, Chairman

RENDITION DATE 12-15-05

Financial PROJECT ID. No.: _____ Fund: _____
SAMAS Approp: _____ Function: _____
Job No. _____ Federal No. _____
Contract No.: _____ Vendor No.: _____

JOINT PARTICIPATION AGREEMENT

⁶ THIS AGREEMENT, made and entered into this 4th day of January, 2005, by and between the FIRST COAST METROPOLITAN PLANNING ORGANIZATION, an agency of the State of Florida, (hereinafter referred to as the "MPO") and ST. JOHNS COUNTY, (hereinafter referred to as the "COUNTY") under Subsections 163.01(4) and (5), Florida Statutes, the Florida Interlocal Cooperation Act of 1969.

WITNESSETH:

WHEREAS, the COUNTY and MPO have expressed the desire to work together and combine their resources and efforts to develop a Transit Development Plan (hereinafter referred to as the "TDP") for the St. Augustine urbanized area; and

WHEREAS, a detailed Scope of Services has been prepared by the Center for Urban Transportation Research at the University of South Florida in conjunction with COUNTY Staff and the Staff of the MPO described in Exhibit "A" that is attached hereto and incorporated herein; and

WHEREAS, a TDP is a multi-year plan required by the Florida Department of Transportation that calls for a description of the transit agency's vision for public transportation, along with an assessment of transit needs in the study area and a staged implementation program to set priorities for improvements; and

WHEREAS, the TDP was incorporated into the MPO's Unified Planning Work Program adopted on May 12, 2005 described in Exhibit "B" that is attached hereto and incorporated herein; and further; and

WHEREAS, the TDP was incorporated into the MPO's Unified Planning Work Program amended on August 11, 2005 described in Exhibit "C" that is attached hereto and incorporated herein; and further; and

WHEREAS, The COUNTY and MPO wish to share TDP development costs; and

WHEREAS, The COUNTY and MPO have agreed on the services and funding each shall contribute towards completing the TDP.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations herein, the parties agree as follows:

1. Each party hereby designates the employee set forth below as its respective Project Manager. Project Managers shall assist with TDP coordination and shall be the party's prime

contact person. Notices or reports shall be sent to the attention of the appropriate Project Manager by US Mail to the addresses as set forth below:

Project Manager for the COUNTY:

William L. Hartmann, P.E.
Transportation Planning Manager
St. Johns County Growth Management Services
4020 Lewis Speedway
St. Augustine, Florida 32095

Project Manager for the MPO:

Denise Bunnewith
Executive Director
First Coast MPO
1022 Prudential Drive
Jacksonville, Florida 32025-5874

2. The COUNTY and the MPO shall perform the services and fulfill the obligations as specifically designated in Exhibits "A" and "B" and "C" that are attached hereto and by reference made a part hereof. Any changes to the obligations shall be mutually agreed to in a formal written amendment prior to being performed by either party.

3. The total TDP costs of the Transit Development Plan for the St. Augustine Urbanized Areas, are to be shared as indicated in Exhibit "C", attached hereto and incorporated herein.

4. Each party shall, upon request, permit the other party to examine all project related records, and documents during or following completion of the TDP. Each party shall maintain all such records and documents for at least three (3) years following completion of the TDP.

5. Records of costs incurred by the County under the terms of this agreement shall be maintained and made available upon request to MPO at all times during the period of this Agreement and for three (3) years after final payment is made. Copies of these documents and records shall be furnished to MPO upon request. Records of costs incurred include the County's general accounting records for the TDP and the TDP records, together with supporting documents and records of the County that pertain to the TDP and all other records of the County considered necessary by the MPO for a proper audit of TDP costs.

6. The COUNTY shall provide the MPO with any and all reports and or other documents from the TDP.

7. In accordance with Section 287.133(2)(a) Florida Statutes, the parties agree that a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract, or enter into a contract, to provide any goods or services to the County or to any of the County's contractors, subcontractors, suppliers, or consultants when such bid or contract pertains to the TDP and may not transact business with the County that pertains to the TDP in excess of the threshold amount provided in s.287.017 Florida Statutes for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

8. The MPO's obligation to pay under this section is contingent upon an annual appropriation by the Florida Legislature. The parties agree that in the event funds are not appropriated to the MPO for the TDP, or the COUNTY's Administration and/or County Commission do not appropriate sufficient non funds for the TDP, this Agreement may be terminated, which shall be effective upon either party giving notice to the other to that effect.

9. This Agreement shall commence on the date above written and remain in effect and binding on the parties until the expiration date of the COUNTY's and MPO's TDP on or about June 30, 2006, unless terminated or extended by mutual written and signed agreement by the parties.

10. Either party may terminate this Agreement upon the other party's default in complying with any term or condition of this Agreement, as long as the terminating party is not in default of any term or condition of this Agreement. To effect termination, the terminating party

shall provide the defaulting party with a written "Notice of Termination" stating its intent to terminate and describing the term and/or condition with which the defaulting party has failed to comply. If the defaulting party has not remedied its default within thirty (30) days after receiving the Notice of Termination, this Agreement shall automatically terminate.

11. Neither party may assign or transfer its rights or obligations under this Agreement, including any operation, maintenance, or financing duties related to the TDP, without the written consent of the other party. This paragraph shall not be construed to prevent the COUNTY from hiring outside contractors to perform any or all of the COUNTY's obligations hereunder.

12. Each party shall comply with all applicable Federal, State and local laws, rules, regulations and guidelines relative to performance under this Agreement.

13. Nothing in this Agreement shall be construed to benefit any person or entity not a party to this Agreement.

14. To the extent provided by law, COUNTY shall indemnify, defend, and hold harmless MPO and all of its officers, agents, and employees from any claim, loss, damage, cost, charge, or expense arising out of any act, error, omission, or negligent act by COUNTY, its agents, or employees, during the performance of the Agreement, except that neither COUNTY, its agents, or its employees will be liable under this paragraph for any claim, loss, damage, cost, charge or expense arising out of any act, error, omission, or negligent act by MPO or any of its officers, agents or employees during the performance of this Agreement.

15. The following documents are attached to and made a part of this Agreement. In the event of a conflict of contract terminology, priority shall first be given to the language in the body of this Agreement, then to Exhibits "A" and "B" and "C".

- A. Exhibit "A" – TDP Scope of Services
- B. Exhibit "B" – MPO's Unified Planning Work Program
- C. Exhibit "C" – MPO's Amended Unified Planning Work Program

16. This Agreement shall be governed and construed in accordance with the laws of the State of Florida.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first above written.

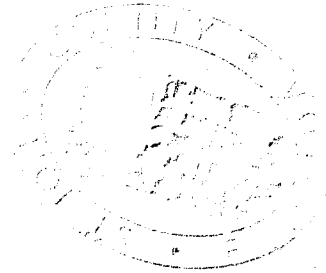
ST JOHNS COUNTY
By its BOARD OF COUNTY COMMISSIONERS

BY: James E. Bryant
James E. Bryant

DATE: 1-4-06

ATTEST: Patricia DeGrand (SEAL)

TITLE: Deputy Clerk



APPROVED AS TO FORM, LEGALITY

Michael D. Hunt
St. Johns County Legal Department

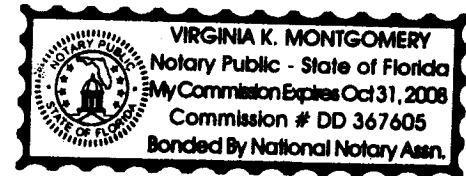
FIRST COAST METROPOLITAN
PLANNING ORGANIZATION

BY: Denise P. Bunnewitz
DENISE P. BUNNEWITZ

DATE: 1-04-06

ATTEST: Virginia K. Montgomery (SEAL)

TITLE: Notary Public



APPROVED AS TO FORM, ~~LEGALITY~~

[Signature]

SCOPE OF SERVICES
ST. JOHNS COUNTY TEN-YEAR TRANSIT DEVELOPMENT PLAN
FY 2006-2015

St. Johns County Board of County Commissioners (BCC), which oversees operations of the St. Johns County public transit service, is responsible for the production of a Transit Development Plan (TDP). A TDP is a multi-year plan required by the Florida Department of Transportation (FDOT) that calls for a description of the transit agency's vision for public transportation, along with an assessment of transit needs in the study area and a staged implementation program to set priorities for improvements. FDOT requires a TDP in order to maintain eligibility for state Block Grant funding.

The transit development plan is also a policy document that integrates transit goals and objectives with those of other adopted plans, including the transportation plan and the comprehensive plan. FDOT strongly encourages a strategic approach to the planning process and emphasizes the importance of public participation in the preparation of the transit development plan.

This scope of services has been prepared jointly by the Center for Urban Transportation Research (CUTR) at the University of South Florida (USF), St. Johns County, and First Coast MPO. It defines the tasks CUTR will complete for the First Coast MPO on behalf of St. Johns County BCC, and the St. Johns County Council on Aging (COA).

It is based on the original sample scope of services developed by FDOT and on CUTR's work in developing the manual to guide the preparation of TDPs. The scope builds on CUTR's experience in conducting transit studies and preparing transit development plans for other agencies in Florida.

CUTR is part of the College of Engineering at USF and has been designated in the Transportation Efficiency Act of the 21st Century (TEA-21) as a National Center for Transit Research. Florida Statutes 287.057(5)(f)(13) allows procurement of such services from governmental entities without competitive bidding.

Task I. Establish a Review Committee

A Review Committee will be established to monitor and provide input to the project and to evaluate deliverables produced by CUTR. The Review Committee will be comprised of approximately three to five members, to include FDOT. It is anticipated that the First Coast MPO Executive Director or her designee will chair this committee and select members of the Review Committee. The Committee will review each deliverable (specified in the individual tasks), and will aid in the development of a public involvement process of the TDP. CUTR will respond to all recommendations from the committee.

Task II. Compile Base Data

Demographic, economic, and transportation data for the study area will be collected by CUTR with assistance from St. Johns County Council on Aging and County and MPO staff. CUTR will take the lead in the conducting of interviews and the non-user discussion groups.

- A. Demographic and economic data will be collected for the study area to provide historical background and a description of the area. The 2000 Census will be used as the primary data source, supplemented with data available from the Bureau of Economics and Business Research (BEBR) of the University of Florida, St. Johns County, Council on Aging and First Coast MPO. Data to be compiled includes the following:
- physical description of area
 - population by age and income
 - population density
 - housing density
 - employment density
 - labor force
 - auto ownership
 - tourist and visitor levels
 - transportation disadvantaged population
 - land uses and densities
 - major trip generators
 - area roadway and traffic conditions, including levels of service, current or projected capacity deficiencies, and current and planned transit services

B. CUTR will assess community perceptions (both system users and non-users) of public transportation needs and services. This will be accomplished by the following means:

- A discussion group consisting of members of the Transportation Disadvantaged Local Coordinating Board and others deemed appropriate by the BCC staff will be used to identify issues and opportunities.
- A second discussion group will be held with a group of residents representing users of the St. Johns County Council on Aging's system, to include not only paratransit riders, but also deviated fixed-route riders of existing transit routes. Although a discussion group is not intended to provide a statistically valid sample, a discussion group is an excellent tool for revealing attitudes because of the open nature of the discussions.
- A random household telephone survey will be conducted of St. Johns County residents to determine the residents' existing awareness of public transportation services, to assess their opinions as to the need and importance of public transportation services in St. Johns County, and finally to ascertain their views on funding for public transportation services.

C. CUTR will assess attitudes of key local officials and community leaders regarding current transit service. CUTR will assess political leaders' views on funding transit projects. Policy issues of greatest local concern will be identified and discussed. Appropriate officials and community leaders will be selected with assistance from the County staff and St. Johns County Council on Aging. It is proposed that CUTR conduct approximately ten (10) interviews.

D. CUTR will develop, administer and analyze a written survey of St. Johns County Council on Aging bus operators and other key employees who regularly interface with customers to obtain their views of the existing services, customer needs, and opportunities to enhance the service.

E. CUTR will develop, administer and analyze a fixed route on-board passenger survey and a paratransit survey distributed by mail (addresses to be provided by the St. Johns County Council on Aging). The surveys will be designed to

capture demographic, travel behavior, and rider satisfaction data from existing St. Johns County Council on Aging passengers, both paratransit and deviated fixed-route.

- F. CUTR will analyze existing trip characteristics by conducting an origin-destination analysis of a sample of trips provided by St. Johns County Council on Aging. This information will be used to determine patterns of travel, peak travel times, and travel-related demographics.

Deliverable: Technical Memorandum No. 1 will summarize demographic, economic, and transportation data, and results of the discussion groups, random telephone surveys, the key official interviews, employee surveys, the on-board passenger surveys, and the trip characteristic analysis. Results will be presented to the Review Committee.

Task III. Identify Goals, Objectives and Policies

With assistance from County staff, St. Johns County Council on Aging and the Review Committee, CUTR will develop goals, objectives and initiatives for St. Johns County Council on Aging. These will be consistent with community goals. It is recognized that findings from later tasks may occasion revisions to the goals and objectives developed at this stage.

CUTR will also work closely with the First Coast MPO, County staff and St. Johns County Council on Aging in delineating a vision of where St. Johns County Council on Aging wants to be in ten years. This step is implicit in each task outlined in this scope of services, but is specifically mentioned here in conjunction with the goals and objectives.

- A. CUTR will review local plans and documents, including County and local government comprehensive plans, previous transit plans, and the transportation disadvantaged service plan, to identify and compile community goals and objectives relating to transit and mobility. CUTR will address how the public transit provider will work with the appropriate regional workforce board to provide services to the participants in the welfare transition program, as delineated in F.S. 341.052.
- B. CUTR will review the results of Task II, particularly the interviews with local officials and community leaders, to gain a better understanding of community goals and objectives relating to transit and mobility.

- C. CUTR will present draft goals and objectives to the Review Committee for approval.

Deliverable: Technical Memorandum No. 2 will outline goals and objectives for St. Johns County Council on Aging, and demonstrate their connection with goals specified in other planning documents.

Task IV. Identify and Evaluate Existing Transit Services

St. Johns County Council on Aging and County staff will assist in developing an inventory of all existing public and private transportation services operating in St. Johns County. These include providers of service to the transportation disadvantaged, intercity bus operators, and taxis.

CUTR will conduct an analysis of existing transit service in the study area. A review of St. Johns County Council on Aging will be undertaken to assess the system using measures falling into three major categories: system performance, effectiveness, and efficiency. In addition, CUTR will compare St. Johns County Council on Aging with other systems throughout Florida and the United States, using current and historical data as available. The performance review will be used to assess the extent to which St. Johns County Council on Aging is meeting the stated goals and objectives for transit service.

- A. CUTR will conduct a performance review of current St. Johns County Council on Aging operations, focusing on system efficiency and effectiveness measures (see Table 1 for measures that will be used based on data availability). A trend analysis will be conducted using historical operating data as well as current data collected in Task IV.
- B. System performance will be compared to similar systems within and outside Florida. The most recent available data will be used in these peer comparisons.

Table 1 -- Performance Evaluation Indicators and Measures

General Performance Indicators	Effectiveness Measures	Efficiency Measures
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passenger trips passenger miles vehicle miles revenue miles vehicle hours route-miles operating expenses capital expenses operating revenues total employees vehicles available for maximum service fuel consumption	vehicle miles per capita passenger trips per capita passenger trips per revenue mile passenger trips per vehicle hour revenue mileage between incidents revenue mileage between road calls	operating expenses per capita operating expenses per passenger trip operating expenses per passenger mile operating expenses per revenue mile farebox recovery ratio revenue miles per vehicle mile revenue miles per vehicle revenue hours per employee passenger trips per employee vehicle miles per gallon average fare
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Deliverable: Technical Memorandum No. 3 will provide a performance review including a trend analysis and peer comparison. An appendix containing specific information on existing transportation providers in St. Johns County will be included in this document.

Task V. Estimate Demand and Assess Needs

CUTR will first project St. Johns County Council on Aging paratransit and deviated fixed-route ridership over a ten-year plan period assuming current service levels are maintained. CUTR will then project demand for transit service in the study area over the same period assuming changes in the type and level of service.

CUTR will conduct a GIS analysis to evaluate existing transit service based on census block group data. This analysis will graphically display St. Johns County Council on Aging's service area and identify areas that are un-served or under-served based on demographic data such as population density, low-income households, youth and elderly population, and auto ownership. This analysis will provide recommendations on areas where transit service would be feasible and provide a relative measure of priority.

Demand will be projected using several approaches. For example, ridership rates from peer systems with different levels of service and per-capita transit spending will be applied to the St. Johns County service area. Price and service elasticities will also be used to estimate the impact of changes in fares or service levels on ridership. Modifications to forecasts may be necessary to reflect impacts from new developments in certain geographic areas or the emergence of new market segments. Demand estimates will be compared to transit ridership at current levels of service. There will not be a demand forecast using computer network simulation.

The needs assessment will take into account travel origins and destinations, geographic areas served by the transit system, frequency and hours of service currently provided, and demographic characteristics of St. Johns County residents. Goals and initiatives from Task III will be considered in assessing the need for improved transit service, as will the results of the interviews and discussion groups. Potential target markets for new or expanded transit service will be identified and assessed. The needs assessment will include an examination of possible intermodal connections and coordination of service with other operators, including travel needs and opportunities with adjacent counties. Impacts of the Americans with Disabilities Act of 1990 (ADA) will also be examined.

Analyses in Task V will be at the system level and will not yield route-specific service design or scheduling recommendations.

- A. CUTR will prepare ridership projections and demand estimates through the ten-year plan period.
- B. CUTR will analyze the extent to which mobility needs are being met by existing transit services, including services for the transportation disadvantaged. Unmet needs and potential new markets will be highlighted.
- C. CUTR will review and analyze needs, opportunities, and alternatives for transit operation in St. Johns County. Alternatives may range from the status quo (maintaining the existing mix of services) to a thorough restructuring of public transportation service, and will include consideration of special event services and Transportation Demand Management measures. These alternatives will be developed in conjunction with the County staff, St. Johns County Council on Aging and the Review Committee, and will support the community's and agency's vision of where it wants to be in ten years.

The results of all previous tasks, particularly the needs assessment, will be considered in developing service delivery options for St. Johns County. Alternatives will be identified and analyzed at this stage without regard for costs, although costs will be determined for each alternative identified. This is in line with the strategic intent of the TDP and the expressed wishes of FDOT in encouraging the TDP process.

Deliverable: Technical Memorandum No. 4 will contain ridership and demand projections, a needs and opportunity assessment, and provide service delivery options for consideration.

Task VI. Formulate Ten-Year Transit Development Plan

CUTR will prepare a ten-year TDP, based on the results of Tasks II, III, IV, and V and with ample input from the Review Committee. The second five-year time frame of the plan will be more visionary in nature and will be less detailed than the first five years. This will not be a service plan; operational analysis and route-specific changes are not within the scope of the TDP. Instead, the TDP will be policy-oriented and strategic in nature; it will integrate transit into more general long-range planning efforts such as the local comprehensive plan and planning for the Americans with Disabilities Act (ADA). A map will be developed indicating areas served, and the type and level of service to be provided.

The following elements will be included in the plan:

- A. Institutional, organizational (to include estimated staffing and administrative needs), and management structure.
- B. Alternatives and recommendations for meeting transit needs.
- C. Ten-year capital improvements, both programmed and desired.
- D. Ten-year financial plan, including projected operating and capital expenses, and projected revenue and funding. A discussion of financial capacity will be included.
- E. A list of recommendations for which no funding source is identified.
- F. Monitoring program to track performance measures, possibly including a process to implement service changes.
- G. Policy and procedural elements ensuring that transit goals and objectives are consistent with and support the local comprehensive plan and other planning initiatives. This will include recommendations on best-practice approaches for integrating transit planning with the overall transportation planning process related to development (concurrency) reviews.

CUTR will prepare and present to the Review Committee and as requested, present to the St. Johns County Board of County Commissioners and the Metropolitan Planning

Organization a draft TDP that includes all elements identified above. The relationship between the TDP and both the City and County Comprehensive Plans and the MPO's Long Range Transportation Plan will be addressed. The Draft TDP will contain policies and strategies to implement the proposed plan, including the development of new funding sources.

Deliverable: CUTR will submit twenty-five (25) copies of the Draft TDP for review, comment, and acceptance.

Task VII. Final Ten-Year Transit Development Plan

Following presentation, review and acceptance of the Draft TDP, CUTR shall prepare and submit the Final TDP document.

Deliverable: Twenty-five (25) copies of the final TDP will be prepared by CUTR and provided to the MPO. CUTR will also prepare and provide the MPO with one CD containing the TDP in Word format and all associated graphics.

STAFFING

A brief description of the principal staff persons assigned to the project follows:

Rob Gregg, Transit Management Program Director, will serve as overall project director and will assist with activities throughout the project. Mr. Gregg has extensive experience in all aspects of public transportation with a heavy emphasis on intergovernmental partnership coordination, market research and transportation planning.

Ann Joslin, Senior Research Associate, will be responsible for the management and documentation of this project and will assist with activities throughout the project. Ms. Joslin has an extensive background in transit planning and operations with an emphasis in Transportation Demand Management and community outreach.

Darrell Smith, Senior Research Associate, Mr. Smith will serve as the local coordinator for the project and will be accessible throughout the project. He has been active in transit planning on the First Coast since he relocated to Jacksonville in 1995 with Amtrak from Washington, DC. After ten years with Amtrak, Mr. Smith served as Manager of Service Planning for the Jacksonville Transportation Authority for six years. Mr. Smith has extensive experience in the metropolitan transportation planning process, transit service design, advanced passenger transportation systems and market research.

Jay A. Goodwill, P.E., CCTM, Senior Research Associate, will assist with activities throughout the project. Mr. Goodwill has extensive experience in the Florida public transportation industry, serving for 20 years as the General Manager of the Sarasota County Area Transit (SCAT) bus system. Mr. Goodwill has been very active in the Florida Public Transportation Association (FPTA), serving in a variety of leadership positions including as the FPTA President in 1990.

Bill Morris, Senior Research Associate, will assist with activities throughout the project. Mr. Morris has 14 years of transit planning experience, and has been involved in public transportation planning in the State of Florida, including LYNX (Central Florida Regional Transportation Authority) and HARTline in Tampa. Mr. Morris' areas of expertise include strategic planning, service planning and ADA planning and implementation.

Mark Mistretta, Research Associate, will also provide assistance during the project. Mr. Mistretta's areas of expertise include transit planning and transit performance analysis.

The project team will include other faculty, students, and secretarial and other support staff as needed, who will work directly on the project and whose costs are included in the direct costs of the project.

GENERAL

Familiarity with the transit service area is vital to the successful preparation of a transit development plan. Accordingly, CUTR will make trips as necessary to St. Johns County for activities such as a "kick-off" meeting, conduct of the interviews and discussion group, surveys of riders and operators, public meetings, and final presentations.

As noted in the description of Task 1, the Review Committee chaired by the MPO's Executive Director or her designee will have final say over all technical memoranda and reports. CUTR will respond to comments from the committee.

PROJECT SCHEDULE

It is anticipated the TDP will be completed within eight months following notice to proceed. A schedule for the completion of preliminary deliverables will be developed in conjunction with the sponsor and based upon affiliated agency support staff resources, meeting schedules and data availability.

PROJECT BUDGET

Salaries (including Fringe Benefits).....	\$59,156
Total Labor Costs	\$59,156
Subcontracting Expenses	\$14,500
Temporary Personnel	\$2,720
Travel.....	\$2,000
Printing, Postage, Telephone, Supplies	<u>\$3,500</u>
Total Other Direct Costs	\$22,720

Total Labor and Other Direct Costs	\$81,876
Indirect Costs @ 5%	<u>\$4,094</u>
Total Fixed PriceTDP Costs	\$85,970

Unified Planning Work Program



July 1, 2005—June 30, 2006

FAP 0050 (43)
CFDA No. 20.205-Highway Planning and
Construction-FHWA
CFDA No. 20.205-Federal Transit Technical
Studies (Metropolitan Planning)-FTA
FM 214198-4-14-01

First Coast Metropolitan Planning Organization
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Telephone 904-306-7500
Facsimile 904-306-7501
www.firstcoastmpo.com

Adopted May 12, 2005

**FISCAL YEAR 2005/2006
UNIFIED PLANNING WORK PROGRAM**

FAP 0050 (43)



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

214198-2-14-01

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TABLE OF CONTENTS

INTRODUCTION	1
Unified Planning Work Program Overview	2
Status of Current Planning Activities (FY 2004/05)	3
Triennial (2004) Certification Recommendations and Responses	8
Planning Priorities	10
Business Plan	11
Air Quality Planning	12
Public Involvement Process	12
ORGANIZATION AND MANAGEMENT	13
Organization and Management Overview	14
Committees	15
Unified Planning Work Program Participants	15
Planning and Funding Agreements	17
Unified Planning Work Program Development	18
Certification Regarding Lobbying	19
Certification Regarding Debarment and Suspension	20
Federal Planning Factors	21
Federal and State Planning Emphasis Areas (PEAs)	23
1.0 ADMINISTRATION	27
1.1 Program Management (First Coast MPO)	28
1.1.1 State Support of Program Mgmt. and Technical Asst. PL, SPR (FDOT)	29
1.1.2 State Support of Program Mgmt. and Technical Asst. FTA (FDOT)	30
1.1.3 Program Management, Administration and Development (JTA)	31
1.1.4 Certification (First Coast MPO)	32
1.1.5 MPO Education/Workshops/Summits (First Coast MPO)	33
1.2 Program Administration (First Coast MPO)	34
1.2.1 Grants/Contracts Administration (First Coast MPO)	35
1.2.2 Personnel Administration (First Coast MPO)	36
1.2.3 Office Operations (First Coast MPO)	37
1.2.4 Training/Travel (First Coast MPO)	38
1.2.5 Legal Services (First Coast MPO)	39
1.2.6 Audit (First Coast MPO)	40
1.2.7 Hosting Services (First Coast MPO)	41
1.3 Program Development (First Coast MPO)	42
1.3.1 Unified Planning Work Program (First Coast MPO)	43
1.3.2 General Consultant Services (First Coast MPO)	44

2.0	DATA COLLECTION	46
2.1	Traffic Count Data (First Coast MPO)	47
2.2	Data Collection for the St. Augustine Urbanized Area (UA) (First Coast MPO)	48
2.3	Model Related Data Collection (First Coast MPO)	49
3.0	TRANSPORTATION IMPROVEMENT PROGRAM	50
3.1	Transportation Improvement Program (First Coast MPO)	51
3.2	First Coast MPO Congestion Management System (First Coast MPO)	53
4.0	LONG RANGE TRANSPORTATION PLAN	54
4.1	GIS/Model Update/ Maintenance (First Coast MPO)	55
4.2	First Coast Long Range Transportation Plan 2030 Update - Amendments (First Coast MPO)	56
4.3	Model Enhancements (FDOT)	57
4.4	NERPM Cube-Voyage Training Sessions (First Coast MPO)	58
4.5	Efficient Transportation Decision Making (ETDM) Process (First Coast MPO)	59
5.0	SPECIAL PROJECT PLANNING	60
5.1	Interstate 10 East Master Plan (FDOT)	61
5.2	Interstate 95 Master Plan (FDOT)	62
5.3	Update / Regional Commuter Rail Study (JTA)	63
5.4	Update / Reevaluation of Waterborne Transit (JTA/First Coast MPO)	65
5.5	Clay County ITS Feasibility Study (First Coast MPO)	66
5.6	Nassau County Bridge Crossing Feasibility Study (First Coast MPO)	67
6.0	PUBLIC INVOLVEMENT	68
6.0	Public Involvement Program (First Coast MPO)	69
6.1.1	Community Outreach (First Coast MPO)	70
6.1.2	Board and Committee Coordination (First Coast MPO)	72
6.1.3	Annual Report (First Coast MPO)	74
6.1.4	Update of the Public Involvement Plan (First Coast MPO)	75
6.1.5	Integrated Marketing Communications (First Coast MPO)	76
6.1.6	Marketing Communications Consultant (First Coast MPO)	78
7.0	SYSTEMS PLANNING	79
7.1	Bicycle/Pedestrian Facilities Planning (First Coast MPO)	80
7.2	Metropolitan Commuter Assistance Program (First Coast MPO)	81
7.3	Northeast Florida Vanpool Program (First Coast MPO)	83
7.4	First Coast ITS Coalition (First Coast MPO)	85
7.5	Transportation Disadvantaged Planning Related (First Coast MPO)	86
7.6	Transit Service Planning (JTA)	88

7.7	Transit Development Plan Update (JTA)	90
7.8	Mobility Access Plan: Park and Ride (JTA)	91
7.9	ADA Sensitivity Training/Planning (JTA)	93
7.10	JTA Communication / Data Integration Assessment Study (JTA)	94
7.11	Transportation Alternatives Studies (TAS) (JTA/FDOT)	96
7.12	Organizational Improvement Assessment Review and Management Performance Study (JTA)	98
7.13	Develop the Rapid Transit Educational Campaign (JTA)	100
BUDGET TABLES		101
Table 1	FY 2005 - 2006 UPWP By Task And Responsible Agency	102
Table 2	FY 2005 - 2006 UPWP By Task And Funding Source	103
APPENDIX A		
	Unified Planning Work Program – Acronyms	
APPENDIX B		
	Resolution Adopting the FY 2005/06 Unified Planning Work Program	



Introduction

INTRODUCTION

Unified Planning Work Program Overview

Annually, the staff of the First Coast Metropolitan Planning Organization (First Coast MPO) prepares the Unified Planning Work Program (UPWP) as required by state and federal regulations. The UPWP defines all major transportation planning activities and budget within the metropolitan area from July 1, 2005 through June 30, 2006.

These planning activities are categorized into seven sections in the UPWP and are described as follows:

- 1.0 ADMINISTRATION:** This section includes tasks that are required to manage the transportation planning process on a continual basis. Work tasks include program management, administration, and development.
- 2.0 DATA COLLECTION:** This section includes tasks that are designed to monitor area travel characteristics and factors affecting travel.
- 3.0 TRANSPORTATION IMPROVEMENT PROGRAM:** Included in this category are those tasks required to develop and manage the Transportation Improvement Program (TIP).
- 4.0 LONG-RANGE TRANSPORTATION PLAN:** Tasks in this section are the planned actions to be taken for the development of the Long Range Transportation Plan (LRTP).
- 5.0 SPECIAL PROJECT PLANNING:** This section provides more detailed planning tasks needed for projects such as bicycles, airport, seaport, corridor and special transit studies.
- 6.0 PUBLIC INVOLVEMENT:** This section describes the tasks necessary to implement the MPO's public involvement program.
- 7.0 SYSTEMS PLANNING:** Included in this section are recurring planning studies/projects such as transit, bike/pedestrian, TDM, or transportation disadvantaged planning.

For each work task, the primary objective, previous work accomplishments, project description and methodology, responsible agency, and funding source(s) are given. Transit planning tasks included in the UPWP are consistent with the Federal Transit Administration's (FTA) latest guidelines for National Emphasis Areas.

Planning tasks are performed with funds under Titles 23 and 48 Federal Transit Act.

The Budget Tables section follows the work task sheets. Table 1 shows the planning funds for FY 2005/06 by task and responsible agency. Table 2 shows the FY 2005/06 UPWP by source from federal, state and local agencies along with work element costs.

A list of UPWP Acronyms is included as APPENDIX A, and the FIRST COAST MPO resolution adopting the UPWP is included in APPENDIX B.

The seven Transportation Equity Act (TEA-21) Planning Areas, the Florida State Planning Emphasis Area FY 2005/2006 and the U.S. Department of Transportation FY 2005 Planning Emphasis Areas are included in the Organization and Management section.

Status of Transportation Planning Activities (FY 2004/05)

TASK 2.1: TRAFFIC COUNT DATA (FIRST COAST MPO)

The Average Daily Traffic Count Booklet for 2004 was completed and made available to the public upon request. The traffic count data is also on the First Coast MPO web site.

TASK 3.1: TRANSPORTATION IMPROVEMENT PROGRAM (FIRST COAST MPO)

The Transportation Improvement Program (TIP) for Fiscal Years 2005/2006 through 2009/2010 (TIP) was developed and approved by the First Coast MPO. During the TIP development presentations soliciting public and agency input were made to the First Coast MPO and its Committees, planning commissions of member local governments, citizen planning advisory committees, civic and business organizations, etc. The TIP was distributed as required and made available to the public on request. The TIP is also available on the First Coast MPO web site. The FY 2009/2010 List of Priority Projects was developed, approved and transmitted to FDOT in September 2004.

TASK 3.2: FIRST COAST MPO CONGESTION MANAGEMENT PLAN IMPLEMENTATION (FIRST COAST MPO)

Identifying transportation corridor studies for inclusion in the FY 2008/2009 MPO List of Priority Projects and ultimately the 2004/2005 through 2008/2009 Transportation Improvement Program. These activities are performed annually and were completed in August 2004. The Congestion Management Plan update was initiated in January 2005.

TASK 4.1: JUATS 2025 MODEL MAINTENANCE/UPDATE (FIRST COAST MPO)

Continued to update and maintain a geographical information system (GIS) base map and model through input from the North East Florida Transportation Applications Forum, which included government agencies and private consultants and continues to meet quarterly.

TASK 4.2: NORTH EAST FLORIDA REGIONAL PLANNING MODEL (FDOT)

This TranPlan based model was used to develop the First Coast 2030 Long Range Transportation Plan adopted in December 2004. The approved model was released for use to consultants and local governments in March 2005.

In accordance with the decision of the Florida Model Task Force the model was converted from TranPlan to Cube Voyager and released in this format also in March 2005.

TASK 4.3: FIRST COAST 2030 LONG RANGE TRANSPORTATION PLAN (FIRST COAST MPO)

The development of the 2030 Long Range Transportation Plan was initiated in FY 2003/2004 and was adopted in December 2004.

TASK 5.1: INTEGRATION OF ECONOMIC AND FREIGHT MOBILITY (FIRST COAST MPO)

The study was expanded to include the Port of Fernandina in Nassau County and was completed by June 30, 2005.

TASK 5.2: BICYCLE/PEDESTRIAN FACILITIES PLANNING (FIRST COAST MPO)

Continued to assist the Bicycle/Pedestrian Advisory Committee (B/PAC) in identifying its mission throughout FY 2004/2005. Continued to assist in implementing the Traffic and Bicycle Safety Education Program for Duval County. Provided input into developing bicycle and pedestrian trails. Provided input into the designs of various roadway projects throughout the year. Continued developing the Regional Greenways Master Plan.

TASK 5.3: COMMUTER ASSISTANCE PROGRAM (FIRST COAST MPO)

An annual grant is provided to support ongoing Metropolitan Commuter Assistance Program (**MCAP**) activities. The **MCAP** assisted and provided the general communities of **First Coast Five County Areas** and other concerned and involved entities with planned recruitment efforts, presentations and workshops. Contacted and disseminated local employer newsletters information and forwarded Public Service Announcements (PSA's) to major television, radio stations and newspaper media. Provided computer carpool & vanpool matched commuter letters and vicinity maps to individuals and employees. Assisted regional employers with scatter plot maps of employee home and work site locations. Created van pools at Mayport Naval Station and continued to address parking and congestion problems at Jacksonville Naval Base. Provided commuter input, informational surveys and assisted with coordinating annual promotional **B-BOPP To Work and Transit To Work**

activities and events in conjunction with private and public sector employers and organizations. Conducted on site commuter alternative promotional events at Jacksonville Landing, Hemming Park, Adams Mark Hotel and Baymeadows Commercial Park areas.

TASK 5.4: COMMUTER ASSISTANCE STRATEGIC PLAN (FIRST COAST MPO)

The Commuter Assistance Study was completed.

TASK 5.5: ESTABLISHMENT OF ITS CONSORTIUM (FIRST COAST MPO)

The First Coast MPO established the First Coast ITS Coalition, a partnership of regional agencies and local municipalities whose goal is to implement ITS solutions consistent with the First Coast Regional ITS Master Plan. The MPO also began developing the First Coast Regional ITS Master Plan.

TASK 5.6: INTERSTATE 10 MASTER PLAN (FDOT)

Work continued on the I-10 Master Plan, including development of recommended alternatives and extensive public involvement. Anticipate completion of the Master Plan by September 2005.

TASK 5.7: TRANSPORTATION DISADVANTAGED PLANNING RELATED (FIRST COAST MPO)

Coordinating transportation services provided to the transportation disadvantaged in Duval County continues through the implementation of the provisions of Chapter 427, Florida Statutes and Rule 41-2, Florida Administrative Code. The coordination of these services is intended to promote cost effective, efficient, safe transportation for the transportation disadvantaged and to reduce duplication of service and the otherwise fragmented delivery thereof.

TASK 5.9: TRANSIT SERVICE PLANNING (JTA)

Based upon previous work accomplished under this task, the JTA staff built a route profile analysis of all local bus lines within the mass transit system. A copy of this report has been provided to the First Coast MPO. This data was translated to an internal on-line database, which is updated quarterly with detailed passenger ridership statistics by individual bus line, bus stop and time of day. This information is obtained through the automatic passenger counters (APC) now currently on 54 of the JTA's buses. In addition, the database contains the First Coast MPO's population and employment figures by traffic analysis zone, organized by bus line. Based on this data, the JTA bus line system has been adjusted or modified to better meet passenger travel demands and improve efficiencies. Because of these reviews, The JTA has created 18 interliners out of 36 previously existing routes. Additional routes have been adjusted to better serve destination and to create predictable schedules. Although ridership is growing, the JTA continues to look at ways of improving these routes in terms of passenger convenience and productivity. The JTA has also utilized National Transit Database (NTD) consultants, to help with completing the annual NTD report that is required to be submitted by January 31

annually to maintain eligibility for federal funding.

TASK 5.10: TRANSIT DEVELOPMENT PLAN UPDATE (JTA)

This task provided for completing the major update of the five-year Transit Development Plan (TDP) consistent with the Florida Department of Transportation requirements.

TASK 5.11: MOBILITY ACCESS PLAN (JTA)

This project was deferred.

TASK 5.13: ADA SENSITIVITY TRAINING /PLANNING (JTA)

A four-hour training course was updated and implemented for new JTA drivers and direct service employees. Full time trainers will have presented the training this year to roughly 30 new drivers and direct service personnel. Approximately 330 drivers and direct service employees have been trained.

TASK 5.14: INTELLIGENT TRANSPORTATION SYSTEM (ITS) NEEDS ASSESSMENT AND INTEGRATION PLAN (JTA)

This project was deferred from the FY 04/05 UPWP, pending completion of the ITS Master Plan. This study is now referred to as the ITS Master Plan and is being undertaken as a joint project with the First Coast MPO.

TASK 5.15 TRANSPORTATION ALTERNATIVES STUDIES (FDOT/JTA)

The JTA and FDOT have completed the first portions of a multi-phased Transportation Alternatives Study (TAS). Under the Corridor Evaluation Study (Phase A) four corridors were recommended for future studies and their sequence determined. The North-Southeast Corridor (first priority corridor Phase B) work effort is nearing completed an Alternative Analysis and Draft Environmental Impact Statement (AA/DEIS), which will evaluate and select a Locally Preferred Alternative consisting of an alignment and mode.

The North/Southeast Corridor AA/DEIS will be completed by November 2005. The East/Southwest Corridor Study (second priority corridor Phase C) work effort is now underway to conduct an Alternative Analysis and Draft Environmental Impact Studies (AA/DEIS), which will evaluate and select a Locally Preferred Alternative consisting of an alignment and mode. The East/Southwest Corridor Study AA/DEIS will be completed by November 2005. All studies will be completed in accordance with the regulations of the FDOT, FHWA, FTA and EPA. An extensive public involvement program (PIP) will be conducted during each corridor AA/DEIS. When each corridor study is concluded, specific recommendations will be made for transportation facilities. These recommendations will be reviewed and approved by the JTA TAC, CAC and Board and the First Coast MPO CAC, TCC and Board.

TASK 5.16: ORGANIZATIONAL IMPROVEMENT ASSESSMENT REVIEW AND MANAGEMENT PERFORMANCE STUDY (JTA)

This Task provides for a management performance, strategic planning study and fiscal audit of the organization that will result in implementation of organizational improvements coupled with an agency restructuring initiative. Phase I was completed in FY 2004. Phases 2 and 3 began in FY 2005 and are expected to be substantially complete as of June 2006.

TASK 6.1: AIR QUALITY PLANNING (FIRST COAST MPO)

The Conformity Determination Report for the First Coast Long Range Transportation Plan 2030 Update was completed, forwarded to and approved by the Florida Department of Transportation, the Florida Department of Environmental Protection, the Federal Highway Administration, Federal Transit Administrations and the U.S. Environmental Protection Agency. Conformity of the TIP for FY 2004/05 through 2008/09 was redetermined in April 2005.

TASK 7.1: PUBLIC INVOLVEMENT PROGRAM (FIRST COAST MPO)

The CAC continues to meet regularly to advise the First Coast MPO regarding transportation issues. Throughout the year the First Coast MPO Staff attended public meetings, public hearings, community and civic meetings, various citizens planning advisory committee meetings and several local planning and zoning board meetings to discuss transportation related issues. An annual assessment of the First Coast MPO's public involvement activities was prepared.

TASK 7.1.1: COMMUNITY OUTREACH (FIRST COAST MPO)

Community outreach is an on-going process. Information was distributed to citizens through mailings, telephone, personal contact, press releases and advisories, radio and television public affairs programs, presentations to business/civic groups in the four-county service area, participation in select public events and the web site. All major work products were posted and updated on the website.

The organization's website underwent a significant edit and information update, which included graphic improvements. The website is a major informational /outreach vehicle for the agency.

As directed by the First Coast MPO Public Involvement Plan, the MPO has been seeking and considering the needs of those traditionally underserved by existing transportation systems, including but not limited to low-income and minority households. During FY 2004/05 staff very actively expanded the opportunities to give informational presentations to civic and community organization and trade groups and focused on opportunities in Nassau County which is new to the MPO. The MPO participated for the first time in the Regional Black Expo which attracted visitors from our service area. Staff also regularly attended Jacksonville's Citizens Planning Advisory Committee (CPAC) meetings, city and town council meetings and pertinent committee meetings, county commission meetings, neighborhood

meetings and associated economic development groups to receive public input on various transportation programs and projects and to share information regarding our initiatives and projects. In addition, the MPO joined the Jacksonville Regional Chamber of Commerce and staff is becoming involved in various committees and outreach opportunities.

TASK 7.1.2 BOARD AND COMMITTEE COORDINATION (FIRST COAST MPO)

This is a continuing project. Meetings were held throughout the fiscal year and records of minutes and actions at MPO, TCC and CAC meetings were recorded for each meeting. The MPO, TCC and CAC agenda books and materials were posted monthly on the MPO website beginning January 2003. The bylaws and procedures for the MPO, CAC, TCC and DCTDC Board were reviewed, edited and updated. Once approved by the MPO they were added to the organizational web site.

TASK 7.1.3 ANNUAL REPORT (FIRST COAST MPO)

The 2004 First Coast MPO Annual Report was produced.

TASK 7.1.4: ADVERTISING/MARKETING/COMMUNICATION (FIRST COAST MPO)

With the addition of a Public Information Manager, a media list in the four-county service area was established and is updated accordingly; press releases and media advisories were distributed periodically regarding projects and other initiatives; proactive media outreach was established with reporters to create organizational interest and attention; portable displays were updated and staff participated in several public events; content and graphic changes are made timely to the web site to keep it current.

Triennial (2004) Certification Recommendations and Responses

Every three years the Federal Highway Administration and Federal Transit Administration certify the First Coast MPO's planning process. This is an extensive onsite review of the MPO to ensure compliance with federal guidelines and procedures for the metropolitan planning process. Identified below are the September 2004 Certification recommendations and the First Coast MPO's responses.

- 1. Citizens Advisory Committee (CAC): The MPO is encouraged to continue working to get and maintain a representative composition of First Coast MPO residents on the CAC. If 22% of the population in the MPO area is African American, efforts need to be made to gain African American representation on the CAC. The MPO should continue toward obtaining greater involvement of all populations within the MPO boundary, and ensure their adequate representation on the various MPO policy and technical committees.**

The First Coast MPO has added three minority members to the Citizens Advisory Committee. The appointment of a Hispanic member is pending.

- 2. Intelligent Transportation System (ITS):** The MPO needs to adopt the regional ITS architecture and are encouraged to incorporate projects selected from the adopted regional architecture into the MPO LRTP. This action is needed to be consistent with the state guidance for implementing Rule 940, so that the MPO may continue to use federal funds for ITS projects after February 7, 2005.

The First Coast MPO adopted the FDOT Regional Architecture on February 9, 2005 and incorporated ITS projects in the LRTP adopted in December 2004 (completed under Task 4.3 in the FY 04/05 UPWP). The MPO has also established an ITS Coalition and is developing an ITS Master Plan. There are two tasks in the FY 05/06 UPWP that address ITS: Task 7.4 First Coast ITS Coalition and Task 7.10 Intelligent Transportation System Needs Assessment and Integration.

- 3. Public Transportation Joint Participation Agreement (PTJPA):** The MPO should update this agreement by December 31, 2004.

The First Coast MPO has updated the Public Transportation Joint Participation Agreement as requested. The update to the PTJPA is addressed on page 17 under Planning and Funding Agreements.

- 4. Long Range Transportation Plan (LRTP):** The Department has developed an Appendix for MPO plans, which identifies the statewide funding estimates and objectives for the non-capacity programs. The MPO should incorporate this Appendix in the 2030 LRTP Update. Furthermore, the MPO is encouraged to work to enhance the criteria used to prioritize project in the LRTP.

The statewide funding estimates and objectives for the non-capacity programs have been included as an Appendix of Technical Report #4, Financial Resources. This was completed under Task 4.3, First Cost 2030 Long Range Transportation Plan, in the FY 04/05 UPWP.

- 5. Congestion Management System (CMS):** The MPO is commended for using a wide variety of strategies to address congestion, including transportation demand management measures, growth management, congestion pricing, traffic operational improvements, public transportation improvements, and ITS measures. However, the CMS should be updated by June 15, 2005 to incorporate all these approaches.

The First Coast MPO is in the process of updating the Congestion Management Plan and will have a draft plan for review by June 15, 2005. The Update of the Congestion Management Plan was addressed under Task 3.2 in the FY 04/05 UPWP. Included in the FY 05/06 is Task 3.2 First Coast MPO Congestion Management System (CMS). The objective of this task is the implementation of CMS.

Planning Priorities

The First Coast MPO held a Board Retreat in January which assisted in establishing planning priorities for FY 05/06. The most significant include:

To better inform MPO Board Members, Committee Members, other elected officials and the public about various topics. (Task 1.1.5) Based upon the Board's discussion and direction the MPO will sponsor one or more of the following:

- Annual Board Retreat (Board Members and Staff) to direct the Board and Staff's activities for the upcoming fiscal year.
- Transportation and Land Use Summit (co-hosted with the Northeast Florida Regional Council) to educate local elected officials and planning commission members about the relationship of land use and transportation decision making.
- Toll Summit to discuss tolls as a revenue source for projects in the long range transportation plan and to educate local elected officials and the public of advances in toll technology.
- New Member Training Workshop (For MPO and Committee Members)
- Policy Forum sponsored by the Legislation Committee.

Increase data collection efforts

- **Task 2.2** Assess the St. Johns County Commission/Council on Aging in providing transit service in the St. Augustine Urbanized Area through data collection.
- **Task 2.3** Collect travel time and other data to improve model development for the 2030 Long Range Transportation Plan.

Integrate the State's Efficient Transportation Decision Making (ETDM) Process into the MPO's transportation planning process (Task 4.5)

Continue to champion ITS in Northeast Florida through the ITS Coalition (Task 7.4)

Secure state funding for additional corridor studies

- Task 5.5- Clay County ITS Feasibility Study
- Task 5.6- Nassau County Transportation Study

Strengthen public involvement efforts (Task 7.1) Assess the effectiveness of the First Coast MPO's public involvement program and initiate an update. Continue efforts to increase the visibility and awareness of the First Coast MPO.

Improve and Promote the Commuter Assistance Program (Tasks 7.2 and 7.3) A strategic work plan will be developed and implemented for the Northeast Florida Vanpool program.

Business Plan

Anticipated Carryovers in Fiscal Years 2005/06, 2006/07 and 2007/08 are identified below:

Task 1.2.3 – Office Operations

Task 1.2.3 may carry over \$100,000 each year over three years to accumulate \$300,000 by FY2007/08.

Fiscal Year 2005/2006

The First Coast MPO will carry over \$100,000 to replace computers, copiers and miscellaneous equipment when needed.

Fiscal Year 2006/2007

The First Coast MPO may carry over \$200,000 to replace computers, copiers and miscellaneous equipment when needed.

Fiscal Year 2007/2008

The First Coast MPO may carry over \$300,000 to replace computers, copiers and miscellaneous equipment when needed.

Task 4. 2 – First Coast Long Range Transportation Plan 2030 Update – Amendments

Task 4.2 will carry over \$ 236,654 the first year and \$150,000 in the second and third years to accumulate \$536,654 by FY2007/08 in anticipation of a major LRTP update in December 2009 or sooner if required.

Fiscal Year 2005/2006

The First Coast MPO will carry over \$236,654 for the First Coast Long Range Transportation Plan Update in anticipation of a major LRTP update in December 2009 or sooner if required.

Fiscal Year 2006/2007

The First Coast MPO will carry over \$386,654 for the First Coast Long Range Transportation Plan Update in anticipation of a major LRTP update in December 2009 or sooner if required.

Fiscal Year 2007/2008

The First Coast MPO will carry over \$536,654 for the First Coast Long Range Transportation Plan Update in anticipation of a major LRTP update in December 2009 or sooner if required.

Air Quality Planning

The First Coast MPO has been informed by the U.S. Environmental Protection Agency (USEPA) that whereas Duval County is attaining the new 8-hour ozone standard, effective June 15, 2005, with the revocation of the 1-hour ozone standard, the demonstration of conformity of the transportation improvement program and long range transportation plan with the provisions of the Clean Air Act Amendment of 1990 and the State Implementation Plan will no longer be required. Although formal Conformity Determinations are no longer required, consideration of air quality is still important, and is a factor in making decisions.

Public Involvement Process

The UPWP was presented to the Technical Coordinating Committee (TCC), Citizen Advisory Committee (CAC) and the First Coast MPO in March and April for review and comment. Request for planning tasks were solicited during these meetings. The TCC, CAC and First Coast MPO approved the UPWP in May. All meetings were noticed and time was provided for public comment.

The UPWP 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."



Organization and Management

ORGANIZATION AND MANAGEMENT OVERVIEW

The First Coast Metropolitan Planning Organization (First Coast MPO) is a newly independent regional body composed of elected and appointed representatives from the Cities of Jacksonville and St. Augustine, the Jacksonville Beaches, Clay, Nassau and St. Johns Counties, and the independent transportation authorities:

- Jacksonville Airport Authority
- Jacksonville Port Authority
- Jacksonville Transportation Authority
- Nassau County Ocean, Highway and Port Authority
- St. Augustine/St. Johns County Airport Authority

Ex officio members include the District 2 Secretary, Florida Department of Transportation and a representative from the U.S. Navy.

The First Coast MPO is the primary agency responsible for transportation planning in Clay, Duval, Nassau and St. Johns Counties.

On August 14, 2003 the First Coast MPO voted unanimously to become an independent agency. Since its inception in the late 1970's, the First Coast Metropolitan Planning Organization (First Coast MPO), originally known as the Metropolitan Planning Organization for the Jacksonville Urbanized Area, had been housed by the City of Jacksonville. This decision was made concurrent with the decision to expand the First Coast MPO boundary to incorporate the newly designated St. Augustine Urbanized Area and urbanizing portions of Clay and St. Johns Counties. This decision was not made lightly and was preceded by a study of independent metropolitan planning organizations in Florida and throughout the United States and made at the urging of the Florida Department of Transportation and the Florida Transportation Commission. In October 2003 the First Coast MPO adopted a new Boundary and Apportionment Plan and submitted it to Governor Jeb Bush for approval. This approval was forthcoming in December 2003. One year later, at the request of the Nassau County Commission the Board revised the Boundary and Apportionment Plan to include the urbanizing portion of Nassau County and submitted it to Governor Jeb Bush. Voting membership was added for the Board of County Commissioners and the Ocean, Highway and Port Authority which oversees the Port of Fernandina.

The offices of the First Coast MPO are located at 1022 Prudential Drive, Jacksonville. All MPO meetings except workshops and public meetings for the Long Range Transportation Plan Update and other similar studies are held at this location.

The First Coast MPO has an independent staff and is funded with grants from the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Florida

Department of Transportation (FDOT) and the Florida Commission for the Transportation Disadvantaged. To provide additional operating funds and the required local match for some grants a local annual assessment is charged to each of the participating counties and authorities. As per an interlocal agreement this assessment cannot exceed \$1 per capita. The assessment is reviewed annually and can be lowered or increased with Board approval.

It is the MPO's intent to request additional funding from the Florida Department of Transportation (District II) to fund one or more corridor studies annually. Prior to separation from the City of Jacksonville, the MPO Policy Board was assured that if in a given fiscal year the MPO spent all but 10% of their annual award of federal planning funds the Florida Department of Transportation (District II) would provide additional funding. The First Coast did so in both Fiscal Years 2003/2004 and 2004/2005.

Committees

Several committees advise the First Coast MPO. The Technical Coordinating Committee is composed of technical staff representing the various local governments within the First Coast MPO area, primarily planners and engineers. The Citizens Advisory Committee (CAC) includes local citizens representing a broad spectrum of geographical, social and economic interests. The Bicycle/Pedestrian Committee (B/PAC) has representatives from local governments and citizens interested in improving bicycle and walking conditions in the First Coast MPO area. The Duval County Transportation Disadvantaged Coordinating Board (TDCB) also serves to help guide the First Coast MPO in providing service for the disabled. The newly-formed Business, Industry, and Government Transportation Roundtable (BIG Transportation Roundtable) has representatives from local businesses and government entities such as economic development councils and school boards who are interested in transportation issues. Each committee carries out its prescribed responsibilities at regularly scheduled meetings.

Unified Planning Work Program Participants

The following agencies participate in the planning process of the First Coast MPO and are, except for the Federal agencies, represented on one or more of the following: First Coast MPO, TCC, B/PAC, TDCB, CAC and the BIG Transportation Roundtable. Coordinating these groups and their involvement in the planning process is conducted by the First Coast MPO Staff,

LOCAL AGENCIES

City of Jacksonville Planning and Development Department
City of Jacksonville Office of the Traffic Engineer, Department of Public Works
Better Jacksonville Plan Division, Department of Public Works

City of Jacksonville Office of the Sheriff
City of Atlantic Beach
City of Jacksonville Beach
City of Neptune Beach
Town of Baldwin
JEA (electric-water-sewer utility for Jacksonville)
Jacksonville Airport Authority
Jacksonville Port Authority
Jacksonville Transportation Authority
Northeast Florida Regional Council
Clay County Planning Department
Clay County Engineering Department
Clay County Public Works Department
Clay County Utility Authority
Clay, Duval, Nassau and St. Johns County School Boards
Town of Orange Park
City of Green Cove Springs
Nassau County Planning Department
Nassau County Department of Public Works
Nassau County Utility
Nassau County Ocean, Highway and Port Authority
City of Fernandina Beach
Town of Callahan
St. Johns County Growth Management Services Department
St. Johns County Public Works Department
St. Johns County Utility Authority
City of St. Augustine
City of St. Augustine Beach
St. Augustine-St. Johns County Airport Authority

STATE AGENCIES

Commission for the Transportation Disadvantaged
Florida Department of Environmental Protection
Florida Department of Transportation

FEDERAL AGENCIES

Federal Highway Administration
Federal Transit Administration
US Environmental Protection Agency

The First Coast MPO adopted a policy manual containing rules and bylaws for the First Coast MPO, TCC and CAC. The manual, entitled, Rules of Procedure and By-laws was adopted on April 12, 2001 and revised November 2003 and February 2005.

Revisions of 23 CFR 450, Statewide and Metropolitan Planning Rules and Regulations, require metropolitan planning organizations to adopt a proactive public participation and intergovernmental consultation policy and procedure that allows adequate opportunity for public official and citizen involvement in developing the transportation plan and transportation improvement program before their approval by the First Coast MPO. On March 8, 2001, the Public Involvement Plan for the First Coast Metropolitan Planning Organization was approved.

Planning and Funding Agreements

In Fall 2004 the Governor approved the First Coast MPO Boundary and Apportionment Plan adding Nassau County. Subsequently, the FDOT and First Coast MPO executed new agreements, as appropriate.

1. Standard Interlocal Agreement - This Agreement assures eligibility to receive federal capital and operating assistance pursuant to 23 U.S.C. 134 and Section 3(a)(2), f(a), 5(g)(1) and 5(1) of the Urban Mass Transportation Act of 1964, as amended [49 U.S.C. 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. The agreement was approved December 9, 2004.
2. Standard Joint Participation Agreement for Section 112 Funds - This Agreement is to assist in undertaking the PL funded portion of the First Coast MPO Unified Planning Work Program prepared by the First Coast MPO in conformance with 23 CFR Part 1 and 23 CFR 450, Subpart A, to provide financial assistance to the First Coast MPO for transportation planning related activities, as required under 23 U.S.C. 134, to state the terms and conditions upon which such assistance will be provided, and to recite the understanding as to the manner in which the Project will be undertaken and completed. The agreement was approved July 2004.
3. Standard Joint Participation Agreement for FTA 5303 Funds - This agreement provides FDOT assistance to the First Coast MPO to undertake FTA funded work elements as defined in the UPWP, and to state the terms and conditions upon which such assistance will be provided. The agreement is approved annually.
4. Interlocal Agreement for Administrative Services and Facilities - This agreement sets forth the administrative services and facilities provided by the Jacksonville Transportation Authority to the First Coast MPO. The agreement

was approved January 1, 2004.

5. Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement - This agreement is to provide coordination among the FDOT, the First Coast MPO, and providers of Public Transportation, including airport and seaport authorities; and to provide a process through the Regional Planning Council for intergovernmental coordination and review, and identify and resolve inconsistencies between proposed First Coast MPO transportation plans, and the local government comprehensive plans of member governments. The agreement was approved December 2004.

Unified Planning Work Program Development

The UPWP is subject to review by the Citizens Advisory Committee and Technical Coordinating Committee prior to approval by the First Coast MPO.

Federal Highway Administration (FHWA) PL funded projects are generally 81.93% Federal, 9.035% State and 9.035% Local. For FY 2004/05, Florida Department of Transportation will soft match the PL 112 Funds using toll revenue expenditures as a credit toward the non-federal matching share.

FTA-match requirements are 80% Federal, 10% State, and 10% Local. The 10% State share in FY 2005/06 represents a cash grant from the FDOT.


CERTIFICATE REGARDING LOBBYING

Certification for Contracts, Grants, Loans and Cooperative Agreements

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

- (1) No Federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000.00 and not more than \$100,000.00 for each such failure.


Chairman of the First Coast MPO

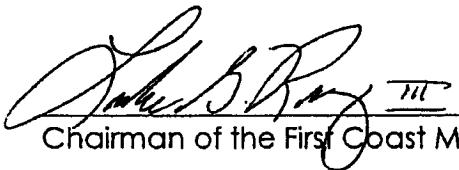
5/13/02
Date

DEBARMENT AND SUSPENSION CERTIFICATION

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

- (1) The First Coast Metropolitan Planning Organization 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 judgement 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 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 First Coast Metropolitan Planning Organization also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S. DOT.


Chairman of the First Coast MPO

5/13/05
Date

Federal Planning Factors

The First Coast MPO must consider the TEA-21 planning areas in developing transportation plans and programs. These include:

1. Support the economic viability of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
2. Increase the safety and security of the transportation system for motorized and nonmotorized users;
3. Increase the accessibility and mobility options available to people and for freight;
4. Protect and enhance the environment, promote energy conservation and improve the quality of life;
5. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
6. Promote efficient system management and operations; and
7. Emphasize the preservation of the existing transportation system.

Figure 1 shows how each of these planning factors have been incorporated into the planning tasks of the 2005/06 UPWP.

**FIGURE 1
FIRST COAST METROPOLITAN PLANNING ORGANIZATION
TEA-21 PLANNING AREAS –UPWP TASK MATRIX**

UPWP TASKS	TEA-21 PLANNING FACTORS						
	1	2	3	4	5	6	7
1.0 ADMINISTRATON							
TASK 1.1 PROGRAM MANAGEMENT, (FCMPO)	•	•	•	•	•	•	•
TASK 1.1.1 STATE SUPPORT OF PROGRAM MANAGEMENT AND TECHNICAL ASSISTANCE PL, SPR (FDOT)	•	•	•	•	•	•	•
TASK 1.1.2 STATE SUPPORT OF PROGRAM MGMT AND TECHNICAL ASST. FTA (FDOT)	•	•	•	•	•	•	•
TASK 1.1.3 PROGRAM MANAGEMENT, ADMINISTRATION, AND DEVELOPMENT (JTA)	•	•	•	•	•	•	•
TASK 1.1.4 CERTIFICATION						•	
TASK 1.1.5 MPO EDUCATION/WORKSHOPS/SUMMITS (FCMPO)	•	•	•	•	•	•	•
TASK 1.2 PROGRAM ADMINISTRATION (FCMPO)						•	
TASK 1.2.1 GRANTS/CONTRACTS ADMINISTRATION (FCMPO)						•	
TASK 1.2.2 PERSONNEL ADMINISTRATION (FCMPO)						•	

UPWP TASKS	TEA-21 PLANNING FACTORS						
	1	2	3	4	5	6	7
TASK 1.2.3 OFFICE OPERATIONS (FCMPO)						•	
TASK 1.2.4 TRAINING/TRAVEL (FCMPO)	•	•	•	•	•	•	•
TASK 1.2.5 LEGAL SERVICES (FCMPO)						•	
TASK 1.2.6 AUDIT (FCMPO)						•	
TASK 1.2.7 HOSTING SERVICES (FCMPO)						•	
TASK 1.3 PROGRAM DEVELOPMENT (FCMPO)						•	
TASK 1.3.1 UNIFIED PLANNING WORK PROGRAM (FCMPO)	•	•	•	•	•	•	•
TASK 1.3.2 GENERAL CONSULTANT SERVICES (FCMPO)	•	•	•	•	•	•	•
2.0 DATA COLLECTION							
TASK 2.1 TRAFFIC COUNT DATA (FCMPO)	•	•		•		•	
TASK 2.2 DATA COLLECTION FOR THE ST. AUGUSTINE URBANIZED AREA (UA) (FCMPO)	•	•	•	•	•	•	•
TASK 2.3 MODEL RELATED DATA COLLECTION (FCMPO)	•	•	•		•	•	•
3.0 TRANSPORTATION IMPROVEMENT PROGRAM							
TASK 3.1 TRANSPORTATION IMPROVEMENT PROGRAM (FCMPO)	•	•	•	•	•	•	•
TASK 3.2 FCMPO CONGESTION MANAGEMENT SYSTEM (FCMPO)	•	•	•	•	•	•	•
4.0 LONG RANGE TRANSPORTATION PLAN							
TASK 4.1 GIS/ MODEL UPDATE/MAINTENANCE (FCMPO)	•	•	•	•	•	•	•
TASK 4.2 FIRST COAST LONG RANGE TRANSPORTATION PLAN 2030 UPDATE- AMENDMENTS (FCMPO)	•	•	•	•	•	•	•
TASK 4.3 MODEL ENHANCEMENTS (FDOT)	•	•	•	•	•	•	•
TASK 4.4 NERPM CUBE-VOYAGER TRAINING SESSIONS (FCMPO)						•	
TASK 4.5 EFFICIENT TRANSPORTATION DECISION MAKING (ETDM) PROCESS (FCMPO)	•	•	•	•	•	•	•
5.0 SPECIAL PROJECT PLANNING							
TASK 5.1 INTERSTATE 10 MASTER PLAN (FDOT)	•	•	•	•	•	•	•
TASK 5.2 INTERSTATE 95 MASTER PLAN (FDOT)	•	•	•	•	•	•	•
TASK 5.3 UPDATE/REGIONAL COMMUTER RAIL STUDY (JTA)	•	•	•	•	•	•	•
TASK 5.4 UPDATE / REEVALUATE WATERBORNE TRANSIT (JTA)	•	•	•	•	•	•	•
TASK 5.5 CLAY COUNTY ITS FEASIBILITY STUDY (FCMPO)	•	•	•	•	•	•	•
TASK 5.6 NASSAU COUNTY TRANSPORTATION STUDY	•	•	•	•	•	•	•
6.0 PUBLIC INVOLVMENT							
TASK 6.1.1 COMMUNITY OUTREACH (FCMPO)	•	•	•	•	•	•	•

UPWP TASKS	TEA-21 PLANNING-FACTORS						
	1	2	3	4	5	6	7
TASK 6.1.2 BOARD AND COMMITTEE COORDINATION (FCMPO)	•	•	•	•	•	•	•
TASK 6.1.3 ANNUAL REPORT (FCMPO)	•	•	•	•	•	•	•
TASK 6.1.4 PUBLIC INVOLVEMENT PLAN UPDATE (FCMPO)	•	•	•	•	•	•	•
TASK 6.1.5 INTERGRATED MARKETING COMMUNICATIONS (FCMPO)	•	•	•	•	•	•	•
TASK 6.1.6 MARKETING COMMUNICATIONS CONSULTANT (FCMPO)	•	•	•	•	•	•	•
7.0 SYSTEMS PLANNING							
TASK 7.1 BICYCLE / PEDESTRIAN FACILITIES PLANNING (FCMPO)	•	•	•	•	•	•	
TASK 7.2 METROPOLITAN COMMUTER ASSISTANCE PROGRAM (FCMPO)	•	•	•	•	•	•	•
TASK 7.3 NORTHEAST FLORIDA VANPOOL PROGRAM (FCMPO)	•	•	•	•	•	•	•
TASK 7.4 FIRST COAST ITS COALITION (FCMPO)	•	•	•	•	•	•	•
TASK 7.5 TRANSPORTATION DISADVANTAGED PLANNING RELATED (FCMPO)		•	•	•	•	•	
TASK 7.6 TRANSIT SERVICE PLANNING (JTA)	•	•	•	•	•	•	•
TASK 7.7 TRANSIT DEVELOPMENT PLAN UPDATE (JTA)	•	•	•	•	•	•	•
TASK 7.8 MOBILITY ACCESS PLAN: PARK AND RIDE	•	•	•	•	•	•	•
TASK 7.9 ADA SENSITIVITY TRAINING/PLANNING(JTA)		•	•	•		•	•
TASK 7.10 JTA COMMUNICATION/DATA INTEGRATION ASSESSMENT STUDY (JTA)	•	•	•	•	•	•	•
TASK 7.11 TRANPORTION ALTERNATIVE STUDIES (TAS) (JTA/FDOT)	•	•	•	•	•	•	•
TASK 7.12 ORGANIZATIONAL IMPROVEMENT ASSESSMENT REVIEW AND MANAGEMENT PERFORMANCE STUDY (JTA)						•	
TASK 7.13 DEVELOP THE RAPID TRANSIT EDUCATIONAL CAMPAIGN (JTA)			•	•	•	•	

Federal and State Planning Emphasis Areas (PEAs)

Identified below are the Federal and State Planning Emphasis Areas applicable to the First Coast MPO:

1. *Consideration of Safety and Security in the Transportation Planning Process;*
2. *Linking the Planning and NEPA Processes;*
3. *Consideration of Management and Operations with Planning Processes;*
4. *Enhancing the Technical Capacity of the Planning Process*

5. Coordination of Human Service Transportation

6. Public Involvement

7. Transit Quality of Service

Regional Planning – The First Coast MPO is a regional MPO and includes the Strategic Intermodal System in the 2030 Long Range Transportation Plan.

Three Year Business Plan is identified on page 11.

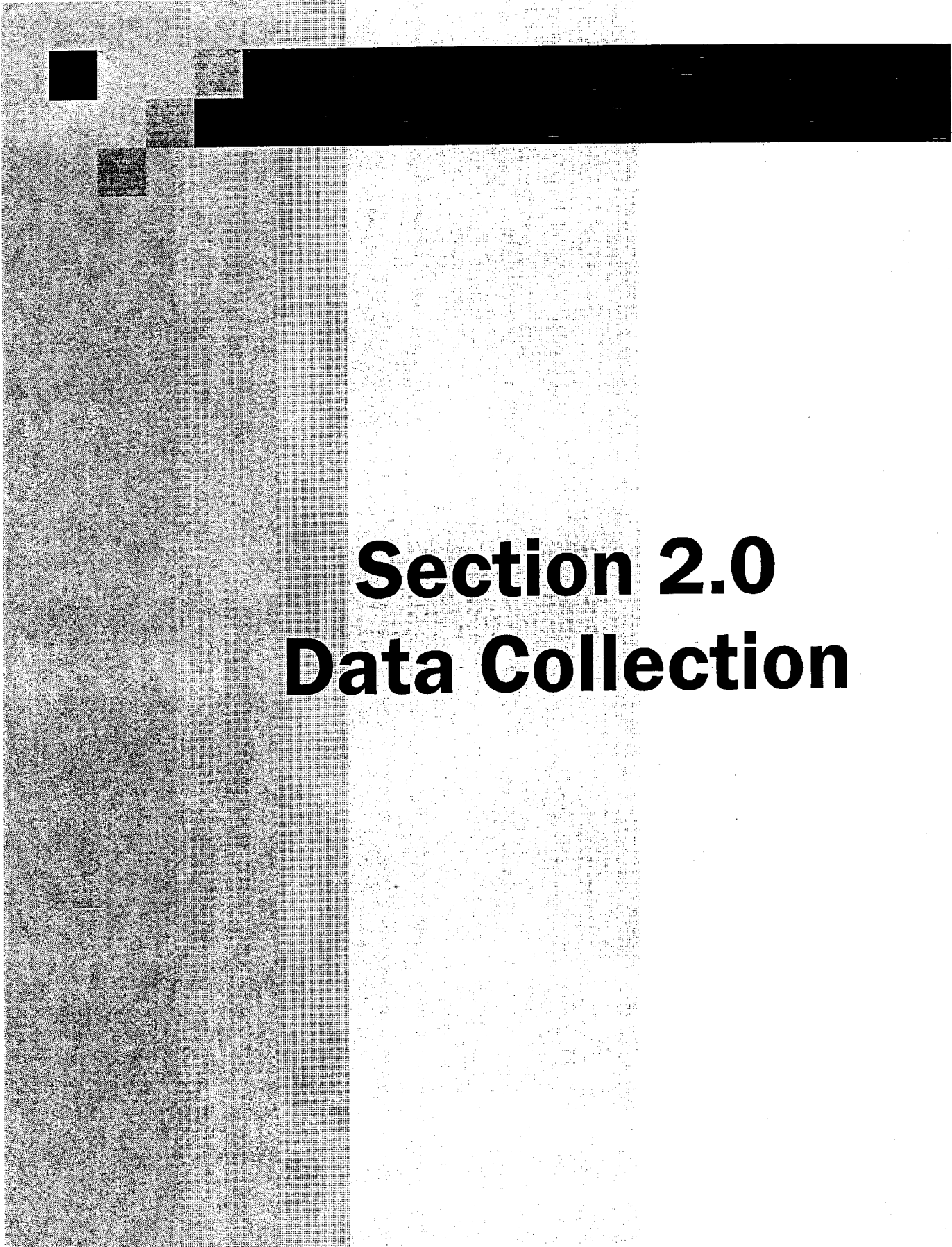
Figure 2 identifies how each planning area has been integrated into the UPWP.

**FIGURE 2
FIRST COAST METROPOLITAN PLANNING ORGANIZATION
PLANNING EMPASIS AREAS (PEAS) –UPWP TASK MATRIX**

UPWP TASKS	PLANNING EMPASIS AREAS (PEAS)						
	1	2	3	4	5	6	7
1.0 ADMINISTRATON							
TASK 1.1 PROGRAM MANAGEMENT, (FCMPO)							
TASK 1.1.1-STATE SUPPORT OF PROGRAM MANAGEMENT AND TECHNICAL ASSISTANCE PL, SPR (FDOT)							
TASK 1.1.2 STATE SUPPORT OF PROGRAM MGMT AND TECHNICAL ASST. FTA (FDOT)							
TASK 1.1.3 PROGRAM MANAGEMENT, ADMINISTRATION, AND DEVELOPMENT (JTA)							
TASK 1.1.4 CERTIFICATION (FCMPO)							
TASK 1.1.5 MPO EDUCATION/WORKSHOPS/SUMMITS (FCMPO)							
TASK 1.2.1 GRANTS/CONTRACTS ADMINISTRATION (FCMPO)							
TASK 1.2.2 PERSONNEL ADMINISTRATION (FCMPO)							
TASK 1.2.3 OFFICE OPERATIONS (FCMPO)							
TASK 1.2.4 TRAINING/TRAVEL (FCMPO)				●			
TASK 1.2.5 LEGAL SERVICES (FCMPO)							
TASK 1.2.6 AUDIT (FCMPO)							
TASK 1.2.7 HOSTING SERVICES (FCMPO)							
TASK 1.3.1 UNIFIED PLANNING WORK PROGRAM (FCMPO)							
TASK 1.3.2 GENERAL CONSULTANT SERVICES (FCMPO)							

UPWP TASKS	PLANNING EMPASIS AREAS (PEAS)						
	1	2	3	4	5	6	7
2.0 DATA COLLECTION							
TASK 2.1 TRAFFIC COUNT DATA (FCMPO)							
TASK 2.2 DATA COLLECTION FOR THE ST. AUGUSTINE URBANIZED AREA (UA) (FCMPO)							
TASK 2.3 MODEL RELATED DATA COLLECTION (FCMPO)							
3.0 TRANSPORTATION IMPROVEMENT PROGRAM							
TASK 3.1 TRANSPORTATION IMPROVEMENT PROGRAM (FCMPO)							
TASK 3.2 FCMPO CONGESTION MANAGEMENT SYSTEM (FCMPO)			•				
4.0 LONG RANGE TRANSPORTATION PLAN							
TASK 4.1 GIS/ MODEL UPDATE/MAINTENANCE (FCMPO)							
TASK 4.2 FIRST COAST LONG RANGE TRANSPORTATION PLAN 2030 UPDATE- AMENDMENTS (FCMPO)							
TASK 4.3 MODEL ENHANCEMENTS (FDOT)							
TASK 4.4 NERPM CUBE-VOYAGER TRAINING SESSIONS (FCMPO)				•			
TASK 4.5 EFFICIENT TRANSPORTATION DECISION MAKING (ETDM) PROCESS (FCMPO)		•					
5.0 SPECIAL PROJECT PLANNING							
TASK 5.1 INTERSTATE 10 MASTER PLAN (FDOT)	•						
TASK 5.2 INTERSTATE 95 MASTER PLAN (FDOT)	•						
TASK 5.3 UPDATE/REGIONAL COMMUTER RAIL STUDY (JTA)							
TASK 5.4 UPDATE / REEVALUATE OF WATERBOURNE TRANSIT (JTA)							
TASK 5.5 CLAY COUNTY ITS FEASIBILITY STUDY (FCMPO)	•						
TASK 5.6 NASSAU COUNTY TRANSPORTATION STUDY	•						
6.0 PUBLIC INVOLVMENT							
TASK 6.1.1 COMMUNITY OUTREACH (FCMPO)						•	
TASK 6.1.2 BOARD AND COMMITTEE COORDINATION (FCMPO)						•	
TASK 6.1.3 ANNUAL REPORT (FCMPO)						•	
TASK 6.1.4 PUBLIC INVOLVEMENT PLAN UPDATE (FCMPO)						•	
TASK 6.1.5 INTERGRATED MARKETING COMMUNICATIONS (FCMPO)						•	
TASK 6.1.6 MARKETING COMMUNICATIONS CONSULTANT (FCMPO)						•	

UPWP TASKS	PLANNING EMPASIS AREAS (PEAS)						
	1	2	3	4	5	6	7
7.0 SYSTEMS PLANNING							
TASK 7.1 BICYCLE / PEDESTRIAN FACILITIES PLANNING (FCMPO)							
TASK 7.2 METROPOLITAN COMMUTER ASSISTANCE PROGRAM (FCMPO)							
TASK 7.3 NORTHEAST FLORIDA VANPOOL PROGRAM (FCMPO)							
TASK 7.4 FIRST COAST ITS COALITION (FCMPO)							
TASK 7.5 TRANSPORTATION DISADVANTAGED PLANNING RELATED (FCMPO)					•		
TASK 7.6 TRANSIT SERVICE PLANNING (JTA)							•
TASK 7.7 TRANSIT DEVELOPMENT PLAN UPDATE (JTA)	•						
TASK 7.8 MOBILITY ACCESS PLAN: PARK AND RIDE							
TASK 7.9 ADA SENSITIVITY TRAINING/PLANNING(JTA)							
TASK 7.10 JTA COMMUNICATION/DATA INTEGRATION ASSESSMENT STUDY (JTA)	•						
TASK 7.11 TRANSPORTION ALTERNATIVE STUDIES (TAS) (JTA/FDOT)							
TASK 7.12 ORGANIZATIONAL IMPROVEMENT ASSESSMENT REVIEW AND MANAGEMENT PERFORMANCE STUDY (JTA)							
TASK 7.13 DEVELOP THE RAPID TRANSIT EDUCATIONAL CAMPAIGN (JTA)							



Section 2.0

Data Collection

TASK NUMBER: 2.2

**TITLE: DATA COLLECTION FOR THE ST. AUGUSTINE
URBANIZED AREA (UA) (FIRST COAST MPO)**

OBJECTIVE:

To assist the St. Johns County Commission/Council On Aging in providing transit service in the St. Augustine Urbanized Area (UA).

PREVIOUS WORK:

New Task. Planning funds for the preceding year were used in developing the long range transportation plan for the expanded boundary of the First Coast MPO (to include the St Augustine UA).

METHODOLOGY:

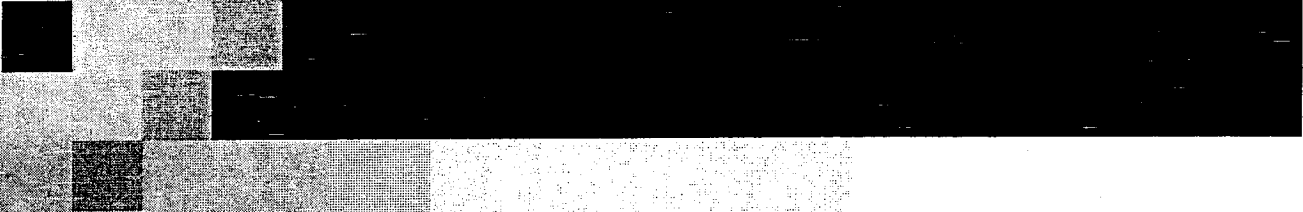
The specific data to be collected has yet to be determined. MPO staff will work with County/COA staff and the Florida Department of Transportation to develop this task.

END PRODUCT:

This task will be amended to provide specific language and identify an end product when a work product/end product is recognized.

RESPONSIBLE AGENCY First Coast MPO	COMPLETION DATE June 2006
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FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
First Coast MPO		5,140	642	642		6,424
PassThru/Consultants		34,860	4,358	4,358		43,576
Total		40,000	5,000	5,000		50,000



Budget Tables

TABLE 1
 FY 2005 - 2006 UNIFIED PLANNING WORK PROGRAM BY TASK AND RESPONSIBLE AGENCY

TASK NO.	TASK NAME	AGENCY	FCMPO	JTA	FDOT	GRAND TOTAL
1.1	PROGRAM MANAGEMENT	FCMPO	183,798	0	0	183,798
1.1.1	STATE SUPPORT PROG. MGT. PL, SPR	FDOT	0	0	175,540	175,540
1.1.2	STATE SUPPORT PROG. MGT. FTA*	FDOT	0	0	0	0
1.1.3	PROGRAM MGT. ADMIN AND DEV	JTA	0	1,000	0	1,000
1.1.4	CERTIFICATION	FCMPO	2,905	0	0	2,905
1.1.5	MPO EDUCATION/WORKSHOPS/SUMMITS	FCMPO	14,500	0	0	14,500
1.2.1	GRANTS/CONTRACTS/ADMINISTRATION	FCMPO	72,307	0	0	72,307
1.2.2	PERSONNEL ADMINISTRATION	FCMPO	33,950	0	0	33,950
1.2.3	OFFICE OPERATIONS	FCMPO	107,000	0	0	107,000
1.2.4	TRAINING/TRAVEL	FCMPO	24,000	0	0	24,000
1.2.5	LEGAL SERVICES	FCMPO	5,000	0	0	5,000
1.2.6	AUDIT	FCMPO	15,000	0	0	15,000
1.2.7	HOSTING SERVICES	FCMPO	15,000	0	0	15,000
1.3.1	UNIFIED PLANNING WORK PROGRAM	FCMPO	10,091	0	0	10,091
1.3.2	GENERAL CONSULTANT SERVICES	FCMPO	105,577	0	0	105,577
2.1	TRAFFIC COUNT DATA	FCMPO	12,202	0	0	12,202
2.2	DATA COLLECT FOR ST. AUGUSTINE AREA	FCMPO	50,000	0	0	50,000
2.3	MODEL RELATED DATA COLLECTION	FCMPO	50,000	0	0	50,000
3.1	TRANSPORTATION IMPROVEMENT PROGRAM	FCMPO	56,863	0	0	56,863
3.2	FCMPO CONGESTION MGMT SYSTEM	FCMPO	12,090	0	0	12,090
4.1	GIS / MODEL UPDATE / MAINTENANCE	FCMPO	90,654	0	0	90,654
4.2	FIRST COAST LRTP 2030 UPDATE-AMENDMENTS	FCMPO	262,922	0	0	262,922
4.3	MODEL ENHANCEMENTS	FDOT	0	0	50,000	50,000
4.4	NERPM CUBE-VOYAGER TRAINING SESSIONS	FCMPO	5,000	0	0	5,000
4.5	ETDM PROCESS	FCMPO	6,337	0	0	6,337
5.1	INTERSTATE 10 EAST MASTER PLAN	FDOT	0	0	876,000	876,000
5.2	INTERSTATE 95 MASTER PLAN	FDOT	0	0	1,200,000	1,200,000
5.3	UPDATE/REGIONAL COMMUTER RAIL STUDY	JTA	0	250,000	0	250,000
5.4	UPDATE/RE-EVAL WATERBORNE TRANSIT	JTA	0	80,000	0	80,000
5.4	UPDATE/RE-EVAL WATERBORNE TRANSIT	FCMPO	70,000	0	0	70,000
5.5	CLAY COUNTY ITS FEASIBILITY STUDY**	FCMPO	0	0	0	0
5.6	NAASSAU COUNTY TRANSPORTATION STUDY	FCMPO	0	0	0	0
6.1.1	COMMUNITY OUTREACH	FCMPO	46,984	0	0	46,984
6.1.2	BOARD AND COMMITTEE COORDINATION	FCMPO	138,627	0	0	138,627
6.1.3	ANNUAL REPORT	FCMPO	20,232	0	0	20,232
6.1.4	PUBLIC INVOLVEMENT PLAN UPDATE	FCMPO	4,186	0	0	4,186
6.1.5	INTEGRATED MARKETING COMMUNICATIONS	FCMPO	30,196	0	0	30,196
6.1.6	MARKETING COMMUNICATIONS CONSULTANT	FCMPO	50,000	0	0	50,000
7.1	BICYCLE/PEDESTRIAN FACILITIES PLANNING	FCMPO	44,453	0	0	44,453
7.2	METRO COMMUTER ASSISTANCE PROGRAM	FCMPO	100,000	0	0	100,000
7.3	NORTHEAST FLORIDA VANPOOL PROGRAM	FCMPO	40,500	0	0	40,500
7.4	FIRST COAST ITS COALITION	FCMPO	14,150	0	0	14,150
7.5	TRANS. DISADVANTAGED PLANNING RELATED	FCMPO	33,283	0	0	33,283
7.6	TRANSIT SERVICE PLANNING	JTA	0	35,000	0	35,000
7.7	TRANSIT DEVELOPMENT PLAN UPDATE	JTA	0	12,500	0	12,500
7.8	MOBILITY ACCESS PLAN: PARK AND RIDE	JTA	0	50,000	0	50,000
7.9	ADA SENSITIVITY TRAINING/PLANNING	JTA	0	1,500	0	1,500
7.10	JTA COMMUN/DATA INTEGRATION ASSESS STUDY	JTA	0	93,428	0	93,428
7.11	TRANSPORTATION ALTERNATIVE STUDIES	JTA/FDOT	0	9,196,000	0	9,196,000
7.12	ORGANIZATIONAL IMPROVEMENT ASSESSMENT	JTA	0	1,294,446	0	1,294,446
7.13	DEVEL OF THE RAPID TRANSIT EDUC CAMPAIGN	JTA	0	180,000	0	180,000
	TOTAL		1,727,807	11,193,874	2,301,540	15,223,221

*State Match FTA 5303 Funds - \$ 30,407, funding allocated among various tasks

**Task 5.5. Carry forward from FY 0405 UPWP Task 5.18- State Funds

TABLE 2 (PAGE 1 OF 2)
 FY 2005 - 2006 UNIFIED PLANNING WORK PROGRAM BY TASK AND FUNDING SOURCE

TASK NO.	TASK NAME	AGENCY	FRWA (PL) FUNDS			FTA FUNDS				STATE FUNDS		GRAND TOTAL
			FEDERAL*	STATE MATCH	LOCAL/JTA MATCH**	FTA 5303 05/06	5307 05/06	STATE MATCH**	LOCAL/JTA MATCH**	LOCAL ASSESS	STATE	
1.1	PROGRAM MANAGEMENT	FCMPO	112,116	0	0	27,837	0	3,493	3,493	36,759	0	183,788
1.1.1	STATE SUPPORT PROG. MGT. PL, SPR	FDOT	0	175,540	0	0	0	0	0	0	0	175,540
1.1.2	STATE SUPPORT PROG. MGT. FTA*	FDOT	0	0	0	0	0	0	0	0	0	0
1.1.3	PROGRAM MGT. ADMIN AND DEV	JTA	0	0	0	800	0	100	100	0	0	1,000
1.1.4	CERTIFICATION	FCMPO	1,772	0	0	441	0	55	55	592	0	2,905
1.1.5	MPO EDUCATION/WORKSHOPS/SUMMITS	FCMPO	8,944	0	0	2,204	0	276	276	2,900	0	14,500
1.2.1	GRANTS/CONTRACTS/ADMINISTRATION	FCMPO	44,107	0	0	10,991	0	1,374	1,374	14,461	0	72,307
1.2.2	PERSONNEL ADMINISTRATION	FCMPO	20,709	0	0	5,161	0	645	645	6,790	0	33,950
1.2.3	OFFICE OPERATIONS	FCMPO	103,660	0	0	912	0	114	114	2,200	0	107,000
1.2.4	TRAINING/TRAVEL	FCMPO	0	0	0	0	0	0	0	24,000	0	24,000
1.2.5	LEGAL SERVICES	FCMPO	0	0	0	0	0	0	0	5,000	0	5,000
1.2.6	AUDIT	FCMPO	0	0	0	0	0	0	0	15,000	0	15,000
1.2.7	HOSTING SERVICES	FCMPO	9,150	0	0	2,280	0	285	285	3,000	0	15,000
1.3.1	UNIFIED PLANNING WORK PROGRAM	FCMPO	6,155	0	0	1,534	0	192	192	2,018	0	10,091
1.3.2	GENERAL CONSULTANT SERVICES	FCMPO	3,404	0	0	34,244	0	4,277	4,277	59,375	0	105,577
2.1	TRAFFIC COUNT DATA	FCMPO	12,202	0	0	0	0	0	0	0	0	12,202
2.2	DATA COLLECT FOR ST. AUGUSTINE AREA	FCMPO	0	0	0	40,000	0	5,000	5,000	0	0	50,000
2.3	MODEL RELATED DATA COLLECTION	FCMPO	30,500	0	0	7,600	0	950	950	10,000	0	50,000
3.1	TRANSPORTATION IMPROVEMENT PROGRAM	FCMPO	34,687	0	0	8,643	0	1,081	1,081	11,372	0	56,863
3.2	FCMPO CONGESTION MGMT SYSTEM	FCMPO	7,375	0	0	1,838	0	229	229	2,419	0	12,090
4.1	GIS/MODEL UPDATE / MAINTENANCE	FCMPO	90,654	0	0	0	0	0	0	0	0	90,654
4.2	FIRST COAST LRTP 2030 UPDATE-AMENDMENTS	FCMPO	220,805	0	0	3,992	0	500	500	37,125	0	262,922
4.3	MODEL ENHANCEMENTS	FDOT	0	0	0	0	0	0	0	50,000	0	50,000
4.4	NERPM CUBE-VOYAGER TRAINING SESSIONS	FCMPO	3,050	0	0	760	0	95	95	1,000	0	5,000
4.5	ETDM PROCESS	FCMPO	3,866	0	0	962	0	121	120	1,268	0	6,337
5.1	INTERSTATE 10 EAST MASTER PLAN	FDOT	0	0	0	0	0	0	0	876,000	0	876,000
5.2	INTERSTATE 95 MASTER PLAN	FDOT	0	0	0	0	0	0	0	1,200,000	0	1,200,000
5.3	UPDATE/REGIONAL COMMUTER RAIL STUDY	JTA	0	0	0	200,000	0	50,000	50,000	0	0	250,000
5.4	UPDATE/RE-EVAL WATERBORNE TRANSIT	JTA	0	0	0	0	0	16,000	16,000	0	0	80,000
5.4	UPDATE/RE-EVAL WATERBORNE TRANSIT	FCMPO	42,700	0	0	10,640	0	84,000	84,000	0	0	140,000
5.5	CLAY COUNTY ITS FEASIBILITY STUDY****	FCMPO	0	0	0	0	0	1,330	1,330	0	0	70,000
5.6	NASSAU COUNTY TRANSPORTATION STUDY	FCMPO	0	0	0	0	0	0	0	0	0	0
6.1.1	COMMUNITY OUTREACH	FCMPO	28,660	0	0	7,140	0	893	893	9,398	0	46,984
6.1.2	BOARD AND COMMITTEE COORDINATION	FCMPO	84,379	0	0	21,026	0	2,628	2,628	27,966	0	138,627
6.1.3	ANNUAL REPORT	FCMPO	5,232	0	0	0	0	0	0	15,000	0	20,232
6.1.4	PUBLIC INVOLVEMENT PLAN UPDATE	FCMPO	2,554	0	0	636	0	80	80	836	0	4,186
6.1.5	INTEGRATED MARKETING COMMUNICATIONS	FCMPO	18,420	0	0	4,590	0	573	574	6,039	0	30,186
6.1.6	MARKETING COMMUNICATIONS CONSULTANT	FCMPO	30,500	0	0	7,600	0	850	850	10,000	0	50,000
7.1	BICYCLE/PEDESTRIAN FACILITIES PLANNING	FCMPO	44,453	0	0	0	0	0	0	0	0	44,453
7.2	METRO COMMUTER ASSISTANCE PROGRAM	FCMPO	0	0	0	0	0	0	0	100,000	0	100,000
7.3	NORTHEAST FLORIDA VANPOOL PROGRAM	FCMPO	0	0	0	0	0	0	0	40,500	0	40,500
7.4	FIRST COAST ITS COALITION	FCMPO	8,509	0	0	2,120	0	266	266	2,989	0	14,150
7.5	TRANS. DISADVANTAGED PLANNING RELATED	FCMPO	0	0	0	0	0	0	0	33,283	0	33,283
7.6	TRANSIT SERVICE PLANNING	JTA	0	0	0	0	0	0	0	0	0	35,000
7.7	TRANSIT DEVELOPMENT PLAN UPDATE	JTA	0	0	0	0	0	3,500	3,500	0	0	12,500
7.8	MOBILITY ACCESS PLAN: PARK AND RIDE	JTA	0	0	0	0	0	1,250	1,250	0	0	50,000
7.9	ADA SENSITIVITY TRAINING/PLANNING	JTA	0	0	0	1,200	0	150	150	0	0	1,500
7.10	JTA COMMUN/DATA INTEGRATION ASSESS STUD	JTA	0	0	0	0	0	9,343	9,343	0	0	93,428
7.11	TRANSPORTATION ALTERNATIVE STUDIES	JTA/FDOT	0	0	0	0	0	0	0	0	0	9,196,000
7.12	ORGANIZATIONAL IMPROVEMENT ASSESSMENT	JTA	0	0	0	0	0	0	0	4,598,000	0	4,598,000
7.13	DEVEL OF THE RAPID TRANSIT EDUC CAMPAIGN	JTA	0	0	0	0	0	64,445	64,445	0	0	1,294,446
	TOTAL		978,463	175,540	0	243,251	1,484,286	203,195	311,194	321,497	6,897,763	15,223,221

*FY 2005/2006 Allocation \$835,926; FY 2003/2004 Carryover \$142,535
 **State Match FTA 5303 Funds - \$30,407, funding allocated among various tasks
 ***Local Match FCMPO FTA 5303 Funds - \$30,406
 ****Task 5.5, Carry forward from FY 04/05 UPWP Task 5.16- State Funds

FY 2005-2006 UNIFIED PLANNING WORK PROGRAM BY TASK AND FUNDING SOURCE

TASK	TOTAL FEDERAL	TOTAL STATE	TOTAL LOCAL	GRAND TOTAL
1.1 PROGRAM MANAGEMENT	140,053	3,493	40,252	183,798
1.1.1 STATE SUPPORT PROG. MGT. PL, SPR	0	175,540	0	175,540
1.1.2 STATE SUPPORT PROG. MGT. FTA*	0	0	0	0
1.1.3 PROGRAM MGT. ADMIN AND DEV	800	100	100	1,000
1.1.4 CERTIFICATION	2,213	55	637	2,905
1.1.5 MPO EDUCATIONWORKSHOPS/SUMMITS	11,048	276	3,176	14,500
1.2.1 GRANTS/CONTRACTS/ADMINISTRATION	55,098	1,374	15,835	72,307
1.2.2 PERSONNEL ADMINISTRATION	25,870	645	7,435	33,950
1.2.3 OFFICE OPERATIONS	104,572	114	2,314	107,000
1.2.4 TRAINING/TRAVEL	0	0	24,000	24,000
1.2.5 LEGAL SERVICES	0	0	5,000	5,000
1.2.6 AUDIT	0	0	15,000	15,000
1.2.7 HOSTING SERVICES	11,430	285	3,285	15,000
1.3.1 UNIFIED PLANNING WORK PROGRAM	7,689	192	2,210	10,091
1.3.2 GENERAL CONSULTANT SERVICES	37,648	4,277	63,652	105,577
2.1 TRAFFIC COUNT DATA	12,202	0	0	12,202
2.2 DATA COLLECT FOR ST. AUGUSTINE AREA	40,000	5,000	5,000	50,000
2.3 MODEL RELATED DATA COLLECTION	38,100	950	10,950	50,000
3.1 TRANSPORTATION IMPROVEMENT PROGRAM	43,330	1,081	12,452	56,863
3.2 FCMPO CONGESTION MGMT SYSTEM	9,213	229	2,648	12,090
4.1 GIS / MODEL UPDATE / MAINTENANCE	90,654	0	0	90,654
4.2 FIRST COAST LRTP 2030 UPDATE-AMENDMENTS	224,797	500	37,625	262,922
4.3 MODEL ENHANCEMENTS	0	50,000	0	50,000
4.4 NERPM CUBE-VOYAGER TRAINING SESSIONS	3,810	95	1,095	5,000
4.5 ETDM PROCESS	4,828	121	1,388	6,337
5.1 INTERSTATE 10 EAST MASTER PLAN	0	876,000	0	876,000
5.2 INTERSTATE 95 MASTER PLAN	0	1,200,000	0	1,200,000
5.3 UPDATE/REGIONAL COMMUTER RAIL STUDY	200,000	0	50,000	250,000
5.4 UPDATE/RE-EVAL WATERBORNE TRANSIT	0	64,000	16,000	80,000
5.5 UPDATE/RE-EVAL WATERBORNE TRANSIT	53,340	1,330	15,330	70,000
5.6 CLAY COUNTY ITS FEASIBILITY STUDY**	0	0	0	0
5.6 NASSAU COUNTY TRANSPORTATION STUDY	0	0	0	0
6.1.1 COMMUNITY OUTREACH	35,800	893	10,291	46,984
6.1.2 BOARD AND COMMITTEE COORDINATION	105,405	2,628	30,594	138,627
6.1.3 ANNUAL REPORT	5,232	0	15,000	20,232
6.1.4 PUBLIC INVOLVEMENT PLAN UPDATE	3,190	80	916	4,186
6.1.5 INTEGRATED MARKETING COMMUNICATIONS	23,010	573	6,613	30,196
6.1.6 MARKETING COMMUNICATIONS CONSULTANT	38,100	950	10,950	50,000
7.1 BICYCLE/PEDESTRIAN FACILITIES PLANNING	44,453	0	0	44,453
7.2 METRO COMMUTER ASSISTANCE PROGRAM	0	100,000	0	100,000
7.3 NORTHEAST FLORIDA VANPOOL PROGRAM	0	40,500	0	40,500
7.4 FIRST COAST ITS COALITION	10,629	266	3,255	14,150
7.5 TRANS. DISADVANTAGED PLANNING RELATED	0	33,283	0	33,283
7.6 TRANSIT SERVICE PLANNING	28,000	3,500	3,500	35,000
7.7 TRANSIT DEVELOPMENT PLAN UPDATE	10,000	1,250	1,250	12,500
7.8 MOBILITY ACCESS PLAN: PARK AND RIDE	40,000	5,000	5,000	50,000
7.9 ADA SENSITIVITY TRAINING/PLANNING	1,200	150	150	1,500
7.10 JTA COMMUN/DATA INTEGRATION ASSESS STUDY	74,742	9,343	9,343	93,428
7.11 TRANSPORTATION ALTERNATIVE STUDIES	0	4,598,000	4,598,000	9,196,000
7.12 ORGANIZATIONAL IMPROVEMENT ASSESSMENT	1,035,556	84,445	164,445	1,284,446
7.13 DEVEL OF THE RAPID TRANSIT EDUC CAMPAIGN	144,000	0	36,000	180,000
TOTAL	2,716,012	7,276,518	5,230,691	15,223,221

*State Match FTA 5303 Funds-\$30,407, funding allocated among various tasks
 **Task 5.5, Carry forward from FY 04/05 UPWP Task 5.18- State Funds



Appendix B Resolution



RESOLUTION NO. 2005-11

**ADOPTING THE FISCAL YEAR 2005/2006
UNIFIED PLANNING WORK PROGRAM**

WHEREAS, the First Coast Metropolitan Planning Organization is the designated and constituted body responsible for the urban transportation planning and programming process for the Jacksonville and St. Augustine Urbanized Areas; and

WHEREAS, the First Coast Metropolitan Planning Organization has in accordance with 23 CFR Section 450.108 (c) and Section 339.175(9)(a)(2), Florida Statutes developed a Unified Planning Work Program for Fiscal Year 2005/2006;

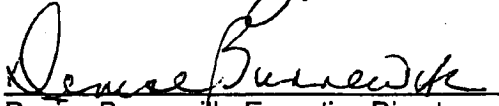
NOW, THEREFORE BE IT RESOLVED that the First Coast Metropolitan Planning Organization approves and endorses the Unified Planning Work Program for Fiscal Year 2005/2006.

Adopted by the First Coast Metropolitan Planning Organization in regular meeting assembled in the City of Jacksonville the 12th day of May 2005.

ATTEST:



The Honorable Lake Ray, Chairman



Denise Bunnewith, Executive Director

Unified Planning Work Program



July 1, 2005—June 30, 2006

AMENDMENTS

Amended August 11, 2005

First Coast Metropolitan Planning Organization
1022 Prudential Drive
Jacksonville, Florida 32202
Telephone 904-306-7500
Facsimile 904-306-7501
www.firstcoastmpo.com

Adopted May 12, 2005



August 11, 2005 Amendments

AMENDMENT SUMMARY

Amendment Approval Dates	Amendment Description
August 11, 2005	<p>The First Coast MPO revised Task 2.2, Data Collection for the St. Augustine Urbanized Area (UA). The revised title for this task is Transit Development Plan for the St. Augustine Urbanized Area (UA). The First Coast MPO will assist the St. Johns County Board of County Commissioners (BCC), which oversees operations of the St. Johns County public transit service, in developing a Transit Development Plan (TDP) for the St. Augustine UA. The Center for Urban Transportation Research (CUTR) at the University of South Florida will prepare the TDP for \$85,970. To cover the additional cost of the TDP, the State will contribute \$20,000 and St. Johns County will contribute \$20,970. (See revised task sheet and budget tables under August 11, 2005 Amendments.)</p>
August 11, 2005	<p>The First Coast MPO revised Task 2.3, Model Related Data Collection. The text and title have been revised but the funding remains the same. The revised title for this task is the Highway and Transit Speed Delay Study. The First Coast MPO will allocate \$50,000 to FDOT toward this study and will collaborate with FDOT District II and Central Office (Transit) for the purposes of conducting simultaneous speed and delay studies for auto and transit modes in selected corridors. The corridors to be selected for study will be determined by mutual agreement. (See revised task sheet under August 11, 2005 Amendments.)</p>

TASK NUMBER: 2.2

TITLE: TRANSIT DEVELOPMENT PLAN FOR THE ST. AUGUSTINE URBANIZED AREA (UA) (FIRST COAST MPO)

OBJECTIVE:

The First Coast MPO will assist the St. Johns County Board of County Commissioners (BCC), which oversees operations of the St. Johns County public transit service, in development of a Transit Development Plan (TDP) for the St. Augustine UA. A TDP is a multi-year plan required by the Florida Department of Transportation (FDOT) that calls for a description of the transit agency's vision for public transportation, along with an assessment of transit needs in the study area and a staged implementation program to set priorities for improvements. FDOT requires a TDP in order to maintain eligibility for state Block Grant funding.

PREVIOUS WORK:

New Task. Planning funds for the preceding year were used in developing the long range transportation plan for the expanded boundary of the First Coast MPO (to include the St Augustine UA).

METHODOLOGY:

A detailed scope of work has been prepared by the Center for Urban Transportation Research at the University of South Florida in conjunction with County Staff and the Staff of the First Coast MPO. A copy of the detailed scope of work is available upon request.

END PRODUCT:

A ten year Transit Development Plan with ridership demand projections, a needs and opportunities assessment, and service delivery options.

RESPONSIBLE AGENCY	COMPLETION DATE
First Coast MPO	June 2006

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH	LOCAL MATCH	LOCAL ASSESS	STATE	TOTAL
First Coast MPO		4,000	500	500			5,000
PassThru/Consultants		36,000	4,500	4,500	*20,970	20,000	85,970
Other Agency							
Total		40,000	5,000	5,000		20,000	90,970

* Additional funding from St. Johns County

TASK NUMBER: 2.3

**TITLE: HIGHWAY AND TRANSIT SPEED DELAY STUDY
(FDOT/FIRST COAST MPO)**

PREVIOUS WORK:

The 2030 Long Range Transportation Plan Update was adopted in December 2004 at which time the travel demand model developed for this study (the Northeast Regional Planning Model) became the adopted model to use for various studies conducted in Clay, Duval, Nassau and St. Johns Counties. This TranPlan based model was released for use by consultants and local governments in March 2005.

In accordance with the Florida Model Task Force decision, this model was converted from TranPlan to Cube Voyager and released in this format in March 2005 as well.

METHODOLOGY:

The First Coast MPO will collaborate with FDOT District II and Central Office (Transit) for the purposes of conducting simultaneous speed and delay studies for auto and transit modes in selected corridors. The corridors to be selected for study will be determined by mutual agreement.

END PRODUCT:

The results of the work will be used to better calibrate the regional model and provide a more accurate measurement of the transit-auto travel time level-of-service (LOS) measure.

RESPONSIBLE AGENCY	COMPLETION DATE
First Coast MPO	June 2006

FUNDING SOURCES	FEDERAL (PL)	FTA 5303	STATE MATCH	LOCAL MATCH	LOCAL ASSESSMENT	TOTAL
First Coast MPO						
PassThru/Consultants	30,500	7,600	950	950	10,000	50,000
FDOT						
Total	30,500	7,600	950	950	10,000	50,000

TABLE 1
FY 2005 - 2006 UNIFIED PLANNING WORK PROGRAM BY TASK AND RESPONSIBLE AGENCY

TASK NO.	TASK NAME	AGENCY	FCMPO	JTA	FDOT	GRAND TOTAL
1.1	PROGRAM MANAGEMENT	FCMPO	183,798	0	0	183,798
1.1.1	STATE SUPPORT PROG. MGT. PL, SPR	FDOT	0	0	175,540	175,540
1.1.2	STATE SUPPORT PROG. MGT. FTA*	FDOT	0	0	0	0
1.1.3	PROGRAM MGT. ADMIN AND DEV	JTA	0	1,000	0	1,000
1.1.4	CERTIFICATION	FCMPO	2,905	0	0	2,905
1.1.5	MPO EDUCATIONWORKSHOPS/SUMMITS	FCMPO	14,500	0	0	14,500
1.2.1	GRANTS/CONTRACTS/ADMINISTRATION	FCMPO	72,307	0	0	72,307
1.2.2	PERSONNEL ADMINISTRATION	FCMPO	33,950	0	0	33,950
1.2.3	OFFICE OPERATIONS	FCMPO	107,000	0	0	107,000
1.2.4	TRAINING/TRAVEL	FCMPO	24,000	0	0	24,000
1.2.5	LEGAL SERVICES	FCMPO	5,000	0	0	5,000
1.2.6	AUDIT	FCMPO	15,000	0	0	15,000
1.2.7	HOSTING SERVICES	FCMPO	15,000	0	0	15,000
1.3.1	UNIFIED PLANNING WORK PROGRAM	FCMPO	10,091	0	0	10,091
1.3.2	GENERAL CONSULTANT SERVICES	FCMPO	105,577	0	0	105,577
2.1	TRAFFIC COUNT DATA	FCMPO	12,202	0	0	12,202
2.2	TRANSIT DEV PLAN ST. AUGUSTINE AREA	FCMPO	90,970	0	0	90,970
2.3	HIGHWAY AND TRANSIT SPEED DELAY STUDY	FDOT/FCMPO	50,000	0	0	50,000
3.1	TRANSPORTATION IMPROVEMENT PROGRAM	FCMPO	56,863	0	0	56,863
3.2	FCMPO CONGESTION MGMT SYSTEM	FCMPO	12,090	0	0	12,090
4.1	GIS / MODEL UPDATE / MAINTENANCE	FCMPO	90,654	0	0	90,654
4.2	FIRST COAST LRTP 2030 UPDATE-AMENDMENTS	FCMPO	262,922	0	0	262,922
4.3	MODEL ENHANCEMENTS	FDOT	0	0	50,000	50,000
4.4	NERPM CUBE-VOYAGER TRAINING SESSIONS	FCMPO	5,000	0	0	5,000
4.5	ETDM PROCESS	FCMPO	6,337	0	0	6,337
5.1	INTERSTATE 10 EAST MASTER PLAN	FDOT	0	0	876,000	876,000
5.2	INTERSTATE 95 MASTER PLAN	FDOT	0	0	1,200,000	1,200,000
5.3	UPDATE/REGIONAL COMMUTER RAIL STUDY	JTA	0	250,000	0	250,000
5.4	UPDATE/RE-EVAL WATERBORNE TRANSIT	JTA	0	80,000	0	80,000
5.4	UPDATE/RE-EVAL WATERBORNE TRANSIT	FCMPO	70,000	0	0	70,000
5.5	CLAY COUNTY ITS FEASIBILITY STUDY**	FCMPO	0	0	0	0
5.6	NASSAU COUNTY TRANSPORTATION STUDY	FCMPO	0	0	0	0
6.1.1	COMMUNITY OUTREACH	FCMPO	46,984	0	0	46,984
6.1.2	BOARD AND COMMITTEE COORDINATION	FCMPO	138,627	0	0	138,627
6.1.3	ANNUAL REPORT	FCMPO	20,232	0	0	20,232
6.1.4	PUBLIC INVOLVEMENT PLAN UPDATE	FCMPO	4,186	0	0	4,186
6.1.5	INTEGRATED MARKETING COMMUNICATIONS	FCMPO	30,196	0	0	30,196
6.1.6	MARKETING COMMUNICATIONS CONSULTANT	FCMPO	50,000	0	0	50,000
7.1	BICYCLE/PEDESTRIAN FACILITIES PLANNING	FCMPO	44,453	0	0	44,453
7.2	METRO COMMUTER ASSISTANCE PROGRAM	FCMPO	100,000	0	0	100,000
7.3	NORTHEAST FLORIDA VANPOOL PROGRAM	FCMPO	40,500	0	0	40,500
7.4	FIRST COAST ITS COALITION	FCMPO	14,150	0	0	14,150
7.5	TRANS. DISADVANTAGED PLANNING RELATED	FCMPO	33,283	0	0	33,283
7.6	TRANSIT SERVICE PLANNING	JTA	0	35,000	0	35,000
7.7	TRANSIT DEVELOPMENT PLAN UPDATE	JTA	0	12,500	0	12,500
7.8	MOBILITY ACCESS PLAN: PARK AND RIDE	JTA	0	50,000	0	50,000
7.9	ADA SENSITIVITY TRAINING/PLANNING	JTA	0	1,500	0	1,500
7.10	JTA COMMUNDATA INTEGRATION ASSESS STUDY	JTA	0	93,428	0	93,428
7.11	TRANSPORTATION ALTERNATIVE STUDIES	JTA/FCMPO	0	9,196,000	0	9,196,000
7.12	ORGANIZATIONAL IMPROVEMENT ASSESSMENT	JTA	0	1,294,446	0	1,294,446
7.13	DEVELOP OF THE RAPID TRANSIT EDUC CAMPAIGN	JTA	0	180,000	0	180,000
	TOTAL		1,768,777	11,193,874	2,301,540	15,264,191

*State Match FTA \$303 Funds-\$30,407, funding allocated among various tasks

**Task 5.5, Carry forward from FY 04/05 UPWP Task 5.18- State Funds

TABLE 2 (PAGE 1 OF 2)
 FY 2005 - 2006 UNIFIED PLANNING WORK PROGRAM BY TASK AND FUNDING SOURCE

TASK NO.	TASK NAME	AGENCY	FHWA (PL) FUNDS			FTA FUNDS			LOCAL ASSESS	STATE FUNDS		GRAND TOTAL
			FEDERAL*	STATE MATCH	5307 05/06	5307 05/06	STATE MATCH**	LOCAL/JTA MATCH***		STATE	LOCAL/JTA MATCH	
1.1	PROGRAM MANAGEMENT	FCMPO	112,116	0	27,937	0	3,483	36,759	0	0	183,798	
1.1.1	STATE SUPPORT PROG. MGT. PL. SPR	FDOT	0	175,540	0	0	0	0	0	0	175,540	
1.1.2	STATE SUPPORT PROG. MGT. FTA*	FDOT	0	0	0	0	0	0	0	0	0	
1.1.3	PROGRAM MGT. ADMIN AND DEV	JTA	0	0	800	0	100	0	0	0	1,000	
1.1.4	CERTIFICATION	FCMPO	1,772	0	441	0	55	582	0	0	2,905	
1.1.5	MPO EDUCATION/WORKSHOPS/SUMMITS	FCMPO	8,844	0	2,204	0	276	2,900	0	0	14,500	
1.2.1	GRANTS/CONTRACTS/ADMINISTRATION	FCMPO	44,107	0	10,981	0	1,374	14,461	0	0	72,307	
1.2.2	PERSONNEL ADMINISTRATION	FCMPO	20,709	0	5,161	0	645	6,790	0	0	33,950	
1.2.3	OFFICE OPERATIONS	FCMPO	103,660	0	912	0	114	2,200	0	0	107,000	
1.2.4	TRAINING/TRAVEL	FCMPO	0	0	0	0	0	24,000	0	0	24,000	
1.2.5	LEGAL SERVICES	FCMPO	0	0	0	0	0	5,000	0	0	5,000	
1.2.6	AUDIT	FCMPO	0	0	0	0	0	15,000	0	0	15,000	
1.2.7	HOSTING SERVICES	FCMPO	9,150	0	2,280	0	285	3,000	0	0	15,000	
1.3.1	UNIFIED PLANNING WORK PROGRAM	FCMPO	6,155	0	1,534	0	192	2,018	0	0	10,091	
1.3.2	GENERAL CONSULTANT SERVICES	FCMPO	3,404	0	34,244	0	4,277	59,375	0	0	105,577	
2.1	TRAFFIC COUNT DATA	FCMPO	12,202	0	40,000	0	0	20,970	0	0	12,202	
2.2	TRANSIT DEV PLAN ST. AUGUSTINE AREA (1)	FCMPO	0	0	7,600	0	950	10,000	0	0	90,970	
2.3	HIGHWAY AND TRANSIT SPEED DELAY STUDY	FDOT/FCMPO	30,500	0	8,643	0	1,081	11,372	0	0	50,000	
3.1	TRANSPORTATION IMPROVEMENT PROGRAM	FCMPO	7,375	0	1,838	0	229	2,419	0	0	56,863	
3.2	FCMPO CONGESTION MGMT SYSTEM	FCMPO	90,654	0	0	0	0	0	0	0	12,090	
4.1	GIS / MODEL UPDATE / MAINTENANCE	FCMPO	220,805	0	3,892	0	500	37,125	0	0	90,654	
4.2	FIRST COAST LRTP 2030 UPDATE-AMENDMENTS	FCMPO	0	0	760	0	95	1,000	0	0	262,922	
4.3	MODEL ENHANCEMENTS	FDOT	3,050	0	0	0	0	0	0	0	5,000	
4.4	NERPM CUBE-VOYAGER TRAINING SESSIONS	FCMPO	3,866	0	862	0	121	1,268	0	0	5,000	
4.5	ETDM PROCESS	FCMPO	0	0	0	0	0	0	0	0	6,337	
5.1	INTERSTATE 10 EAST MASTER PLAN	FDOT	0	0	0	0	0	876,000	0	0	876,000	
5.2	INTERSTATE 95 MASTER PLAN	FDOT	0	0	0	0	0	1,200,000	0	0	1,200,000	
5.3	UPDATE/REGIONAL COMMUTER RAIL STUDY	JTA	0	0	200,000	0	50,000	0	0	0	250,000	
5.4	UPDATE/RE-EVAL WATERBORNE TRANSIT	JTA	0	0	0	0	16,000	0	0	0	80,000	
5.4	UPDATE/RE-EVAL WATERBORNE TRANSIT	FCMPO	42,700	0	10,640	0	1,330	14,000	0	0	70,000	
5.5	CLAY COUNTY ITS FEASIBILITY STUDY****	FCMPO	0	0	0	0	0	0	0	0	0	
5.6	NASSAU COUNTY TRANSPORTATION STUDY	FCMPO	0	0	0	0	0	0	0	0	0	
6.1.1	COMMUNITY OUTREACH	FCMPO	28,660	0	7,140	0	893	9,398	0	0	46,984	
6.1.2	BOARD AND COMMITTEE COORDINATION	FCMPO	84,378	0	21,026	0	2,628	27,966	0	0	138,627	
6.1.3	ANNUAL REPORT	FCMPO	5,232	0	0	0	0	15,000	0	0	20,232	
6.1.4	PUBLIC INVOLVEMENT PLAN UPDATE	FCMPO	2,554	0	636	0	80	836	0	0	4,186	
6.1.5	INTEGRATED MARKETING COMMUNICATIONS	FCMPO	18,420	0	4,590	0	573	6,039	0	0	30,186	
6.1.6	MARKETING COMMUNICATIONS CONSULTANT	FCMPO	30,500	0	7,600	0	850	10,000	0	0	50,000	
7.1	BICYCLE/PEDESTRIAN FACILITIES PLANNING	FCMPO	44,453	0	0	0	0	0	0	0	44,453	
7.2	METRO COMMUTER ASSISTANCE PROGRAM	FCMPO	0	0	0	0	0	100,000	0	0	100,000	
7.3	NORTHEAST FLORIDA VANPOOL PROGRAM	FCMPO	0	0	0	0	0	40,500	0	0	40,500	
7.4	FIRST COAST ITS COALITION	FCMPO	8,508	0	2,120	0	266	2,989	0	0	14,150	
7.5	TRANS. DISADVANTAGED PLANNING RELATED	FCMPO	0	0	0	0	0	0	0	0	33,283	
7.6	TRANSIT SERVICE PLANNING	JTA	0	0	0	0	0	0	0	0	35,000	
7.7	TRANSIT DEVELOPMENT PLAN UPDATE	JTA	0	0	28,000	0	3,500	0	0	0	12,500	
7.8	MOBILITY ACCESS PLAN: PARK AND RIDE	JTA	0	0	10,000	0	1,250	0	0	0	50,000	
7.8	ADA SENSITIVITY TRAINING/PLANNING	JTA	0	0	0	0	5,000	0	0	0	50,000	
7.10	JTA COMMUN/DATA INTEGRATION ASSESS STUDY	JTA	0	0	1,200	0	150	0	0	0	1,500	
7.11	TRANSPORTATION ALTERNATIVE STUDIES	JTA/FOOT	0	0	0	0	9,343	0	0	0	93,428	
7.12	ORGANIZATIONAL IMPROVEMENT ASSESSMENT	JTA	0	0	0	0	0	0	0	0	9,186,000	
7.13	DEVELOPMENT OF THE RAPID TRANSIT EDUC CAMPAIGN	JTA	0	0	0	0	0	0	0	0	1,294,446	
TOTAL			878,453	175,540	243,251	1,494,298	203,165	342,467	6,817,783	4,598,000	15,264,191	

(1) Task 2.2 - 20,970 identified in local assessment is additional funding from St. Johns County

*FY 2005/2006 Allocation \$835,928; FY 2003/2004 Carryover \$142,535

**State Match FTA 5303 Funds - \$30,407, funding allocated among various tasks

***Local Match FCMPO FTA 5303 Funds - \$30,406

****Task 5.5, Carry forward from FY 04/05 UPWP Task 5.18- State Funds

TABLE 2 (PAGE 2 OF 2)
 FY 2005-2006 UNIFIED PLANNING WORK PROGRAM BY TASK AND FUNDING SOURCE

TASK	TOTAL FEDERAL	TOTAL STATE	TOTAL LOCAL	GRAND TOTAL
1.1 PROGRAM MANAGEMENT	140,053	3,493	40,252	183,798
1.1.1 STATE SUPPORT PROG. MGT. PL, SPR	0	175,540	0	175,540
1.1.2 STATE SUPPORT PROG. MGT. FTA*	0	0	0	0
1.1.3 PROGRAM MGT. ADMIN AND DEV	800	100	100	1,000
1.1.4 CERTIFICATION	2,213	55	637	2,905
1.1.5 MPO EDUCATION/WORKSHOPS/SUMMITS	11,048	276	3,176	14,500
1.2.1 GRANTS/CONTRACTS/ADMINISTRATION	55,098	1,374	15,835	72,307
1.2.2 PERSONNEL ADMINISTRATION	25,870	645	7,435	33,950
1.2.3 OFFICE OPERATIONS	104,572	114	2,314	107,000
1.2.4 TRAINING/TRAVEL	0	0	24,000	24,000
1.2.5 LEGAL SERVICES	0	0	5,000	5,000
1.2.6 AUDIT	0	0	15,000	15,000
1.2.7 HOSTING SERVICES	11,430	285	3,285	15,000
1.3.1 UNIFIED PLANNING WORK PROGRAM	7,689	192	2,210	10,091
1.3.2 GENERAL CONSULTANT SERVICES	37,648	4,277	63,652	105,577
2.1 TRAFFIC COUNT DATA	12,202	0	0	12,202
2.2 TRANSIT DEV PLAN ST. AUGUSTINE AREA	40,000	25,970	25,970	90,970
2.3 HIGHWAY AND TRANSIT SPEED DELAY STUDY	38,100	950	10,950	50,000
3.1 TRANSPORTATION IMPROVEMENT PROGRAM	43,330	1,081	12,452	56,863
3.2 FCMPQ CONGESTION MGMT SYSTEM	9,213	229	2,648	12,090
4.1 GIS / MODEL UPDATE / MAINTENANCE	90,654	0	0	90,654
4.2 FIRST COAST LRTP 2030 UPDATE-AMENDMENTS	224,797	500	37,625	262,922
4.3 MODEL ENHANCEMENTS	0	50,000	0	50,000
4.4 NERPM CUBE-VOYAGER TRAINING SESSIONS	3,810	95	1,095	5,000
4.5 ETDm PROCESS	4,828	121	1,388	6,337
5.1 INTERSTATE 10 EAST MASTER PLAN	0	876,000	0	876,000
5.2 INTERSTATE 95 MASTER PLAN	0	1,200,000	0	1,200,000
5.3 UPDATE/REGIONAL COMMUTER RAIL STUDY	200,000	0	50,000	250,000
5.4 UPDATE/EVAL WATERBORNE TRANSIT	0	64,000	16,000	80,000
5.4 UPDATE/EVAL WATERBORNE TRANSIT	53,340	1,330	15,330	70,000
5.5 CLAY COUNTY ITS FEASIBILITY STUDY**	0	0	0	0
5.6 NASSAU COUNTY TRANSPORTATION STUDY	0	0	0	0
6.1.1 COMMUNITY OUTREACH	35,800	893	10,291	46,984
6.1.2 BOARD AND COMMITTEE COORDINATION	105,405	2,628	30,594	138,627
6.1.3 ANNUAL REPORT	5,232	0	15,000	20,232
6.1.4 PUBLIC INVOLVEMENT PLAN UPDATE	3,190	80	916	4,186
6.1.5 INTEGRATED MARKETING COMMUNICATIONS	23,010	573	6,613	30,196
6.1.6 MARKETING COMMUNICATIONS CONSULTANT	38,100	950	10,950	50,000
7.1 BICYCLE/PEDESTRIAN FACILITIES PLANNING	44,453	0	0	44,453
7.2 METRO COMMUTER ASSISTANCE PROGRAM	0	100,000	0	100,000
7.3 NORTHEAST FLORIDA VANPOOL PROGRAM	0	40,500	0	40,500
7.4 FIRST COAST ITS COALITION	10,629	266	3,255	14,150
7.5 TRANS. DISADVANTAGED PLANNING RELATED	0	33,283	0	33,283
7.6 TRANSIT SERVICE PLANNING	28,000	3,500	3,500	35,000
7.7 TRANSIT DEVELOPMENT PLAN UPDATE	10,000	1,250	1,250	12,500
7.8 MOBILITY ACCESS PLAN: PARK AND RIDE	40,000	5,000	5,000	50,000
7.9 ADA SENSITIVITY TRAINING/PLANNING	1,200	150	150	1,500
7.10 JTA COMMUN/DATA INTEGRATION ASSESS STUDY	74,742	9,343	9,343	93,428
7.11 TRANSPORTATION ALTERNATIVE STUDIES	0	4,598,000	4,598,000	9,196,000
7.12 ORGANIZATIONAL IMPROVEMENT ASSESSMENT	1,035,556	94,445	164,445	1,294,446
7.13 LEVEL OF THE RAPID TRANSIT EDUC CAMPAIGN	144,000	0	36,000	180,000
TOTAL	2,716,012	7,296,518	5,251,661	15,264,191

*Slate Match FTA 5303 Funds - \$ 30,407, funding allocated among various tasks
 **Task 5.5. Carry forward from FY 04/05 UPWP Task 5.18- Slate Funds