

February 3, 2025

3:00 pm

County Administration Building - Grace Knight Conference Room

12 SE 1 Street, 2nd Floor, Gainesville, FL 32601

Pages

1. CALL TO ORDER
2. CHAIR'S ANNOUNCEMENTS
3. ROLL CALL & CONFIRMATION OF QUORUM
4. AGENDA REVIEW & APPROVAL
5. APPROVAL OF MINUTES 1
6. CONSENT AGENDA 11

**A. Safety Performance Measures and Targets Review**

*The Metropolitan Transportation Planning Organization needs to establish safety performance measures and targets*

**B. Appointment of Mike Escalante to the Citizen Advisory Committee**

**C. Transportation Alternatives Application**

*Application for bike/ped enhancements, including narrowing of inside lanes via restriping, addition of bike lane protection devices, and 2 signalized pedestrian crossings along the section between SR24/Archer Rd and SR226/SW 16th Avenue*

**7. ACTION ITEMS**

18

**A. Transportation Improvement Program Modification**

*Add SR24/Archer Rd 4-lane widening design 2.25 million in current year 2025-29*

**B. Transportation Improvement Program Amendment**

*SR24 (NW Waldo Road) from NE 3rd Avenue to SR222 (NE 39th Ave) Inspection Improvement – Alachua County*

**C. Transit Asset Management Plan (City of Gainesville)**

*Updates to condition assessment and performance targets and measures to be incorporated with Metropolitan Transportation Plan and TIP Process*

**D. List of Priority Projects for Fiscal Years 2026-27 to 2030-31**

**8. INFORMATION ITEMS**

55

**A. Subcommittee Steering Meeting and Transition Report Update**

- *Report on January 13, 2025, Steering Committee meeting*
- *Draft Interlocal Agreement Update – Support Services (Alachua County)*
- *Draft Interlocal Agreement Update – MPO Establishment*

**B. Long Range Transportation Plan Update (HDR/Corradino Group)**

**C. Tentative Five-Year Work Program – Presentation**

**D. Transportation Improvement Program Emergency Amendment**

*SW 13th Street & Archer Road*

**E. Joint Certification Review**

**9. AGENCY REPORTS/ PARTNER UPDATES**

- Florida Department of Transportation
- Alachua County School Board
- Gainesville – Alachua County Regional Airport
- University of Florida

**10. UPCOMING MEETINGS OF INTEREST**

**A. MTPO Meetings -**

- Steering Committee Meeting: TBD
- BPAB Meeting: February 11, 2025
- TAC/CAC Meeting: February 12, 2025
- Board Meeting: March 5, 2025

**B. TD Coordinating Board Meeting: February 5, 2025**

**C. MPOAC Quarterly Meeting: April 24, 2025**

The Florida Hotel and Conference Center, 1500 Sand Lake Rd  
Orlando, Florida

**11. MEMBER COMMENTS**

**12. PUBLIC COMMENTS (GENERAL)**

**13. ADJOURNMENT**

MINUTES  
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION  
FOR THE GAINESVILLE URBANIZED AREA

John R. “Jack” Durrance Auditorium  
Gainesville, Florida

5:00 p.m.  
December 2, 2024

MEMBERS PRESENT  
IN PERSON

Mary Alford  
Ed Book  
Achaia Brown/Greg Evans  
Charles Chestnut IV  
Ken Cornell  
Linda Dixon  
Desmon Duncan-Walker  
Bryan Eastman  
Anna Prizzia  
Harvey Ward  
Casey Willits, Sec./Treas.  
Marihelen Wheeler, Vice-Chair

MEMBERS ABSENT

Cynthia Moore Chestnut, Chair  
Reina Saco

OTHERS PRESENT

See Exhibit A

STAFF PRESENT

Scott Koons  
Michael Escalante

MEMBERS PRESENT  
VIA COMMUNICATIONS  
MEDIA TECHNOLOGY

None

CALL TO ORDER - October 7, 2024

Vice-Chair Marihelen Wheeler called the meeting to order at 5:00 p.m.

I. APPROVAL OF THE MEETING AGENDA AND CONSENT AGENDA

Vice-Chair Wheeler asked for approval of the meeting agenda and consent agenda. She requested to:

- **Move Consent Agenda Item CA.2 Safety Performance Measures and Targets to the Meeting Agenda; and**
- **Add City of Gainesville State Road 26 (University Avenue) Safe Streets For All Grant Letter of Support to the Meeting Agenda.**



A member requested that Consent Agenda Item CA.8 Transportation Disadvantaged Program be moved to the Meeting Agenda

A member requested that the Item VIII Transition Subcommittee Report be advanced in the Meeting Agenda.

**MOTION: Commissioner Alford moved to approve the Meeting Agenda and the Consent Agenda as amended to:**

- **Move Consent Agenda Item CA.2 Safety Performance Measures and Targets after Meeting Agenda Item I. Approval of Meeting Agenda and Consent Agenda Items;**
- **Move Consent Agenda Items CA.8 Transportation Disadvantaged Program - Status Report after Consent Agenda Items CA.2 Safety Performance Measures and Targets;**
- **Add Meeting Agenda Item I.A City of Gainesville State Road 26 (University Avenue) Safe Streets For All Grant Letter of Support to the Meeting Agenda after Consent Agenda Item CA.8 Transportation Disadvantaged Program - Status Report; and**
- **Move Meeting Agenda Item VIII. Transition Subcommittee Report- after Meeting Agenda Item I.A City of Gainesville State Road 26 (University Avenue) Safe Streets For All Grant Letter of Support.**

**Commissioner Duncan-Walker seconded; motion passed unanimously.**

#### CA.2 SAFETY PERFORMANCE MEASURES AND TARGETS

Members discussed reductions in fatalities and serious injuries in Alachua County.

Scott Koons, Executive Director, stated that the Metropolitan Transportation Planning Organization needs to set annual safety targets.

**MOTION: Commissioner Alford moved to set Safety Performance Targets consistent with the Florida Department of Transportation Targets (see Exhibit 1). Commissioner Willits seconded; motion passed unanimously.**

#### CA.8 TRANSPORTATION DISADVANTAGED PROGRAM - STATUS REPORT

A member discussed the Community Transportation Coordinator, MV Transportation, Inc., positive performance as reported in the Transportation Disadvantaged Program Status Report.

#### I.A CITY OF GAINESVILLE SAFE STREETS FOR ALL GRANT LETTER OF SUPPORT

City of Gainesville Mayor Harvey Ward discussed the status of the City of Gainesville State Road 26 (University Avenue) Safe Streets for All Grant. He noted a potential for a reduction by the Federal Highway Administration in the amount of the grant. He asked for approval of a letter of support for the project.

**MOTION: Mayor Ward moved to authorize the Chair to sign a letter concerning efforts by the City of Gainesville to retain full funding for the City of Gainesville Safe Street for All Grant award by the Federal Highway Administration. Commissioner Prizzia seconded; motion passed unanimously.**

VIII. TRANSITION SUBCOMMITTEE REPORT-

Commissioner Bryan Eastman, Transition Subcommittee Member, with assistance from Corbin Hanson, Metropolitan Transportation Planning Organization Attorney; Alison Moss, Alachua County Transportation Planning Manager; and Brad Thoburn, Associate Vice-President, Transportation Strategic Planning Practice Lead, HDR Inc., provided the following updates for Transition Subcommittee topics:

#	Topic	Comment
1	Transition Subcommittee Composition	Commissioner Eastman reviewed the current Subcommittee composition and suggested affirmation of the same membership for 2025.
2	Interlocal Agreement Creating the Metropolitan Transportation Planning Organization	Commissioner Eastman, Mr. Thoburn and Mr. Hanson discussed the status of an amended interlocal agreement creating the Metropolitan Transportation Planning Organization. Mr. Thoburn stated that a draft amended interlocal agreement has been provided to Alachua County, the City of Gainesville and the Florida Department of Transportation for legal review. He also discussed the Rural Elected Official Representative selection process. A member suggested that, following adoption of the amended interlocal agreement, a letter from the Chair of the Alachua County Board of County Commissioners be sent to the outlying rural municipalities for each of them to make a nomination for the Rural Elected Official Representative to be appointed by the Alachua County Board of County Commissioners.
3	Interlocal Agreement with Alachua County concerning Financial Services and Human Resources Services	Commissioner Eastman and Mr. Hanson discussed the status of an interlocal agreement with Alachua County concerning the provision of financial services and human resources services.
4	Website Hosting by Alachua County	Commissioner Eastman and Ms. Moss discussed the status of the ACGNVMobility.org website.
5	Documents Transfer	Ms. Moss discussed the status of documents transfer.
6	Meeting Location	Members discussed conducting Metropolitan Transportation Planning Organization meetings in the Grace Knight Conference Room, Alachua County Administration Building for 2025.
7	Year 2050 Long-Range Transportation Plan Update	Mr. Thoburn discussed the status of the Year 2050 Long-Range Transportation Plan Update.

**MOTION: Commissioner Prizzia moved to incorporate the Rural Elected Official Representative selection process into the Interlocal Agreement Creating the Metropolitan Transportation Planning Organization. Commissioner Willits seconded; motion passed unanimously.**

Several members discussed the staffing and timing of its advisory committee meetings.

**MOTION: Commissioner Eastman moved that the 2025 Transition Subcommittee composition include the Metropolitan Transportation Planning Organization Chair, Commissioner Bryan Eastman, Commissioner Mary Alford, Commissioner Anna Prizzia and Mayor Harvey Ward. Commissioner Book seconded; motion passed unanimously.**

II. TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT -  
SW 20TH AVENUE COMPLETE CORRIDOR PROJECT

Mr. Koons stated that Alachua County is requesting that the Metropolitan Transportation Planning Organization amend its Transportation Improvement Program to add the SW 20th Avenue Complete Corridor Project [4561091] in Fiscal Year 2024-25. He noted that this project is in Fiscal Year 2025-26 of the draft Florida Department of Transportation Tentative Work Program.

**MOTION: Commissioner Alford moved to amend its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program to add the SW 20th Avenue Complete Corridor Project [4561091] in Fiscal Year 2024-25: Commissioner Eastman seconded the motion. Mr. Koons conducted a roll call vote.**

City Member	Yes	No	County Member	Yes	No
			Mary ALFORD	X	
Ed BOOK	X				
			Charles CHESTNUT IV	X	
			Ken CORNELL	X	
Desmon DUNCAN-WALKER	X				
			Anna PRIZZIA	X	
Harvey WARD	X				
Casey WILLITS	X				
			Marihelen WHEELER	X	
<b>Totals</b>	<b>4</b>	<b>0</b>		<b>5</b>	<b>0</b>

Commissioner Eastman was not present for the roll call vote.

**Motion passed unanimously.**

III. BICYCLE/PEDESTRIAN ADVISORY BOARD VACANT POSITION

Mr. Koons discussed the Bicycle/Pedestrian Advisory Board vacancy. He noted that there were three applicants. He conducted a roll call ballot.

Member	Boubacar	Skelly	Wu
Mary ALFORD	-	X	
Ed BOOK	-	X	
Charles CHESTNUT IV	-	X	
Ken CORNELL	-	X	
Desmon DUNCAN-WALKER	-	X	
Anna PRIZZIA	-		X
Harvey WARD	-	X	
Casey WILLITS	-		X
Marihelen WHEELER	-	X	
<b>Totals</b>	<b>0</b>	<b>7</b>	<b>2</b>

**MOTION: Commissioner Cornell moved to appoint John Skelly to the Citizens Advisory Committee to a three-year term ending December 31, 2027. Commissioner Willits seconded; motion passed unanimously.**

IV. FLORIDA DEPARTMENT OF TRANSPORTATION TENTATIVE FIVE-YEAR WORK PROGRAM 2025-26 TO 2029-30

Mr. Koons discussed the Florida Department of Transportation Tentative Five-Year Work Program 2025-26 to 2029-30. Achaia Brown, Transportation Planning Manager, Florida Department of Transportation, District 2, answered questions concerning the Tentative Five-Year Work Program.

A member asked about the State Road 24 (Archer Road) Four-Laning Design Project from SW 122nd Street (Parker Road) to SW 75th Street (Tower Road) not being included in the draft Tentative Five-Year Work Program.

Ms. Brown stated that she would discuss this project with District 2 staff.

A member suggested that the State Road 24 (Archer Road) Four-Laning Design Project from SW 122nd Street (Parker Road) to SW 75th Street (Tower Road) project be included in the Metropolitan Transportation Planning Organization review comments concerning the Tentative Five-Year Work Program.

Linda Dixon, University of Florida Planning Director, asked for more information concerning funding for Compass Transit Service.

Mr. Jesus Gomez, City of Gainesville Transportation Director, discussed the Compass Transit Service Grant project and answered questions. He noted that these were route enhancement funds that would connect the Eastside Transfer Station to the Butler Plaza Transfer Station.

Ms. Dixon asked if the State Road 26 (University Avenue) from Gale Lemerand Drive to State Road 24 (Waldo Road) resurfacing project incorporated any of the Complete Street restriping.

Ms. Brown stated that she would discuss this project with the Department's Engineering Team to determine the current scope phase of the project in order to provide that information.

Ms. Dixon noted that there were several resurfacing and landscaping projects were scheduled for campus perimeter roads. She asked that the Florida Department of Transportation coordinate with the University of Florida for the implementation of these projects in order to maintain campus access impacts.

A member asked about a traffic signal light at the Loves Truck Stop on State Road 200 (U.S. Highway 301) in the City of Hawthorne.

Ms. Moss stated that County staff has reviewed a resurfacing project on State Road 200 (U.S. Highway 301) that included the traffic signal light.

**MOTION: Commissioner Alford moved to authorize its Chair to send a letter requesting that the Florida Department of Transportation consider:**

- **Involving Alachua County, City of Gainesville and Metropolitan Transportation Planning Organization staffs in the scoping of the State Road 26 (Newberry Road) from NW 43rd Street to NW 38 Street Bicycle/Pedestrian Facility Project [4410462]; and**
- **Including planning for the State Road 24 (Archer Road) four-lane project between SW 122nd Street (Parker Road) and SW 75 Street (Tower Road) [List of Priority Projects Table 1, Priority 10.**

**Commissioner Chestnut seconded; motion passed 8 to 1, Commissioner Willits opposed.**

V. ELECTION OF OFFICERS

Mr. Koons stated that the Metropolitan Transportation Planning Organization needed to elect a Chair, Vice-Chair and Secretary/Treasurer for the coming year. He named the current officers and noted that the Chair traditionally alternates between the City of Gainesville City Commission and Alachua County Board of County Commissioners.

**MOTION: Commissioner Cornell moved to elect Commissioner Wheeler as Chair, Commissioner Willits as Vice-Chair and Commissioner Cornell as Secretary/Treasurer for calendar year 2025. Commissioner Alford seconded; motion passed unanimously.**

VI. AUDIT REVIEW COMMITTEE

Mr. Koons requested that the Metropolitan Transportation Planning Organization appoint two members to an Audit Review Committee. He noted that traditionally the Metropolitan Transportation Planning Organization Secretary/Treasurer served as chair of this committee.

**MOTION: Commissioner Wheeler moved to appoint Commissioner Cornell and Commissioner Eastman to the Audit Review Committee and to have Commissioner Cornell serve as Committee Chair for calendar year 2025. Mayor Ward seconded; motion passed unanimously.**

VII. FLORIDA METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL

Mr. Koons requested that the Metropolitan Transportation Planning Organization appoint a voting representative and two alternate representatives to the Metropolitan Planning Organization Advisory Council for 2025. He noted that currently Commissioner Wheeler serves as the voting representative and Commissioner Cornell serving as the primary alternate voting representative and Commissioner Prizzia serving as the secondary alternate voting representative.

**MOTION: Commissioner Prizzia moved to appoint Commissioner Cornell as the voting representative, Commissioner Alford as the primary alternate voting representative and Commissioner Chestnut as the secondary alternate voting representative for calendar year 2025. Commissioner Willits seconded; motion passed unanimously.**

IX. NEXT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION MEETING

Mr. Koons stated that the next scheduled meeting is January 13, 2025 at 3:00 p.m.

X. COMMENTS

A. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

Ms. Brown announced that review comments on the draft Florida Department of Transportation Tentative Five-Year Work Program 2025-26 to 2029-30 are due to the Florida Department of Transportation on December 17, 2024.

B. PUBLIC COMMENTS

Reverend Melissa Pisco, Celebration United Methodist Church, 9501 SW Archer Road, discussed traffic safety and visibility concerns for the church entrance from State Road 24 (Archer Road). She requested an off-site sign for the church entrance.

Vice-Chair Wheeler referred the church entrance signage issue to County staff.

C. METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION MEMBERS

A member discussed financial services to be provided by the Alachua County Clerk of the Circuit Court Office via an interlocal agreement with the Metropolitan Transportation Planning Organization.

D. CHAIR'S REPORT

There was no Chair's Report.

ADJOURNMENT - The meeting was adjourned at 6:09 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Casey Willits, Secretary/Treasurer

**EXHIBIT A**

**Interested Citizens**

Dave Larson  
Melissa Pisco  
Jennifer Rossi

**Alachua County**

Jeffrey Hays  
Corbin Hanson  
Alison Moss  
Josh Massre

**City of Gainesville**

Jesus Gomez  
Deborah Leistner  
Andrew Persons

**Florida Department  
of Transportation**

Achaia Brown  
Brad Thoburn (HDR)

\* Via communications media technology  
# Provided written comments

t:\mike\em25\mtpo\minutes\dec02min.doc



**CONSENT AGENDA  
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION  
FOR THE GAINESVILLE URBANIZED AREA**

**John R. “Jack” Durrance Auditorium  
Alachua County Administration Building  
Gainesville, Florida**

**5:00 p.m.  
December 2, 2024**

**STAFF RECOMMENDATION**

**Page #7 CA. 1 Minutes - October 7, 2024 APPROVE MINUTES**

This set of Metropolitan Transportation Planning Organization minutes is ready for review.

**Page #31 CA. 3 Citizens Advisory Committee Vacant Positions APPOINT MR. HARRAR  
REAPPOINT MS. STEINER**

Landon Harrar has applied for appointment to the Citizens Advisory Committee.  
Ruth Steiner has applied for reappointment to the Citizens Advisory Committee.

**Page #37 CA. 4 Transportation Disadvantaged Program Designated Official Planning Agency APPROVE SUBCOMMITTEE  
RECOMMENDATION**

The Transition Subcommittee recommends that the Metropolitan Transportation Planning Organization authorize the North Central Florida Regional Planning Council to perform the functions of the Designated Official Planning Agency for the Alachua County Transportation Disadvantaged Program.

**Page #43 CA. 5 Transportation Alternatives Program/ Safe Routes to School/ Shared-Use Nonmotorized Trail Applications APPROVE STAFF  
RECOMMENDATION**

Alachua County and the City of Gainesville along with the University of Florida, are applying for discretionary federal and state grant funding for bicycle/pedestrian facilities within Alachua County.

**Page #47 CA. 6 2025 Meeting Calendar APPROVE STAFF  
RECOMMENDATION**

The Metropolitan Transportation Planning Organization has prepared the 2025 meeting schedule that is similar to the 2024 meeting dates, but also reserves monthly meeting dates.



Page #51

**CA. 7 Transit Ridership Status Report**

**FOR INFORMATION ONLY**

The Metropolitan Transportation Planning Organization has been monitoring ridership recovery from the Covid-19 Pandemic.



# Metropolitan Transportation Planning Organization

For the Gainesville Urbanized Area

January 27, 2025

## MEETING MEMORANDUM

To: Metropolitan Transportation  
Planning Organization Board

---

From: Brad Thoburn

---

Subject: **Safety Performance Measures and Targets -2024**

### STAFF RECOMMENDATION

**Recommend the Metropolitan Transportation Planning Organization set Safety Performance Targets, shown in the attached, consistent with the Florida Department of Transportation Targets.**

### BACKGROUND

The Moving Ahead for Progress in the 21<sup>st</sup> Century Act established performance measures for evaluating the effectiveness of federal transportation fund expenditures. The subsequent Fixing America's Surface Transportation Act and Bipartisan Infrastructure Law continues requiring the establishment of performance measures to meet federal requirements.

Attachment

**Attachment to Consent Agenda Item VIIA**

**Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area  
Safety Performance Measures and Targets  
Set December 4, 2023**

<b>Safety Topic</b>	<b>Performance Measure</b>	<b>Target</b>
1	Fatalities	Zero
2	Serious Injuries	Zero
3	Non-Motorized Fatalities and Serious Injuries	Zero
4	Fatalities Per 100 Million Vehicle Miles Travelled	Zero
5	Serious Injuries Per 100 Million Vehicle Miles Travelled	Zero



# Metropolitan Transportation Planning Organization

## For the Gainesville and Alachua County Area

January 27, 2025

### MEETING MEMORANDUM

To: Metropolitan Transportation  
Planning Organization Board

From: Brad Thoburn

Subject: **Appointment of Mike Escalante to the Citizen Advisory Committee**

#### STAFF RECOMMENDATION

Appoint Mike Escalante to the Citizens Advisory Committee for a term ending February 28, 2028.

#### BACKGROUND

Mike Escalante has applied to serve a three-year term on the Citizens Advisory Committee. His application for appointment is attached as Exhibit 1.

Attachment

METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION  
FOR THE GAINESVILLE URBANIZED AREA

CITIZENS ADVISORY COMMITTEE  
APPLICATION

Please return to:

Metropolitan Transportation Planning Organization  
for the Gainesville Urbanized Area  
c/o North Central Florida Regional Planning Council  
2009 NW 67th Place  
Gainesville, FL 32653-1603

Date: 12/31/24

NAME Michael Escalante  
ADDRESS 6522 NW 37th Drive  
CITY/STATE/ZIPCODE Gainesville FL 32653  
EMAIL escalante.mbgjr@gmail.com  
TELEPHONE (HOME) \_\_\_\_\_  
(WORK) \_\_\_\_\_  
(CELL) 352 376 5413

HOW LONG A RESIDENT OF ALACHUA COUNTY? 45 YEARS

ARE YOU CURRENTLY AN ELECTED OFFICIAL? YES \_\_\_\_\_ NO X

OCCUPATION Retired

EDUCATION VF

TRAINING OR EXPERIENCE RELATED TO ACTIVITIES FOR THIS APPOINTMENT

Planner

PAST CIVIC AND PROFESSIONAL ACCOMPLISHMENTS OR HONORS

I will attend meetings in accordance with the adopted Bylaws of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. If at any time my business or professional interests conflict with the interests of this board or committee, I will not advocate for any projects or activities from which I may receive financial benefit. Should any business of this board or committee constitute a conflict of interest, I will declare a conflict of interest and submit a Conflict of Interest Form (Form 8B). Additional information on me may be secured from: (List three references - name, address, and telephone number)

Ruth Steiner rstewer@ofl.edu

Sandra Joseph joseph@ncfapc.org

Laura Yeutter Yeutter@ncfapc.org

Signature 

Additional information may be attached to this form



# Metropolitan Transportation Planning Organization

## For the Gainesville and Alachua County Area

January 27, 2025

### MEETING MEMORANDUM

To: Metropolitan Transportation  
Planning Organization Board

From: Brad Thoburn

Subject: Transportation Alternatives Application

### STAFF RECOMMENDATION

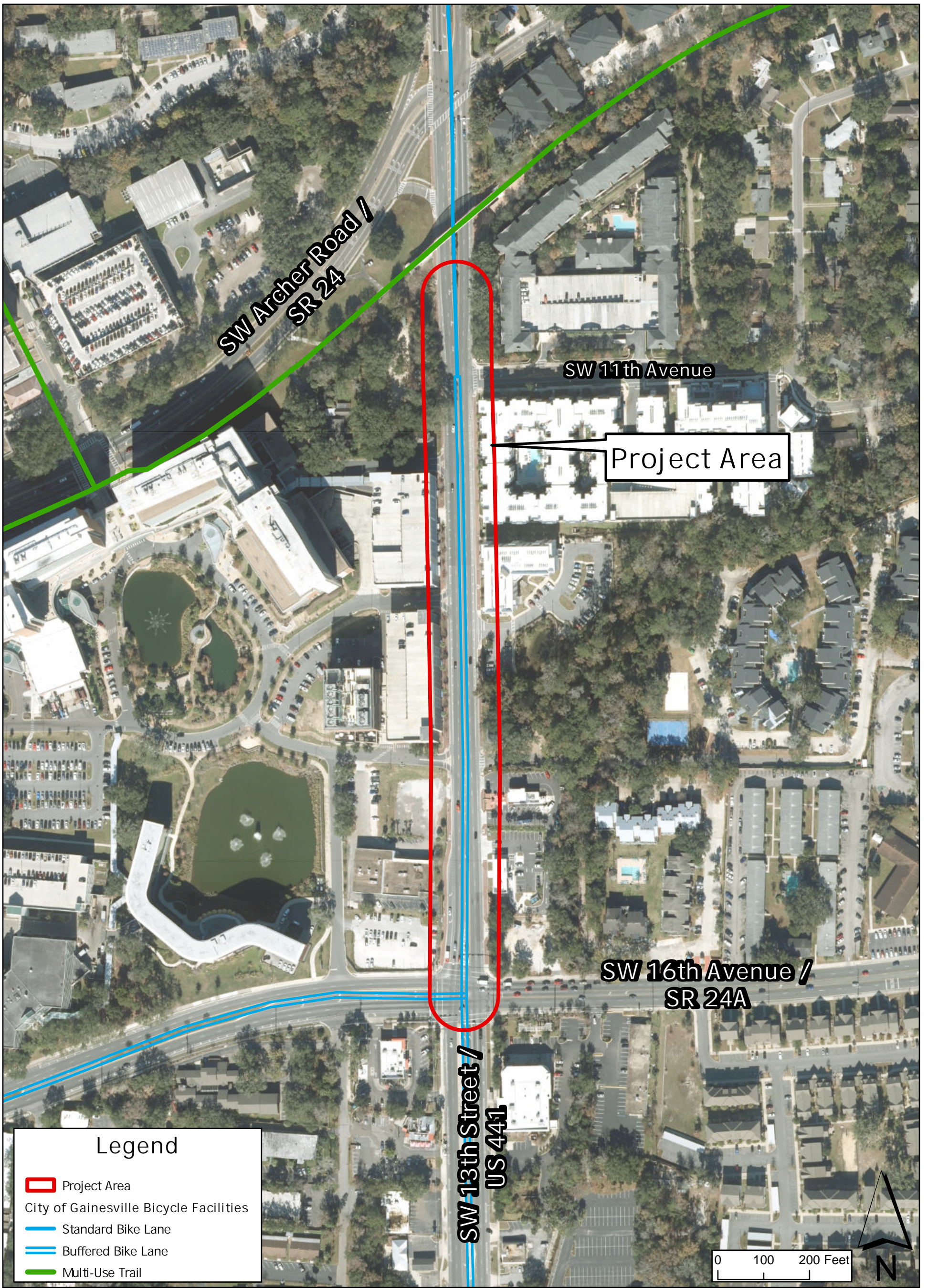
Approve City Gainesville Transportation Alternatives Application for Bicycle and Pedestrian enhancements along the section between SR24/Archer Rd and SR226/SW 16<sup>th</sup> Ave.

### BACKGROUND

The City of Gainesville is submitting an application for Bicycle and Pedestrian enhancements along the section between SR24/Archer Rd and SR226/SW 16<sup>th</sup> Avenue. Improvements including narrowing of inside lanes via restriping, addition of bike lane protection devices, and addition of 2 signalized pedestrian crossings. The estimated cost is \$1.3 million. The design was developed through the on-going Project Development and Environmental process. Public input was solicited via several public meetings including corridor walks and several meetings with stakeholders including FDOT, University of Florida and emergency responders. This segment is identified as a safety priority in the City's Vision Zero Action Plan as part of the City's High-Risk Network.

The proposed configuration and location map are attached for reference.





# SW 13th Street

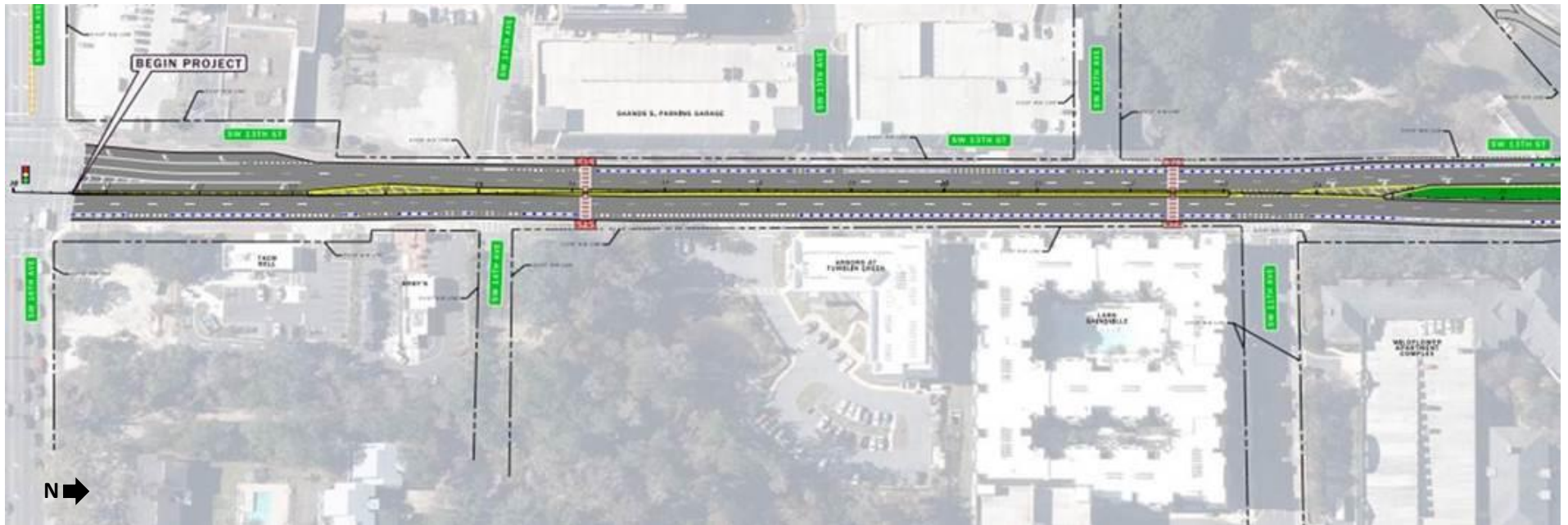
SW 16th Ave to North of SW 11th Ave

Transportation Alternatives Grant Application

Aerial Location Map



US441/SW 13<sup>th</sup> St PROPOSED RECONFIGURATION (SR24/Archer Rd to SR226/SW 16<sup>th</sup> Ave)







# Metropolitan Transportation Planning Organization

For the Gainesville Urbanized Area

January 27, 2025

## MEETING MEMORANDUM

To: Metropolitan Transportation  
Planning Organization Board

---

From: Brad Thoburn

---

Subject: **Transportation Improvement Program Modification –  
State Road 24 (Archer Road) 4-Lane Design**

### STAFF RECOMMENDATION

**Recommend that the Metropolitan Transportation Planning Organization amend its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program to add the State Road 24 (Archer Road) 4-Laning Design project in Fiscal Year 2024-25.**

### BACKGROUND

The Florida Department of Transportation has requested that the Metropolitan Transportation Planning Organization amend its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program (TIP) to add the State Road 24 (Archer Road) 4-Laning design phase project. For these funds to be expended, the Metropolitan Transportation Planning Organization needs to modify its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program to add this project in the current year of the TIP. The request from FDOT is attached.

Attachment

**EXHIBIT 1**

Outlook

---

**Earmark - 4-laning SR24**

---

**From** Brown, Achaia <Achaia.Brown@dot.state.fl.us>**Date** Mon 12/9/2024 8:36 AM**To** Scott Koons <Koons@ncfrpc.org>**Cc** Mike Escalante <Escalante@ncfrpc.org>; Kutney, Victoria <Victoria.Kutney@dot.state.fl.us>; Thoburn, Brad <Brad.Thoburn@hdrinc.com>

Good morning,

Please perform a TIP modification to add STATE ROAD 24 - ARCHER ROAD 4-LANE WIDENING DESIGN 2.25 million in current year 25/29.

Best,

***Achaia Brown****Transportation Planning Manager**Florida Department of Transportation**2198 Edison Avenue, MS 2806**Jacksonville, FL 32204-2730**(904) 360-5414**[Achaia.Brown@dot.state.fl.us](mailto:Achaia.Brown@dot.state.fl.us)*



# Metropolitan Transportation Planning Organization

For the Gainesville Urbanized Area

January 27, 2025

## MEETING MEMORANDUM

To: Metropolitan Transportation  
Planning Organization Board

From: Brad Thoburn

Subject: **Transportation Improvement Program Amendment –  
State Road 24 (NW Waldo Road) from NE 3<sup>rd</sup> Avenue to State Road 222 (NE 39<sup>th</sup> Ave)  
Inspection Improvement -Alachua County**

### STAFF RECOMMENDATION

**Recommend the Metropolitan Transportation Planning Organization amend its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program to add the State Road 24 (NW Waldo Road) from NE 3<sup>rd</sup> Avenue to State Road 222 (NE 39<sup>th</sup> Ave) project in Fiscal Year 2024-25.**

### BACKGROUND

The Florida Department of Transportation has requested that the Metropolitan Transportation Planning Organization amend its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program to add the State Road 24 (NW Waldo Road) from NE 3<sup>rd</sup> Avenue to State Road 222 (NE 39<sup>th</sup> Ave) Inspection Improvement -Alachua County project. In order for these funds to be expended, the Metropolitan Transportation Planning Organization needs to amend its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program to add this project. The FDOT request is attached.

Attachment



*Florida Department of Transportation*

**RON DESANTIS**  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

**JARED W. PERDUE, P.E.**  
SECRETARY

January 9, 2025

Alison Moss, AICP  
Transportation Planning Manager  
Gainesville MTPO  
10 SW 2<sup>nd</sup> Ave  
Gainesville, FL 32601

**Re: FDOT Amendment request for the Gainesville TPO Transportation Improvement Program (TIP) for FY 2024/25 – FY 2028/29**

Dear Alison:

The Florida Department of Transportation (FDOT) requests Board approval for an amendment to the Transportation Improvement Program (TIP) for FY 2024/25 through FY 2028/29. Please add the following TIP Amendment requests for action by the Gainesville TPO Board at their February meeting.

Please include the amounts listed for the total project in the TIP Amendment Report.

The following are new individual projects added to the current STIP:

**427326-5 SR24(NW WALDO RD) FROM NE3RD AVE TO SR222(NE 39TH AVE)  
Intersection Improvement – Alachua County \*Non-SIS\***

<u>Fund</u>	<u>Phase</u>	<u>FY 2025</u>
ACSU	CST	\$1,463,025
SA	CST	\$29,261
SU	CST	\$526,688

If you have any questions, please do not hesitate to contact me: Achaia.Brown@dot.state.fl.us or call: (904) 360-5414.

Sincerely,

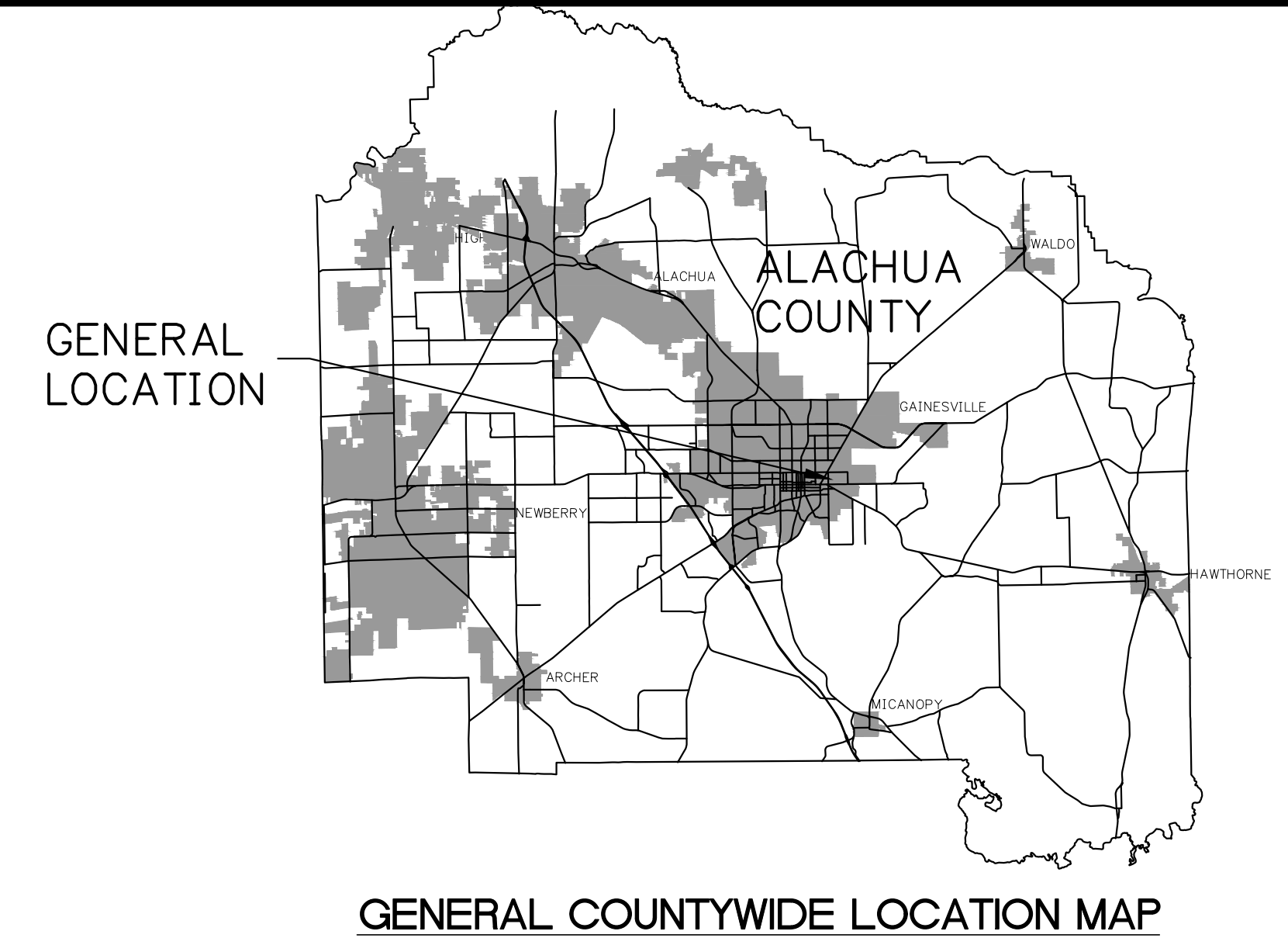
Achaia Brown  
Transportation Planning Manager  
FDOT District Two

cc: Victoria Kutney

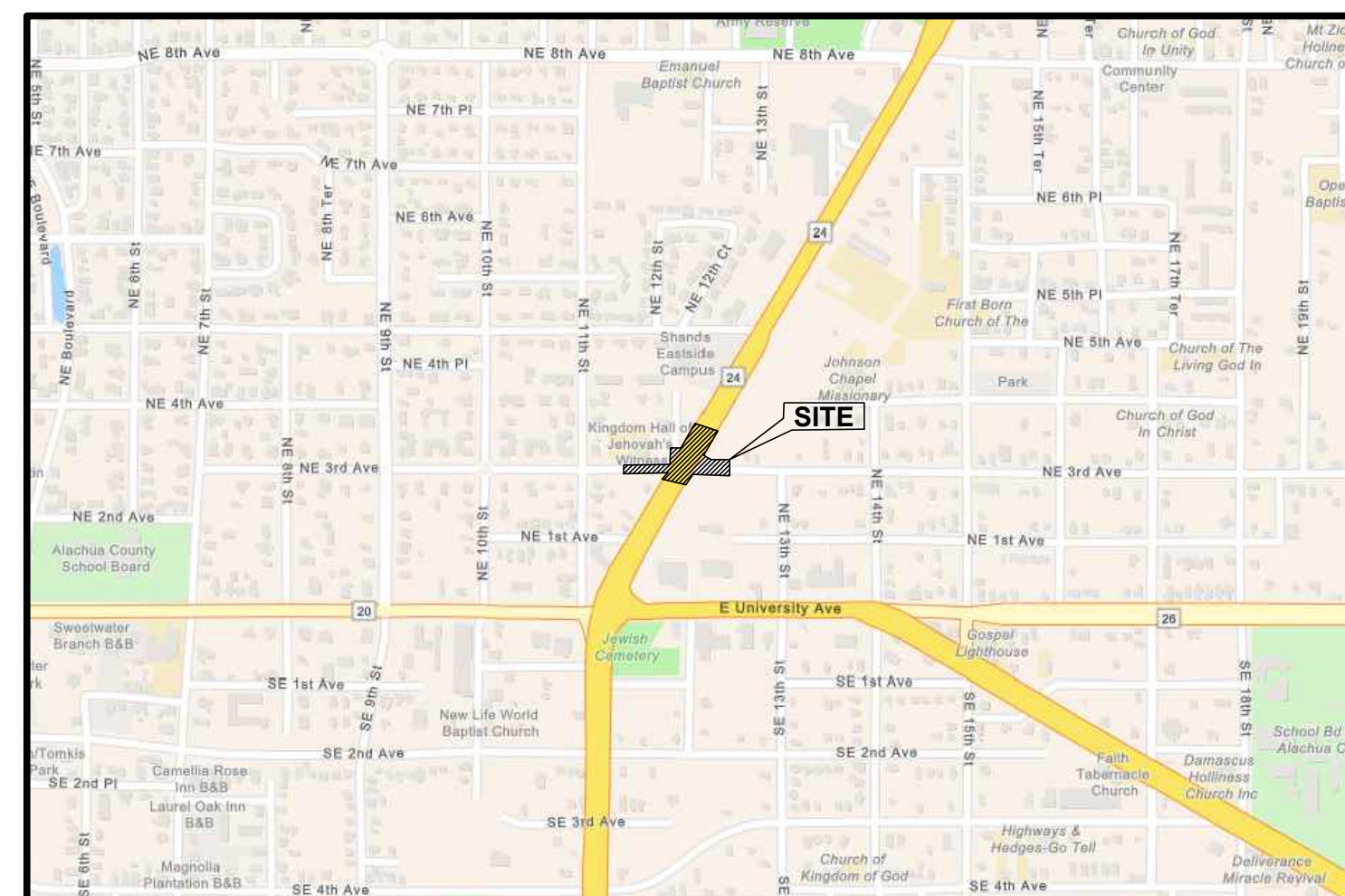
THIS PROJECT SHALL COMPLY WITH THE DESIGN STANDARDS PRESENTED IN THE FOLLOWING:

- A. FDOT DESIGN MANUAL (2023)
- B. FDOT STANDARD PLANS (2023-2024)
- C. FDOT GREEN-BOOK (2018)
- D. FDOT FLEXIBLE PAVEMENT DESIGN MANUAL (2018)
- E. MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (2009)
- F. FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (2023-2024)

# 100% CONSTRUCTION PLANS FOR NE WALDO ROAD AND 3RD AVE SAFETY IMPROVEMENTS FOR CITY OF GAINESVILLE



GENERAL COUNTYWIDE LOCATION MAP



LOCATION MAP  
NTS

NE WALDO ROAD AND NE 3RD AVE	
SHEET INDEX	
SHEET NO.	TITLE
C0.0	COVER SHEET
C0.1	LEGEND ABBREVIATIONS AND NOTES
C1.0	DEMOLITION PLAN
C2.0	DIMENSION PLAN
C2.1	STRIPING AND SIGNAGE PLAN
C3.0	PAVING GRADING AND DRAINAGE PLAN
V1.0	LIMITED SCOPE TOPOGRAPHIC SURVEY

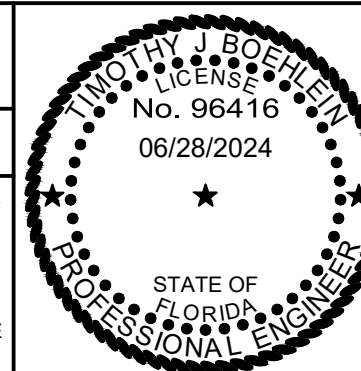
SUBMITTAL SCHEDULE	
MILESTONE	DATE
1. 50% CONSTRUCTION DRAWINGS TO CITY OF GNV	DECEMBER 12, 2022
2. 50% CONSTRUCTION PLANS TO FDOT	JANUARY 25, 2023
3. 100% CONSTRUCTION PLANS TO CITY OF GNV	SEPTEMBER 18, 2023
4. 100% CONSTRUCTION PLANS TO FDOT	SEPTEMBER 18, 2023
5. REVISED 100% CONSTRUCTION PLANS TO CITY OF GNV	NOVEMBER 30, 2023
6. REVISED 100% CONSTRUCTION PLANS TO FDOT	NOVEMBER 30, 2023
7. REVISED 100% CONSTRUCTION PLANS TO CITY OF GNV	APRIL 26, 2024
8. REVISED 100% CONSTRUCTION PLANS TO FDOT	APRIL 26, 2024
9. REVISED 100% CONSTRUCTION PLANS TO CITY OF GNV	JUNE 12, 2024
10. REVISED 100% CONSTRUCTION PLANS TO FDOT	JUNE 12, 2024

REVISIONS			
NO.	DATE	DESCRIPTION	DRWN/ APPR

ENGINEER OF RECORD: **TIMOTHY J. BOEHLEIN, P.E.**  
FLORIDA LICENSE NO. 96416  
06/28/2024

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY TIMOTHY J. BOEHLEIN, P.E. ON THE DATE ADJACENT TO THE SEAL.

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.



JBPro

CIVIL ENGINEERING | LAND PLANNING  
SURVEYING | CONSTRUCTION SERVICES

3530 NW 43rd Street | Gainesville, Florida 32606  
4420 US-1 S, Suite 1 | St. Augustine, Florida 32086

Gainesville: (352) 375-8999 | St. Augustine: (904) 789-8999  
Toll Free: (844) Go-JBPro | E-mail: [contact@jbpro.com](mailto:contact@jbpro.com)

SHEET TITLE: **COVER SHEET**

CLIENT: **CITY OF GAINESVILLE  
PUBLIC WORKS**

PROJECT: **NE WALDO RD & 3RD AVE  
SAFETY IMPROVEMENTS**

DATE: **JUNE 2024**

PROJECT NO.: **057-22-03**

SHEET NO.: **C0.0**



**CITY OF GAINESVILLE RIGHT OF WAY CAPITAL IMPROVEMENTS NOTES**

- "THE METHOD AND MANNER OF PERFORMING THE WORK AND THE QUALITIES OF MATERIAL FOR CONSTRUCTION WITHIN THE ROW SHALL CONFORM TO THE REQUIREMENTS SPECIFIED BY THE PUBLIC WORKS DEPARTMENT."
- "NO WORK SHALL BE DONE NOR MATERIALS USED IN THE ROW, WITHOUT INSPECTION BY THE PUBLIC WORKS DEPARTMENT (334-5070), AND THE CONTRACTOR/DEVELOPER SHALL FURNISH THE DEPARTMENT WITH EVERY REASONABLE FACILITY FOR ASCERTAINING WHETHER THE WORK PERFORMED AND MATERIALS USED ARE IN ACCORDANCE WITH THE REQUIREMENTS AND INTENT OF THE PLANS AND SPECIFICATIONS."
- "THE PUBLIC WORKS DEPARTMENT RESERVES THE RIGHT TO MODIFY THE PROPOSED WORK WITHIN THE ROW TO ENSURE COMPATIBILITY WITH EXISTING IMPROVEMENTS. SUCH MODIFICATION COSTS SHALL BE BORNE BY THE DEVELOPER."
- THE CITY OF GAINESVILLE SHALL BE NOTIFIED 24 HOURS IN ADVANCE FOR INSPECTION OF PERTINENT STAGES OF CONSTRUCTION WITHIN THEIR R/W. SUCH STAGES INCLUDE SUBGRADE PREPARATION, LIMEROCK PLACEMENT, INSPECTION OF THE SWEPT LIMEROCK BASE PRIOR TO THE PLACEMENT OF ASPHALT, AND OTHERS AS REQUIRED FOR APPROVAL.
- A SURVEY WAS DONE BY JBPPO DATED 09/26/2022 AND ALL ELEVATIONS ARE REFERENCED TO THE NAVD88 DATUM.
- THE CONTRACTOR SHALL NOTIFY UTILITY OWNERS LISTED BELOW TWO BUSINESS DAYS IN ADVANCE OF BEGINNING CONSTRUCTION ON THE JOB SITE AS REQUIRED BY CHAPTER 556 OF THE FLORIDA STATUTES.

COMPANY NAME	TELEPHONE
CITY OF GAINESVILLE PUBLIC WORKS	352-334-5070
GAINESVILLE REGIONAL UTILITIES (GRU WATER/WASTEWATER)	352-393-1864
GAINESVILLE REGIONAL UTILITIES (GRU ELECTRIC)	352-393-1853
GAINESVILLE REGIONAL UTILITIES (GRU COMMUNICATIONS)	352-393-6928
GAINESVILLE REGIONAL UTILITIES (GRU GAS)	352-393-6022
A/T&T CONSTRUCTION / ENGINEERING	904-727-1534
COX COMMUNICATIONS	352-491-9099
FLORIDA GAS TRANSMISSION	407-838-7171
LEVEL 3 COMMUNICATIONS	720-888-6461

**PAVING, GRADING AND DRAINAGE SPECIFICATIONS**

- ALL AREAS OF NEW CONSTRUCTION SHALL BE CLEARED AND GRUBBED. SUITABLE TOP SOIL REMAINING ON-SITE MAY BE STOCKPILED FOR FINE GRADING IN LANDSCAPED AREAS. THE CONTRACTOR SHALL FURNISH ALL FILL REQUIRED AND DISPOSE OF ALL EXCESS OR UNSUITABLE MATERIAL OFF-SITE IN ACCORDANCE WITH ALL REGULATORY REQUIREMENTS. TREES TO REMAIN SHALL BE PROTECTED PRIOR TO STARTING CONSTRUCTION AND SHALL BE PROTECTED THROUGHOUT SITE CONSTRUCTION.
- ALL NEW ASPHALT PAVEMENT CONSTRUCTION SHALL CONFORM TO THE FOLLOWING SPECIFICATIONS:
  - EARTHWORK: FILL MATERIALS SHALL CONFORM TO AASHTO SOIL GROUPS A-1, A-2, A-3, OR A-4 AND SHALL BE PLACED IN 6" - 12" LOOSE LIFTS AND COMPACTED TO 95% DENSITY USING MODIFIED PROCTOR METHOD (AASHTO T-180).
  - SUBSOIL EXCAVATION: WHERE SUBSOIL EXCAVATION IS REQUIRED, UNSUITABLE MATERIALS SHALL BE REMOVED TO A DEPTH OF 18" BELOW THE LIMEROCK BASE AND BACKFILLED WITH CLEAN FILL.
  - STABILIZED SUBGRADE: ALL STABILIZED MATERIAL SHALL CONFORM TO SECTION 914 AND PLACED ACCORDING TO SECTION 160 IN ONE 12" MINIMUM COMPACTED LIFT. SUBGRADE SHALL BE STABILIZED TO A MINIMUM LBR VALUE OF 30 OR 40 PER DESIGN SECTION, AND SHALL BE COMPACTED TO 98% DENSITY BY MODIFIED PROCTOR METHOD (AASHTO T-180).
  - BASE COURSE: ALL MATERIAL SHALL BE LIMEROCK CONFORMING TO SECTION 911 AND PLACED ACCORDING TO SECTION 200 IN ONE 6" OR 8" (PER DESIGN SECTION) MINIMUM COMPACTED LIFT. ALL BASE MATERIAL SHALL BE COMPACTED TO 98% DENSITY BY MODIFIED PROCTOR METHOD (AASHTO T-180). THE PRIME COAT SHALL CONFORM TO SECTION 300.
  - ASPHALTIC CONCRETE: ALL ASPHALTIC CONCRETE MATERIAL SHALL BE SUPERPAVED (TYPE & THICKNESS PER DESIGN SECTION) AND SHALL CONFORM TO SECTION 334. ALL ASPHALTIC CONCRETE CONSTRUCTION SHALL CONFORM TO SECTION 330.
- EXISTING TOPOGRAPHY INFORMATION DEPICTED IS BASED ON TOPOGRAPHIC SURVEYS PROVIDED BY JBRONN PROFESSIONAL GROUP, DATED 09/26/2022.
- THE CONTRACTOR SHALL VERIFY ALL EXISTING ELEVATION GRADES AND NOTIFY THE ENGINEER OF ANY DISCREPANCIES THAT WILL AFFECT FINISH GRADE DESIGN FOR PROPER RUNOFF CONDITIONS AT NO ADDITIONAL COST TO THE CITY PRIOR TO CONSTRUCTION. JBPPO WILL ASSIST THE CONTRACTOR IN REVISING ANY GRADING DISCREPANCIES PRIOR TO CONSTRUCTION TO ASSURE PROPER RUNOFF CONDITIONS RESULT UPON COMPLETION OF CONSTRUCTION AT NO ADDITIONAL COST TO THE CITY. ALL ELEVATIONS SHOWN HEREIN ARE REFERENCED TO NORTH AMERICAN GEODETIC VERTICAL DATUM 1988 (NAVD88).

**MAINTENANCE OF TRAFFIC NOTES**

- THE CONTRACTOR SHALL SUBMIT A MAINTENANCE OF TRAFFIC (MOT) PLAN TO THE CITY OF GAINESVILLE PUBLIC WORKS DEPARTMENT FOR MOT PERMIT APPROVAL PRIOR TO CONSTRUCTION WITHIN THE RIGHT-OF-WAY.
- TRAFFIC CONTROL WITHIN EXISTING R/W SHALL BE IN ACCORDANCE WITH LATEST MUTCD OR FDOT STANDARDS FOR CONTROL OF TRAFFIC THROUGH WORK ZONES.
- TRAFFIC CONTROL AND SIGNING FOR CONSTRUCTION WITHIN OR INTERSECTING EXISTING CITY OR STATE RIGHT-OF-WAY SHALL BE PERFORMED IN ACCORDANCE WITH FDOT INDEX NO. 600 THRU 670 AND THE MUTCD, AS APPROPRIATE.
- CONTRACTOR SHALL COORDINATE WITH SOLID WASTE HAULER TO DETERMINE EXACT PICKUP SCHEDULE ON A PER STREET BASIS. MOT PLAN SHALL INCLUDE AN "ACCESS PLAN" TO ACCOMMODATE SOLID WASTE ACCESS AND PICKUP FOR RESIDENTS ON EACH PICKUP DAY.
- CONTRACTOR SHALL CONSIDER AND PLAN FOR DELIVERY ACCESS AND EMERGENCY VEHICLE ACCESS IN MOT PLAN FOR EACH ROADWAY SECTION.

**SUBMITTAL NOTES**

- PRIOR TO CONSTRUCTION INSTALLATION OF SPECIFIC WORK SCOPE ITEMS THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS AND SUBMITTAL INFORMATION TO THE EOR FOR REVIEW AND APPROVAL. THESE SUBMITTALS SHALL INCLUDE SOURCE PROVIDER, MANUFACTURER LITERATURE, CUT SHEETS, DIMENSIONED DRAWINGS, FABRICATION DRAWINGS, SKETCHES, DETAILS AND ANY OTHER INFORMATION NECESSARY FOR THE EOR TO REVIEW AND APPROVE AS TO COMPLIANCE WITH THE DESIGN DRAWINGS AND SPECIFICATIONS.
- THE FOLLOWING SCOPE ITEMS SHALL REQUIRE SUBMITTALS:
 

a. STORM SEWER STRUCTURES, PIPING AND APPURTENANCES	g. SUBGRADE MATERIAL
b. EROSION CONTROL MATERIALS AND DEVICES	h. GRASSING / SOD TYPE AND SOURCE
c. ASPHALT MIX DESIGN(S)	i. TRAFFIC CONTROL DEVICES
d. CONCRETE MIX DESIGN(S)	j. PAVEMENT MARKING MATERIAL
e. EARTHWORK SOIL IMPORT SOURCE	k. SIGNAGE MATERIALS
f. BASE COURSE MATERIAL	l. TRAFFIC CONTROL PLAN
- CONTRACTOR IS RESPONSIBLE FOR ANY COST INCURRED TO REVISE ANY WORK COMPLETED PRIOR TO SUBMITTAL APPROVAL. THE OWNER OR EOR ARE NOT RESPONSIBLE FOR COSTS INCURRED IF ANY MATERIALS ARE PURCHASED, DELIVERED OR INSTALLED PRIOR TO SUBMITTAL REVIEW AND APPROVAL.
- THE CONTRACTOR SHALL PROVIDE A LIST OF SUB-CONTRACTORS THAT WILL BE PERFORMING ANY PHASES OF WORK ON THE PROJECT. THE LIST SHALL INCLUDE NAME OF COMPANY, ADDRESS, PHONE NUMBERS, AND EMAIL ADDRESSES OF INDIVIDUALS RESPONSIBLE FOR THE SUB-CONSULTANT WORK EFFORT AND THE CONTACT INFORMATION FOR THE INDIVIDUALS IN RESPONSIBLE CHARGE OF PERFORMING THE WORK IN THE FIELD.

**NPDES EROSION AND SEDIMENTATION CONTROL PERMITTING NOTES**

- THE CONTRACTOR IS REQUIRED TO FILE THE FLORIDA DEPT. OF ENVIRONMENTAL PROTECTION (FDEP) NOTICE OF INTENT (NOI) TO USE GENERIC PERMIT FOR STORMWATER DISCHARGE FROM LARGE AND SMALL CONSTRUCTION ACTIVITIES (CGP) (RULE 62-621.300(4), F.A.C.). CONSTRUCTION ACTIVITY SHALL NOT COMMENCE PRIOR TO OBTAINING AN ACKNOWLEDGEMENT LETTER FROM FDEP VERIFYING THE NOI IS COMPLETE. THE PROJECT IS COVERED BY THE GENERIC PERMIT, AND THE PROJECT IDENTIFICATION NO. IS ESTABLISHED. CONTRACTOR SHALL PROVIDE THE EOR AND PROPERTY OWNER WITH A COPY OF THE FDEP ACKNOWLEDGEMENT LETTER VERIFYING COVERAGE. AN NPDES PERMIT IS REQUIRED IF ONE OR MORE ACRES OF LAND ARE DISTURBED OR DISTURB LESS THAN ONE ACRE OF LAND BUT ARE PART OF A COMMON PLAN OF DEVELOPMENT OR SALE; AND DISCHARGE STORMWATER TO SURFACE WATERS OF THE STATE OR TO SURFACE WATERS OF THE STATE THROUGH A MUNICIPAL SEPARATE STORM SYSTEM.
- THE CONTRACTOR SHALL ABIDE BY THE REQUIREMENTS OF THE STORMWATER POLLUTION PREVENTION PLAN (SWPPP) AND CGP AT ALL TIMES THROUGHOUT CONSTRUCTION, AND UTILIZE ALL APPROPRIATE BEST MANAGEMENT PRACTICES (BMP'S) AS REQUIRED TO PREVENT EROSION AND SEDIMENTATION DISCHARGE OFFSITE DURING CONSTRUCTION.
- SEDIMENTATION AND EROSION CONTROL BMP'S SHALL BE IN ACCORDANCE WITH THE STATE OF FLORIDA EROSION AND SEDIMENTATION CONTROL DESIGNER AND REVIEWER MANUAL, DATED JULY 2013, OR LATEST UPDATE. THE CONTRACTOR IS RESPONSIBLE TO UTILIZE ALL BMP'S, AS NECESSARY THROUGHOUT CONSTRUCTION, AND MAY UTILIZE MULTIPLE BMP'S OR OTHER MEANS AND METHODS DEEMED APPROPRIATE TO CONTROL EROSION AND SEDIMENTATION DISCHARGE.
- THE CONTRACTOR SHALL UTILIZED A STATE OF FLORIDA CERTIFIED EROSION & SEDIMENTATION CONTROL (ESC) INSPECTOR DURING CONSTRUCTION TO ABIDE BY THE TERMS OF THE NOI PERMIT COVERAGE. AT A MINIMUM THE CERTIFIED INSPECTOR SHALL INSPECT ALL DISCHARGE POINTS, DISTURBED AREAS, MATERIAL STORAGE AREAS, STRUCTURAL CONTROLS AND CONSTRUCTION ENTRANCES/EXITS AT LEAST ONCE EVERY SEVEN (7) DAYS AND AFTER EVERY 1/2 INCH OR GREATER STORM EVENT. MAJOR OBSERVATIONS AND INCIDENTS OF NON-COMPLIANCE SHOULD BE RECORDED IN THE INSPECTION REPORT. AS WELL AS CORRECTIVE ACTIONS AND MAINTENANCE. UNLESS ADVISED OTHERWISE, MAINTENANCE MUST OCCUR WITHIN SEVEN (7) CALENDAR DAYS OF THE INSPECTION. THESE INSPECTIONS MUST BE DOCUMENTED AND SIGNED BY A QUALIFIED INSPECTOR AS DEFINED BY THE CGP. THE REPORT SHALL CONTAIN A CERTIFICATION THAT THE FACILITY IS IN COMPLIANCE WITH THE SWPPP AND THE CGP WHEN THE REPORTS DO NOT IDENTIFY ANY INCIDENTS OF NON-COMPLIANCE.
- UPON SATISFACTORY COMPLETION OF THE PROJECT CONSTRUCTION AND SITE STABILIZATION, THE CONTRACTOR SHALL FILE THE NPDES STORMWATER NOTICE OF TERMINATION (NOT) (RULE 62-621.300(6), F.A.C.) WITH FDEP. THE PERMIT COVERAGE IS DEEMED COMPLETE WHEN ALL SOIL DISTURBING CONSTRUCTION ACTIVITIES ARE COMPLETE AND STABILIZATION OF ALL DISTURBED OPEN AREAS HAVE REACHED AT LEAST 70% VEGETATIVE COVER OR OTHER PERMANENT STABILIZATION IS IN PLACE. A COPY OF THE NOT SHALL BE PROVIDED TO THE EOR AND PROPERTY OWNER.

**GENERAL DEMOLITION NOTES**

- PRIOR TO DEMOLITION AND CONSTRUCTION, THE CONTRACTOR SHALL CONTACT THE APPROPRIATE UTILITY COMPANIES TO VERIFY THE LOCATION OF ALL ABOVE GROUND AND UNDERGROUND UTILITIES TO BE REMOVED OR RELOCATED.
- CONTRACTOR IS RESPONSIBLE FOR ALL SITE DEMOLITION AND MATERIAL REMOVAL. IN ADDITION TO THE DEMOLITION SHOW, THE CONTRACTOR SHALL REMOVE ALL MISCELLANEOUS TRASH, DEBRIS, FENCING ETC., IN ORDER TO PROVIDE A CLEAN CONSTRUCTION SITE.
- CONTRACTOR IS RESPONSIBLE FOR DISPOSING OF ALL DEMOLITION MATERIAL OFF SITE. DISPOSAL METHODS AND LOCATIONS SHALL BE IN ACCORDANCE WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL REQUIREMENTS.
- REMOVAL OF ALL CONSTRUCTION DEBRIS, LIMEROCK, EXCESS OF BUILDERS SAND, CONCRETE AND MORTAR DEBRIS, EXISTING WEEDS AND GRASSES, AND ALL FOREIGN MATERIALS IN THE PLANTING BED AND SOD AREAS IS THE RESPONSIBILITY OF THE SITE WORK CONTRACTOR. SOIL IN AREAS TO BE LANDSCAPED SHALL BE UNCOMPACTED, SUITABLE FOR ROOT GROWTH WITH APPROPRIATE AMOUNTS OF ORGANIC MATTER, AND OF PH RANGE OF 5.5 - 6.5.
- ALL OFF SITE TREES SHALL REMAIN UNLESS OTHERWISE NOTED.
- PRIOR TO CONSTRUCTION THE CONTRACTOR SHALL DESIGNATE A TEMPORARY CONSTRUCTION ENTRANCE AND STOCKPILE AREA.
- EXISTING SIGNS SHALL BE REMOVED AND STORED DURING DEMOLITION SO THAT THEY CAN BE REINSTALLED DURING CONSTRUCTION.

**GENERAL NOTES:**

- ALL SIGNAGE TO BE INSTALLED SHALL CONFORM TO MUTCD REQUIREMENTS, 2009 VERSION W/ REV. NO. 1&2, INCORPORATED 2012.
- ALL PAVEMENT MARKING SHALL CONFORM TO FDOT STD. INDEX 711-001
- ALL SIGNAGE SHALL CONFORM TO MUTCD STANDARDS
- ALL DETECTABLE WARNING AND CURB RAMPS SHALL BE PER FDOT STD. INDEX 522-002
- DIRECTIONAL INDICATOR SHALL BE PER FDOT STD. INDEX 0528-001

**STANDARD ABBREVIATIONS**

ACPW	ALACHUA COUNTY PUBLIC WORKS	MAINT	MAINTENANCE
ADJ	ADJACENT	MAX	MAXIMUM
ALUM	ALUMINUM	MES	MITERED END SECTION
APT	APARTMENT	MH	MANHOLE
ASPH	ASPHALT	MIN	MINIMUM
BAJ	BORE & JACK	MO	MONTH
BC	BACK OF CURB	MOT	MAINTENANCE OF TRAFFIC
BCCMP	BITUMINOUS COATED CORRUGATED METAL PIPE	N	NORTH
BLDG	BUILDING	N/A	NOT APPLICABLE
BM	BENCHMARK	NE	NORTH EAST
BOP	BEGINNING OF PROFILE	NG	NATURAL GRADE
BSL	BUILDING SETBACK LINE	NIC	NOT IN CONTRACT
C&G	CURB & GUTTER	NO	NUMBER
CI	CURVE ONE	NW	NORTH WEST
CATV	CABLE TELEVISION	OC	ON CENTER
CET	CURB END TAPER	PCPE	PERFORATED CORRUGATED POLYETHYLENE PIPE
CF	CUBIC FEET	PE	PROFESSIONAL ENGINEER
CI	CAST IRON	PL	PROPERTY LINE
CL	CENTER LINE	POLY	POLYETHYLENE
CLF	CHAIN LINK FENCE	PP	POWER POLE
OMP	CORRUGATED METAL PIPE	PRI	PRIMARY
OMPA	CORRUGATED METAL PIPE ARCHED	PSI	POUNDS PER SQUARE INCH
OMU	CONCRETE MASONRY UNIT	PT	PRESSURE TREATED (NON ARSENIC)
CO	CLEAN OUT	PVC	POLYVINYL CHLORIDE
COG	CITY OF GAINESVILLE	PWT	PAVEMENT
COMM	COMMUNICATIONS	R/W	RIGHT OF WAY
CONC	CONCRETE	R1'	ONE FOOT RADIUS
CPE	CORRUGATED POLYETHYLENE PIPE	RI	REACTION BLOCK
CY	CUBIC YARD	RCP	REINFORCED CONCRETE PIPE
DBI	DITCH BOTTOM INLET	REF	REFERENCE
DCBP	DOUBLE CHECK BACKFLOW PREVENTER	RPBFP	REDUCED PRESSURE BACKFLOW PREVENTER
DEG	DEGREES	RT	RIGHT
DHWL	DESIGN HIGH WATER LEVEL	S	SOUTH
DI	DUCTILE IRON	S/W	SIDEWALK
DIA	DIAMETER	SE	SOUTH EAST
DIM	DIMENSION	SEC	SECONDARY
DIP	DUCTILE IRON PIPE	SF	SQUARE FEET
E	EAST	SG	SWITCH GEAR
E/M	EASEMENT	SI	SURFACE INLET
EL	ELEVATION	SJRWMD	ST. JOHNS RIVER WATER MANAGEMENT DISTRICT
ELEC	ELECTRIC	SMF	STORMWATER MANAGEMENT FACILITY
EOP	END OF PROFILE	SFA	SPACE
EP	EDGE OF PAVEMENT	SPT	STANDARD PENETRATION TEST
ERCP	ELLIPITICAL REINFORCED CONCRETE PIPE	SRWMD	SUNWANNEE RIVER WATER MANAGEMENT DISTRICT
EX	EXISTING	SS	SANITARY SEWER
FC	FACE OF CURB	SSL	STAINLESS STEEL
FDC	FIRE DEPARTMENT CONNECTION	ST	STORM SEWER
FDEP	FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION	STA	STATION
FDOT	FLORIDA DEPARTMENT OF TRANSPORTATION	STD	STANDARD
FF	FINISH FLOOR	STL	STEEL
FG	FINISH GRADE	SW	SOUTH WEST
FH	FIRE HYDRANT	SWFWM	SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT
FL	FIRE LINE	SY	SQUARE YARD
FL	FIRE LINE	TBC	TRAFFIC BEARING COVER
FL	FIRE LINE	TBM	TEMPORARY BENCHMARK
FM	FORCE MAIN	TEL	TELEPHONE
FO	FIBER OPTIC	TFMR	TRANSFORMER
FP	FLOOD PLAIN	TV	TELEVISION
FT	FEET	TW	TOP OF WALL
FUT	FUTURE	TYP	TYPICAL
GALV	GALVANIZED	UD	UNDER DRAIN
GRU	GAINESVILLE REGIONAL UTILITIES	UTL	UTILITIES
GV	GATE VALVE	VCP	VITRIFIED CLAY PIPE
HC	HANDICAP	VEH	VEHICLE
HP	HIGH POINT	W	WEST
HR	HOUR	WTH	WITH
INV	INVERT	WM	WATER MAIN
JBPPO	JBRONN PROFESSIONAL GROUP	WS	WATER SERVICE
LF	LINEAR FEET	YR	YEAR
LI	LINE ONE		
LAT	LATITUDE		
LONG	LONGITUDE		
LP	LOW POINT		
LT	LEFT		

**LEGEND**

	EXISTING STORM SEWER LINE
	EXISTING CONTOUR LINE
	EXISTING TREE TO REMAIN
	EXISTING TREE TO BE REMOVED
	PROPOSED CONC PAVEMENT/SIDEWALK
	PROPOSED FINISH SPOT ELEVATION
	EXISTING SPOT ELEVATION
	PROPOSED DIRECTIONAL FLOW ARROW
	PROPOSED TYPE III SILT FENCE PER FDOT INDEX NO. 102
	PROPOSED TREE BARRICADE FENCE
	PROPOSED HANDRAIL
	EXISTING CURB TO BE REMOVED
	EXISTING STRIPING TO BE REMOVED
	EXISTING PAVEMENT TO BE REMOVED
	EXISTING CONCRETE TO BE REMOVED
	PROPOSED PAVEMENT
	4" THICK CONCRETE
	6" THICK CONCRETE
	SAWCUT LINE
	EX STRUCTURE TO BE REMOVED
	GRAVEL FILTER INLET PROTECTION BAG

REVISIONS			
NO.	DATE	DESCRIPTION	DRWN APPR

ENGINEER OF RECORD:	TIMOTHY J. BOEHLEIN, P.E. FLORIDA LICENSE NO. 96416
THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY TIMOTHY J. BOEHLEIN, P.E. ON THE DATE ADJACENT TO THE SEAL.	
PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.	

**JBP Pro**  
CIVIL ENGINEERING | LAND PLANNING  
SURVEYING | CONSTRUCTION SERVICES

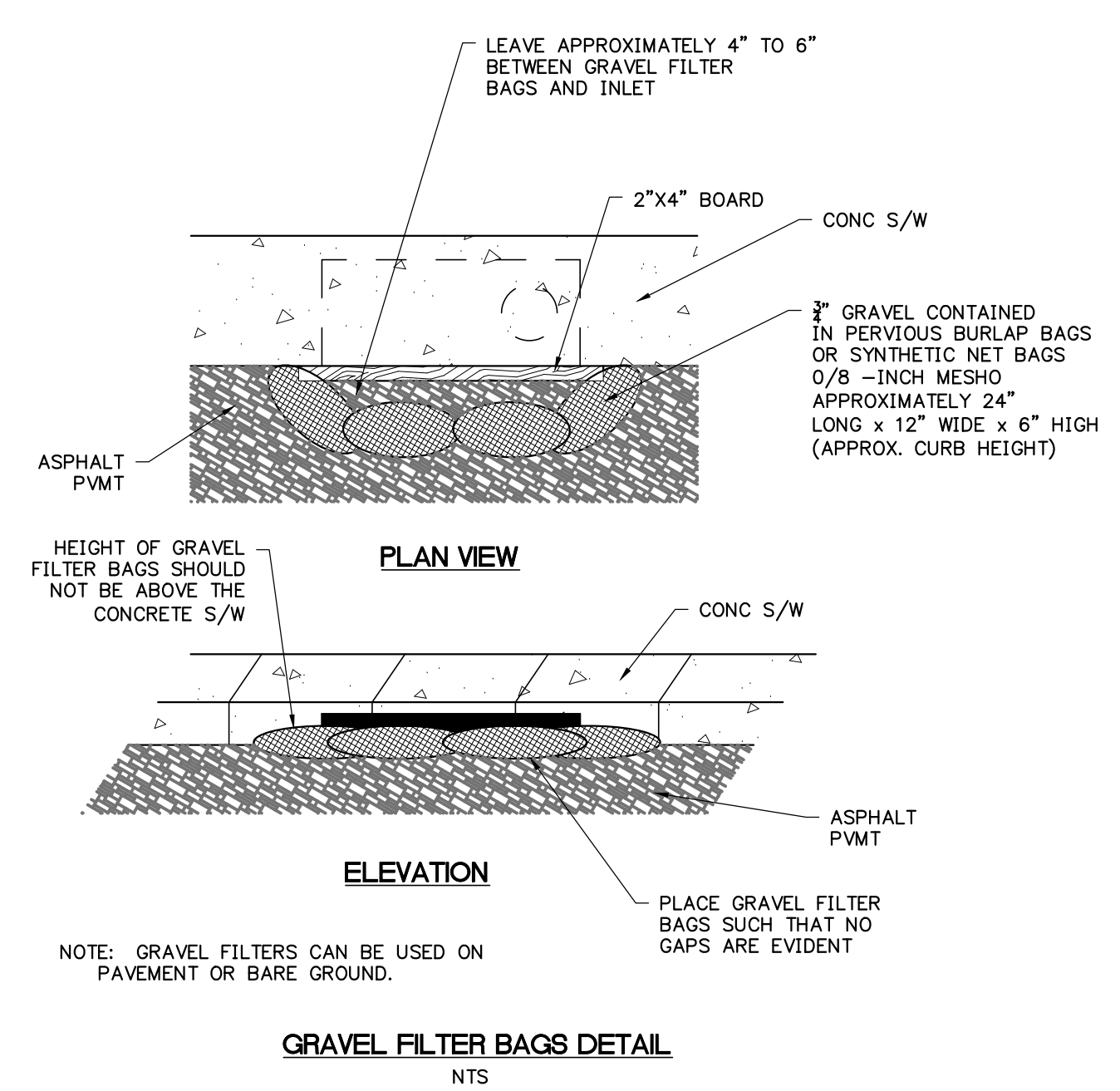
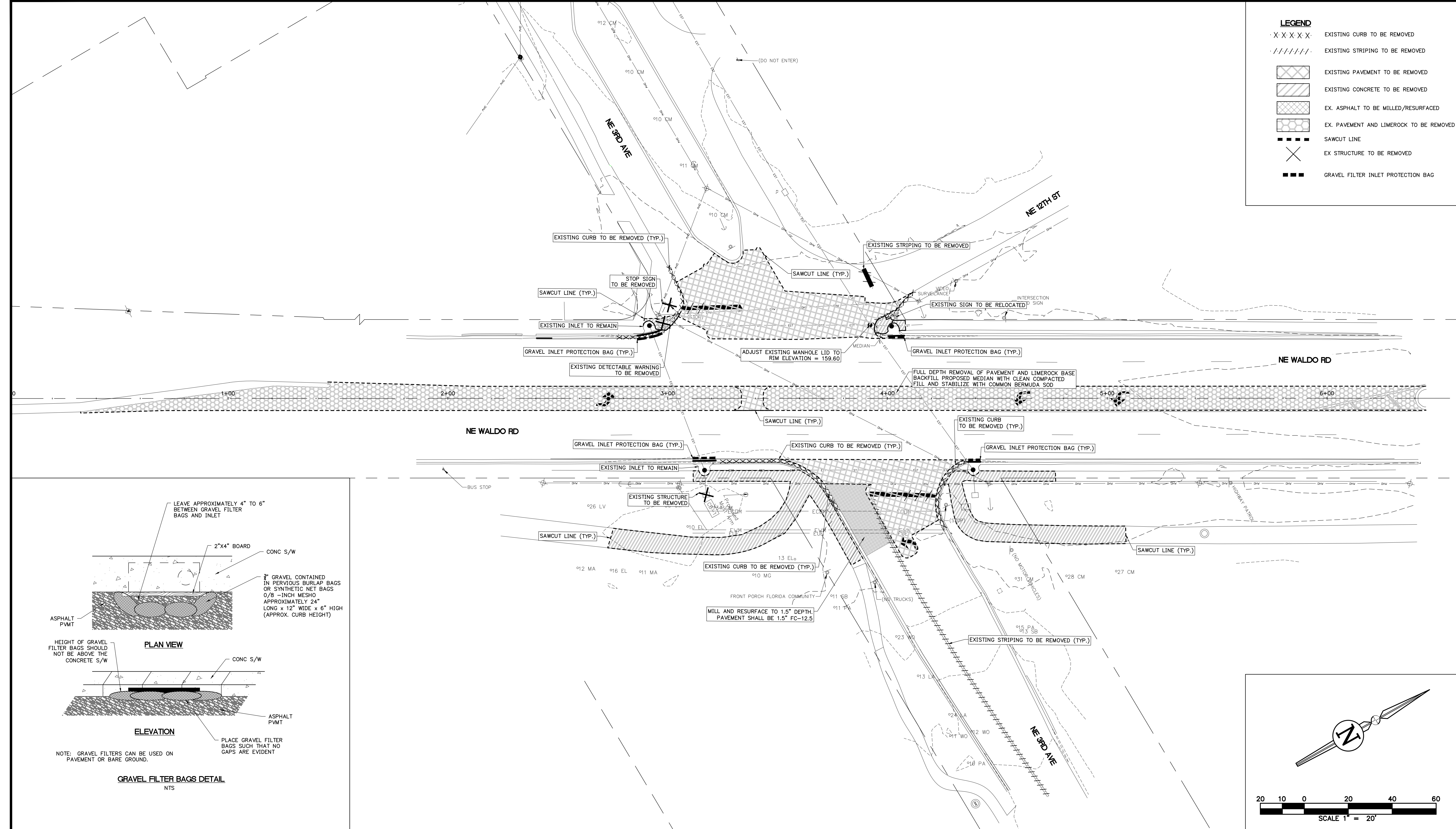
3530 NW 43rd Street | Gainesville, Florida 32606  
4420 US-1 S, Suite 1 | St. Augustine, Florida 32086

Gainesville: (352) 375-8999 | St. Augustine: (904) 789-8999  
Toll Free: (844) Go-JBPro | E-mail: contact@jbpro.com

SHEET TITLE:	<b>LEGEND ABBREVIATIONS AND NOTES</b>		DATE:	<b>JUNE 2024</b>
CITY:	<b>CITY OF GAINESVILLE</b>	PROJECT:	<b>NE WALDO RD &amp; 3RD AVE SAFETY IMPROVEMENTS</b>	
CITY:	<b>PUBLIC WORKS</b>	PROJECT:	<b>057-22-03</b>	SHEET NO:
				<b>C0.1</b>



LEGEND	
X X X X X	EXISTING CURB TO BE REMOVED
///////	EXISTING STRIPING TO BE REMOVED
[Cross-hatch pattern]	EXISTING PAVEMENT TO BE REMOVED
[Diagonal hatch pattern]	EXISTING CONCRETE TO BE REMOVED
[Grid pattern]	EX. ASPHALT TO BE MILLED/RESURFACED
[Dotted pattern]	EX. PAVEMENT AND LIMEROCK TO BE REMOVED
---	SAWCUT LINE
X	EX STRUCTURE TO BE REMOVED
■	GRAVEL FILTER INLET PROTECTION BAG



REVISIONS			
NO.	DATE	DESCRIPTION	DRWN/ APPR

ENGINEER OF RECORD: **TIMOTHY J. BOEHLEIN, P.E.**  
 FLORIDA LICENSE NO. 96416  
 06/28/2024  
 THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY TIMOTHY J. BOEHLEIN, P.E. ON THE DATE ADJACENT TO THE SEAL.  
 PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.


**JBPro**  
 CIVIL ENGINEERING | LAND PLANNING  
 SURVEYING | CONSTRUCTION SERVICES

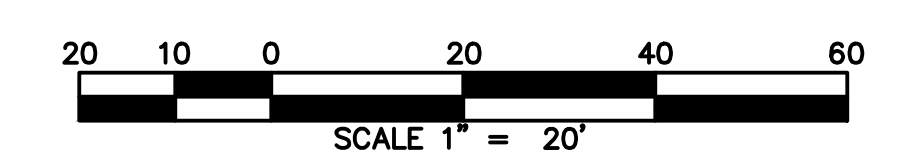
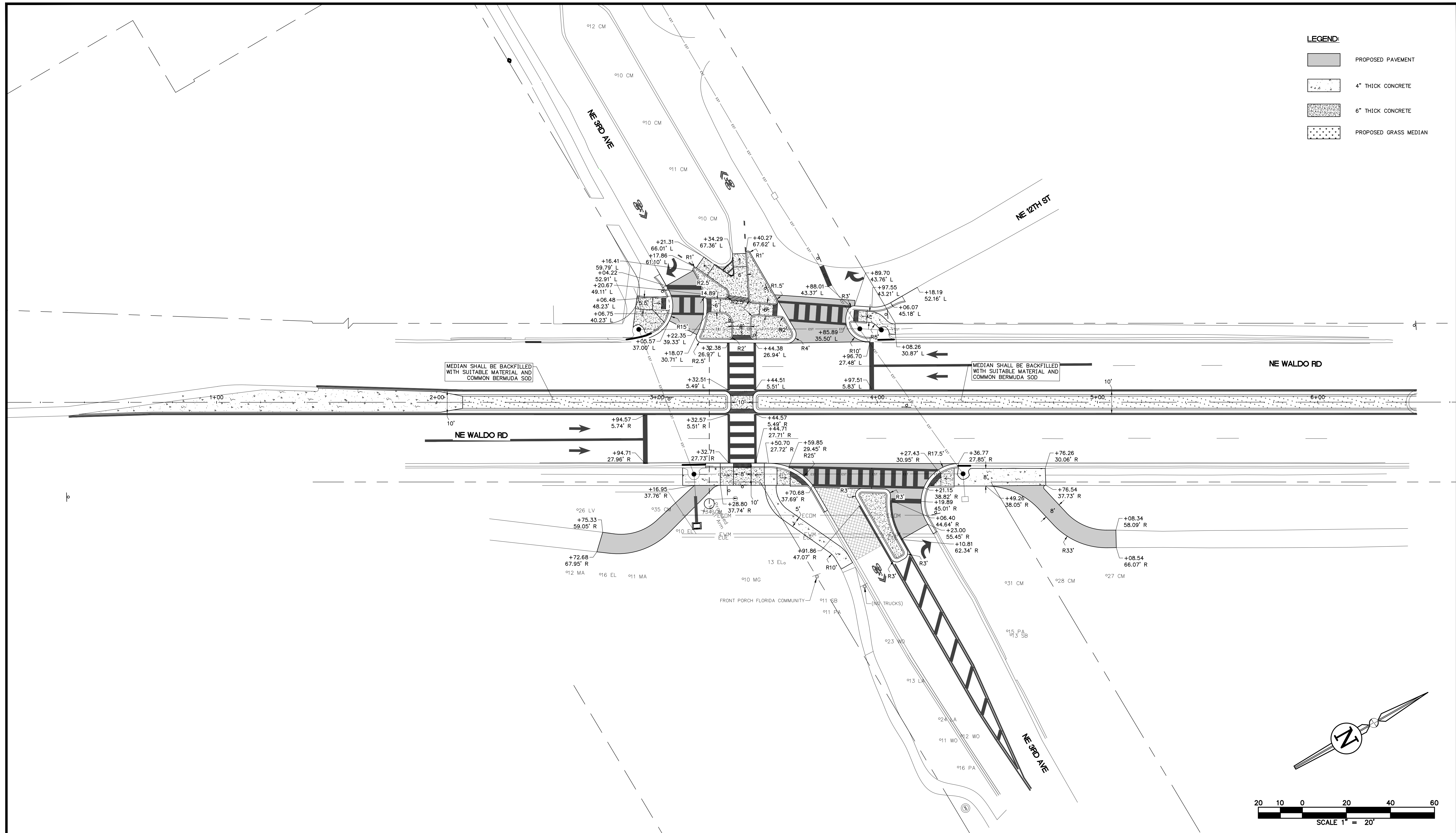
3530 NW 43rd Street | Gainesville, Florida 32606  
 4420 US-1 S, Suite 1 | St. Augustine, Florida 32086  
 Gainesville: (352) 375-8999 | St. Augustine: (904) 789-8999  
 Toll Free: (844) Go-JBPro | E-mail: [contact@jbpro.com](mailto:contact@jbpro.com)

SHEET TITLE: **DEMOLITION PLAN**  
 CLIENT: **CITY OF GAINESVILLE PUBLIC WORKS**  
 PROJECT: **NE WALDO RD & 3RD AVE SAFETY IMPROVEMENTS**  
 DATE: **JUNE 2024**  
 PROJECT NO.: **057-22-03**  
 SHEET NO.: **C1.0**



**LEGEND:**

	PROPOSED PAVEMENT
	4" THICK CONCRETE
	6" THICK CONCRETE
	PROPOSED GRASS MEDIAN

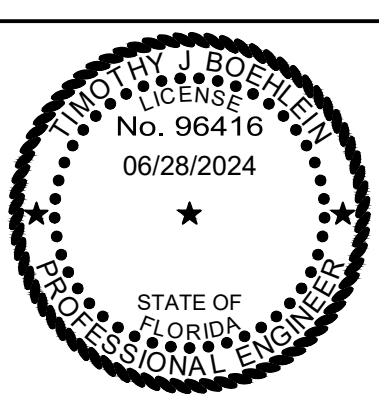


REVISIONS			DRWN	APPR
NO.	DATE	DESCRIPTION		

ENGINEER OF RECORD: **TIMOTHY J. BOEHLEIN, P.E.**  
 FLORIDA LICENSE NO. 96416  
 06/28/2024

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY TIMOTHY J. BOEHLEIN, P.E. ON THE DATE ADJACENT TO THE SEAL.

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.



**JBPro**  
 CIVIL ENGINEERING | LAND PLANNING  
 SURVEYING | CONSTRUCTION SERVICES

3530 NW 43rd Street | Gainesville, Florida 32606  
 4420 US-1 S, Suite 1 | St. Augustine, Florida 32086

Gainesville: (352) 375-8999 | St. Augustine: (904) 789-8999  
 Toll Free: (844) Go-JBPro | E-mail: [contact@jbpro.com](mailto:contact@jbpro.com)

SHEET TITLE: **HORIZONTAL CONTROL PLAN**

CLIENT: **CITY OF GAINESVILLE PUBLIC WORKS**

PROJECT: **NE WALDO RD & 3RD AVE SAFETY IMPROVEMENTS**

DATE: **JUNE 2024**

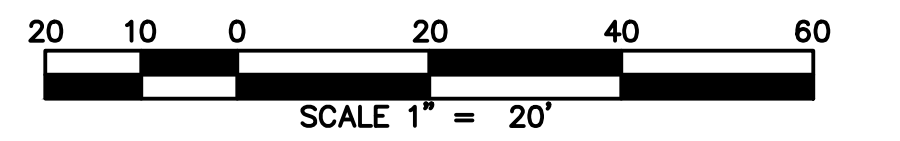
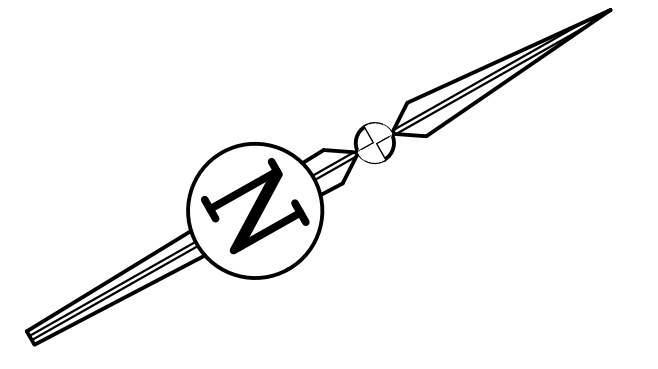
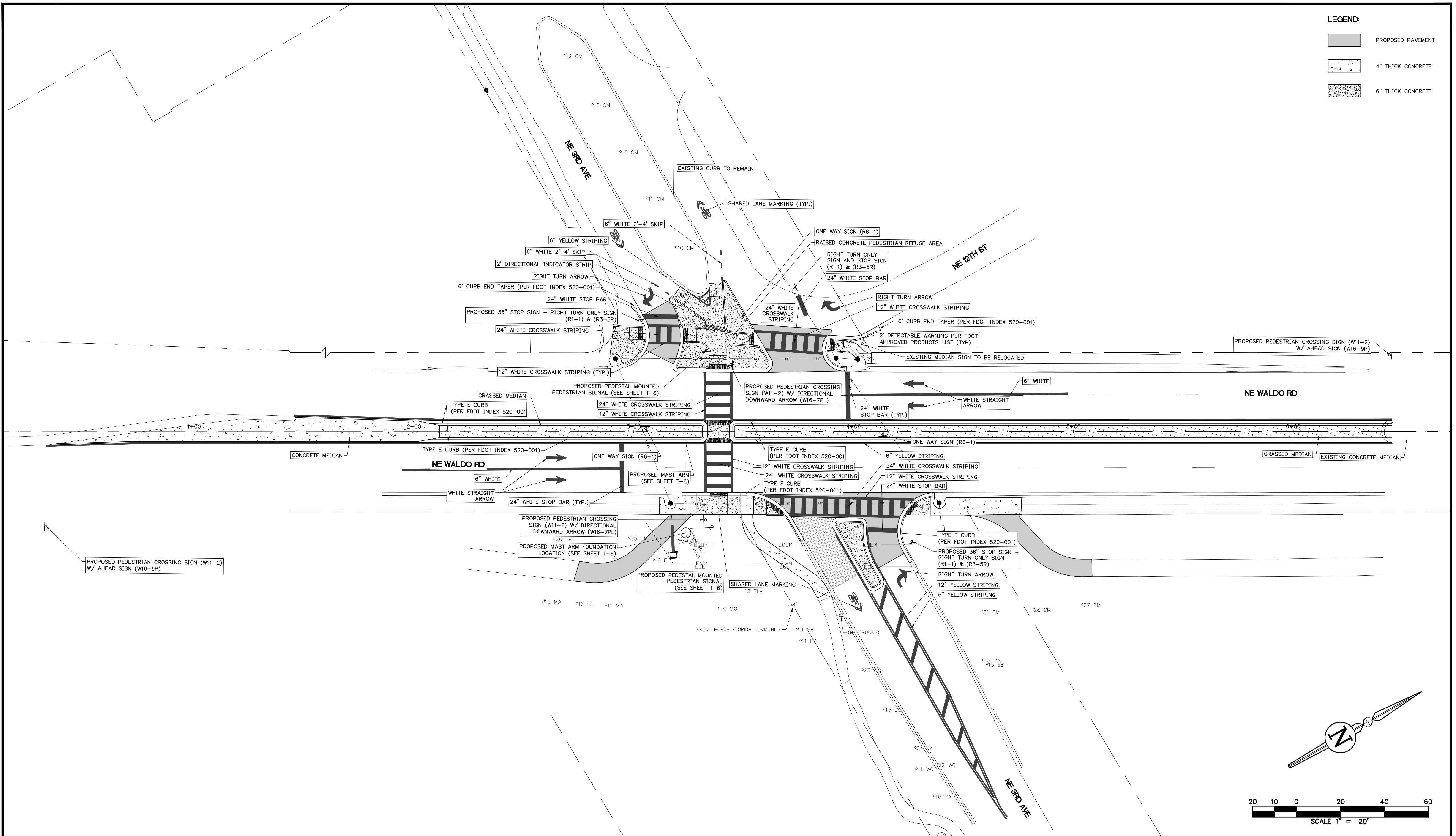
PROJECT NO: **057-22-03**

SHEET NO: **C2.0**



**LEGEND:**

	PROPOSED PAVEMENT
	4" THICK CONCRETE
	6" THICK CONCRETE

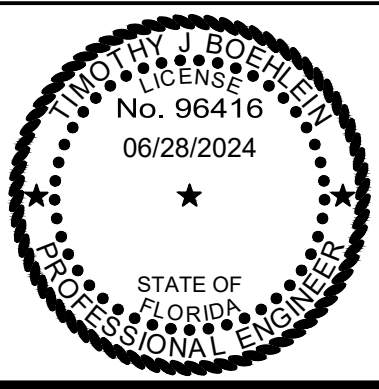


REVISIONS			
NO.	DATE	DESCRIPTION	DRWN/ APPR

ENGINEER OF RECORD: **TIMOTHY J. BOEHLEIN, P.E.**  
 FLORIDA LICENSE NO. 96416  
 06/28/2024

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY TIMOTHY J. BOEHLEIN, P.E. ON THE DATE ADJACENT TO THE SEAL.

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.



**JBPro**  
 CIVIL ENGINEERING | LAND PLANNING  
 SURVEYING | CONSTRUCTION SERVICES

3530 NW 43rd Street | Gainesville, Florida 32606  
 4420 US-1 S, Suite 1 | St. Augustine, Florida 32086

Gainesville: (352) 375-8999 | St. Augustine: (904) 789-8999  
 Toll Free: (844) Go-JBPro | E-mail: [contact@jbpro.com](mailto:contact@jbpro.com)

SHEET TITLE: **STRIPING AND SIGNAGE PLAN**

CLIENT: **CITY OF GAINESVILLE PUBLIC WORKS**

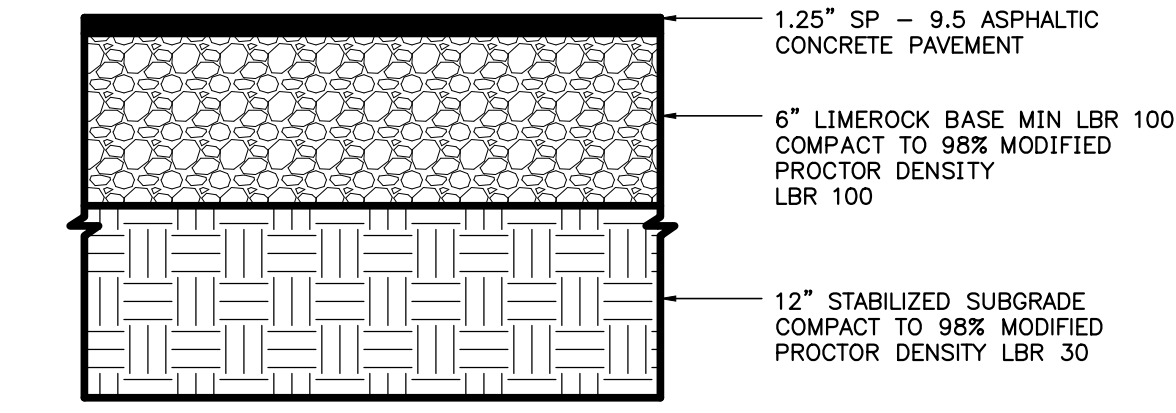
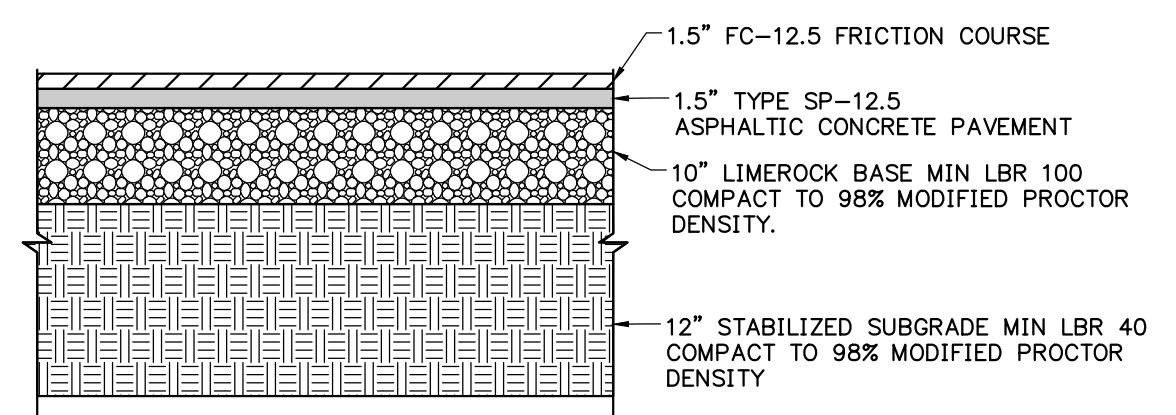
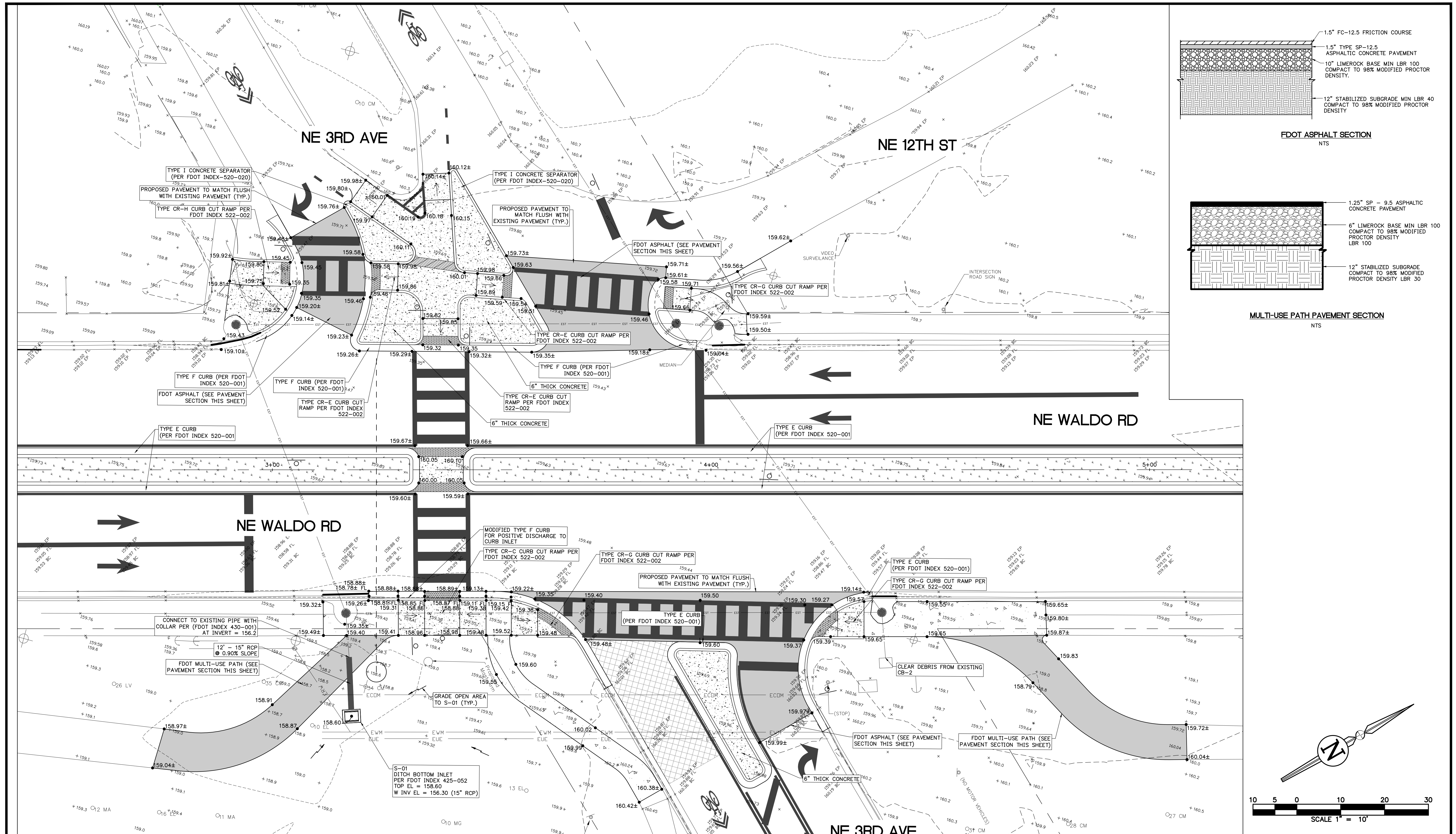
PROJECT: **NE WALDO RD & 3RD AVE SAFETY IMPROVEMENTS**

DATE: **JUNE 2024**

PROJECT NO.: **057-22-03**

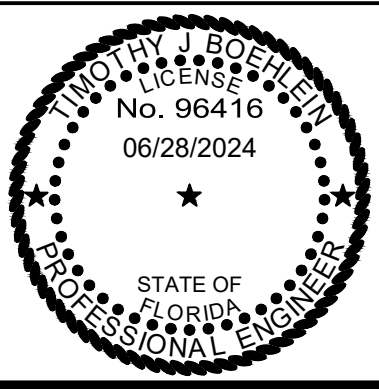
SHEET NO.: **C2.1**





REVISIONS			DRWN	APPR
NO.	DATE	DESCRIPTION		

ENGINEER OF RECORD: **TIMOTHY J. BOEHLIN, P.E.**  
 FLORIDA LICENSE NO. 96416  
 THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY TIMOTHY J. BOEHLIN, P.E. ON THE DATE ADJACENT TO THE SEAL.  
 PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.



**JBPro**  
 CIVIL ENGINEERING | LAND PLANNING  
 SURVEYING | CONSTRUCTION SERVICES

3530 NW 43rd Street | Gainesville, Florida 32606  
 4420 US-1 S, Suite 1 | St. Augustine, Florida 32086  
 Gainesville: (352) 375-8999 | St. Augustine: (904) 789-8999  
 Toll Free: (844) Go-JBPro | E-mail: [contact@jbpro.com](mailto:contact@jbpro.com)

SHEET TITLE: **PAVING GRADING AND DRAINAGE PLAN**  
 CLIENT: **CITY OF GAINESVILLE PUBLIC WORKS**

DATE: **JUNE 2024**  
 PROJECT NO: **057-22-03**  
 SHEET NO: **C3.0**

PROJECT: **NE WALDO RD & 3RD AVE SAFETY IMPROVEMENTS**





# Metropolitan Transportation Planning Organization

## For the Gainesville and Alachua County Area

January 27, 2025

### MEETING MEMORANDUM

To: Metropolitan Transportation  
Planning Organization Board

From: Brad Thoburn

Subject: **Transit Asset Management Plan (City of Gainesville)**

#### STAFF RECOMMENDATION

Accept the Gainesville Regional Transportation System's annual update of their Transit Asset Management Plan Performance Targets and Condition Assessments.

#### BACKGROUND

Per Federal Transit Administration (FTA) regulations every transit agency must develop a Transit Asset Management (TAM) Plan if it owns, operates, or manages capital assets used to provide public transportation and receives federal financial assistance under 49 U.S.C. Chapter 53 as a recipient or sub-recipient.

A TAM Plan outlines the administrative and physical processes involved in the maintenance of transit assets throughout their lifecycle. FTA requires that a TAM Plan be updated at least every four years and have yearly updates available to local planning organizations and state government. RTS' last major TAM Plan update was for FY2022. The next major update will be in FY2026. Attached is a letter transmitting the RTS' FY25 Performance Targets and Inventory Condition Assessments – FY25 Update.

Attachments



# CITY OF GAINESVILLE

## *Transportation Department*

---

January 22, 2025

Metropolitan Transportation Planning Organization  
2009 NW 67th Place  
Gainesville, FL 32653-1603

To Whom It May Concern:

Per Federal Transit Administration (FTA) regulations every transit agency must develop a Transit Asset Management (TAM) Plan if it owns, operates, or manages capital assets used to provide public transportation and receives federal financial assistance under 49 U.S.C. Chapter 53 as a recipient or sub-recipient.

A TAM Plan outlines the administrative and physical processes involved in the maintenance of transit assets throughout their lifecycle. FTA requires that a TAM Plan be updated at least every four years and have yearly updates available to local planning organizations and state government. RTS' last major TAM Plan update was for FY2022. The next major update will be in FY2026.

Under the TAM rule, RTS is responsible for ensuring the following elements are incorporated into its TAM Plan:

1. Asset Inventory Portfolio: An inventory of the number and type of capital assets.
2. Asset Condition Assessment: A condition assessment of those inventoried assets for which RTS has direct ownership and capital responsibility.
3. Decision Support Tools & Management Approach: A description of the analytical processes and decision-support tools that RTS uses to estimate capital investment needs over time.
4. Investment Prioritization: RTS's project based prioritization of investments.
5. A TAM and State of Good Repair (SGR) policy: RTS' policies governing the TAM and SGR practices and procedures.
6. A TAM Plan implementation strategy: An outline of how RTS will initiate and engage its TAM Plan components.
7. A description of key TAM activities that RTS intends to engage in over the TAM Plan horizon period.



## Transit Asset Management Plan, TAMP

### RTS FY2025 Annual Performance Targets



## Transit Asset Management Plan, TAMP

### RTS FY2025 Asset Condition Assessments

<b>RTS Facility Condition Rating Report</b>		
<b>Description</b>	<b>Acquisition Date</b>	<b>Condition</b>
RTS Campus - Bldg E - Bus Wash	2/28/2016	4
RTS Campus - Bldg D - Fueling Station	2/28/2016	4
RTS Campus - Bldg A	2/28/2016	4
RTS Campus - Bldg C - Garage	2/28/2016	4
RTS Campus - Bldg B	2/22/2015	4
RTS Campus - Land	8/11/2013	4
Rosa Parks Downtown Station	9/30/2007	3
Butler Transfer Station (Land+Improvements)	11/17/2015	4

<b>RTS Non-Vehicle Equipment Condition Rating Report</b>		
<b>Description</b>	<b>Acquisition Date</b>	<b>Condition</b>
RTS ADMIN FIXED ROUTE SCHEDULING SOFTWARE	5/29/2017	4
RTS ADMIN - APC SOFTWARE	6/12/2011	4
RTS CAMPUS, BLDG A, B, & PARKING LOT - SECURITY 101 ACCESS CONTROL VIDEO SYSTEM	1/1/2017	4
RTS CAMPUS GARAGE, BLDG C STERTIL-KONI IN-GROUND LIFT	10/1/2014	4
RTS CAMPUS GARAGE, BLDG E STERTIL-KONI PLATFORM LIFT, SKY-250-48, WASH BAY	10/1/2014	3
RTS CAMPUS GARAGE, BLDG C STERTIL-KONI PLATFORM LIFT, SKY250-40	10/1/2014	4
RTS CAMPUS GARAGE, BLDG C STERTIL-KONI PLATFORM LIFT, SKY-250-48	10/1/2014	4
CLEVER DEVICES SYSTEM	9/1/2021	5
VOICE ANNUNCIATION SYSTEM	2/17/2019	4
BATTERY ELECTRIC BUS CHARGING STATION	12/31/2022	5
ELECTRIC BOOM LIFT	5/24/2024	5

RTS Vehicle Condition Assessment Report			
Rolling Stock - Buses			
Vehicle #	Description	Model Year	Condition
702	GILLIG 40' LOW FLOOR	2007	3
705	GILLIG 40' LOW FLOOR	2007	3
706	GILLIG 40' LOW FLOOR	2007	3
707	GILLIG 40' LOW FLOOR	2007	3
708	GILLIG 40' LOW FLOOR	2007	3
710	GILLIG 40' LOW FLOOR	2007	3
711	GILLIG 40' LOW FLOOR	2007	3
712	GILLIG 40' LOW FLOOR	2007	3
801	GILLIG LOWFLOOR	2009	3
802	GILLIG LOWFLOOR	2009	3
803	GILLIG LOWFLOOR	2009	3
804	GILLIG LOWFLOOR	2009	3
1001	G27D102N4 GILLIG	2010	3
1002	G27D102N4 GILLIG	2010	3
1003	G27D102N4 GILLIG	2010	3
1004	G27D102N4 GILLIG	2010	3
1005	G27D102N4 GILLIG	2010	3
1006	G27D102N4 GILLIG	2010	3



1007	G27D102N4 GILLIG	2010	3
1008	G27D102N4 GILLIG	2010	3
1009	G27D102N4 GILLIG	2010	3
1010	G27D102N4 GILLIG	2010	3
1011	G27D102N4 GILLIG	2010	3
1012	G27D102N4 GILLIG	2010	3
1013	G27D102N4 GILLIG	2010	3
1014	G27D102N4 GILLIG	2010	3
1015	G27D102N4 GILLIG	2010	3
1016	G27D102N4 GILLIG	2010	3
1017	G27D102N4 GILLIG	2010	3
1101	G27D102N4 GILLIG	2011	3
1102	G27D102N4 GILLIG	2011	3
1103	G27D102N4 GILLIG	2011	3
1104	G27D102N4 GILLIG	2011	3
1105	G27D102N4 GILLIG	2011	3
1106	G27D102N4 GILLIG	2011	3
1200	12 GILLIG HYBRID LF	2012	3
1201	12 GILLIG HYBRID LF	2012	3
1202	12' GILLIG LOWFLOOR	2012	3
1203	12' GILLIG LOWFLOOR	2012	3
1204	12' GILLIG LOWFLOOR	2012	3
1205	12' GILLIG LOWFLOOR	2012	3

1206	12' GILLIG LOWFLOOR	2012	3
1207	12' GILLIG LOWFLOOR	2012	3
1300	13 GILLIG HYBRID LF	2013	3
1301	13 GILLIG HYBRID LF	2013	3
1302	13 GILLIG HYBRID LF	2013	3
1401	2014 LOWFLOOR GILLIG	2014	3
1402	2014 LOWFLOOR GILLIG	2014	3
1403	2014 LOWFLOOR GILLIG	2014	3
1501	2015 LOWFLOOR GILLIG	2015	3
1502	2015 LOWFLOOR GILLIG	2015	3
1601	2016 LOWFLOOR GILLIG	2016	3
1602	2016 LOWFLOOR GILLIG	2016	3
1603	2016 LOWFLOOR GILLIG	2016	3
1604	2016 LOWFLOOR GILLIG	2016	3
1605	2016 LOWFLOOR GILLIG	2016	3
1606	2016 LOWFLOOR GILLIG	2016	3
1607	2016 LOWFLOOR GILLIG	2016	3
1801	GILLIG LOW FLOOR	2018	4
1802	GILLIG LOW FLOOR	2018	4
1803	GILLIG LOW FLOOR	2018	4
1804	GILLIG LOW FLOOR	2018	4
1805	GILLIG LOW FLOOR	2018	4
1806	GILLIG LOW FLOOR	2018	4

1807	GILLIG LOW FLOOR	2018	4
1808	GILLIG LOW FLOOR	2018	4
1809	GILLIG LOW FLOOR	2018	4
1810	GILLIG LOW FLOOR	2018	4
1811	GILLIG LOW FLOOR	2018	4
1901	GILLIG LOW FLOOR	2019	4
1902	GILLIG LOW FLOOR	2019	4
1903	GILLIG LOW FLOOR	2019	4
2001	GILLIG ELECTRIC LF	2020	4
2002	GILLIG ELECTRIC LF	2020	4
2003	GILLIG ELECTRIC LF	2020	4
2004	GILLIG LOW FLOOR	2020	5
2005	GILLIG LOW FLOOR	2020	5
2101	GILLIG LOW FLOOR	2021	5
2102	GILLIG LOW FLOOR	2021	5
2103	GILLIG LOW FLOOR	2021	5
2104	GILLIG LOW FLOOR	2021	5
2105	GILLIG LOW FLOOR	2021	5
2106	GILLIG LOW FLOOR	2021	5
2107	GILLIG LOW FLOOR	2021	5
2108	GILLIG LOW FLOOR	2021	5
2109	GILLIG LOW FLOOR	2021	5
2110	GILLIG LOW FLOOR	2021	5
2111	GILLIG LOW FLOOR	2021	5
2112	GILLIG LOW FLOOR	2021	5

2113	GILLIG LOW FLOOR	2021	5
2114	GILLIG LOW FLOOR	2021	5
2201	GILLIG ELECTRIC LF	2022	5
2301	GILLIG LOW FLOOR	2023	5
2302	GILLIG LOW FLOOR	2023	5
2303	GILLIG LOW FLOOR	2023	5
2304	GILLIG LOW FLOOR	2023	5
2305	GILLIG LOW FLOOR	2023	5
2306	GILLIG LOW FLOOR	2023	5
2307	GILLIG LOW FLOOR	2023	5
2308	GILLIG LOW FLOOR	2023	5
2401	GILLIG LOW FLOOR	2024	5
2402	GILLIG LOW FLOOR	2024	5
2403	GILLIG LOW FLOOR	2024	5
2404	GILLIG LOW FLOOR	2024	5
2405	GILLIG LOW FLOOR	2024	5
2406	GILLIG LOW FLOOR	2024	5
2407	GILLIG LOW FLOOR	2024	5
2408	GILLIG LOW FLOOR	2024	5
2409	GILLIG LOW FLOOR	2024	5
2410	GILLIG LOW FLOOR	2024	5
2411	GILLIG LOW FLOOR	2024	5

2412	GILLIG LOW FLOOR	2024	5
2413	GILLIG LOW FLOOR	2024	5
2414	GILLIG LOW FLOOR	2024	5
2415	GILLIG LOW FLOOR	2024	5
2416	GILLIG LOW FLOOR	2024	5
2417	GILLIG LOW FLOOR	2024	5
2418	GILLIG LOW FLOOR	2024	5
<b>Cutaways</b>			
<b>Vehicle #</b>	<b>Description</b>	<b>Model Year</b>	
3990	CHEVROLET CHAMPION CRUSADER	2015	1
4040	GLAVAL CUTAWAY ADA VAN	2015	2
4041	GLAVAL CUTAWAY ADA VAN	2015	2
4062	GLAVAL CUTAWAY VAN	2016	2
4063	GLAVAL CUTAWAY VAN	2016	2
4064	GLAVAL CUTAWAY VAN	2016	2
4065	GLAVAL CUTAWAY VAN	2016	2
4066	GLAVAL CUTAWAY VAN	2016	3
4069	GLAVAL CUTAWAY VAN	2016	3
4159	GLAVAL CUTAWAY VAN	2016	3
4273	CHAMPION CHALLENGER	2017	3
4399	CHAMPION CHALLENGER	2019	3
4474	CHAMPION CHALLENGER	2019	3
4573	CHAMPION CHALLENGER	2020	4
4682	CHAMPION CHALLENGER	2021	4
4269	CHAMPION CHALLENGER	2017	3

4270	CHAMPION CHALLENGER	2017	3
4271	CHAMPION CHALLENGER	2017	3
4272	CHAMPION CHALLENGER	2017	3
4378	CHAMPION CHALLENGER	2019	3
4379	CHAMPION CHALLENGER	2019	3
4380	CHAMPION CHALLENGER	2019	3
4398	CHAMPION CHALLENGER	2019	3
4444	CHAMPION CHALLENGER	2019	3
4445	CHAMPION CHALLENGER	2019	3
4461	CHAMPION CHALLENGER	2019	3

### Support Vehicles

Vehicle #	Description	Model Year	
2691	FORD/350 SER/TRK	2003	2
3337	FORD F450 TRUCK	2008	3
3351	E350FORD VAN	2008	2
3595	FORD ESCAPE HYBRID	2010	3
3596	FORD FOCUS	2010	2
3597	FORD FOCUS	2010	2
3637	FORD F150 1/2 TON PU	2011	3
3638	FORD F250 3/4 TON PU	2011	3
3647	FORD F450 UTILITYBED	2011	3
3648	FORD FOCUS 4DR SEDAN	2012	2
3712	FORD ESCAPE HYBRID	2012	3
3887	2013 FORD FOCUS	2013	3
4050	2015 FORD FOCUS 4D	2015	3
4051	2015 FORD FOCUS 4D	2015	3
4190	2017 FORD FOCUS	2017	3
4208	FORD FOCUS SE	2017	3

4209	FORD-FOCUS SE	2017	3
4210	FORD FOCUS SE	2017	3
4211	FORD/FOCUS SE	2017	3
4459	FORD FUSION	2019	4
4460	FORD FUSION	2019	4
4621	TOYOTA COROLLA	2021	4
4623	TOYOTA CAMRY	2021	4
4686	FORD F-250 TRUCK	2022	3
4774	TOYOTA CAMRY	2023	5
4775	TOYOTA CAMRY	2023	5
4776	TOYOTA CAMRY	2023	5
4793	TOYOTA HIGHLANDER	2023	5
4800	TOYOTA CAMRY HYBRID	2024	5
4802	TOYOTA CAMRY HYBRID	2024	5
4820	TOYOTA RAV4 HYBRID	2024	5
4822	TOYOTA RAV4 HYBRID	2024	5
4821	TOYOTA RAV4 HYBRID	2024	5
4857	TOYOTA RAV4 HYBRID	2024	5

**Accountable Executive:**

Jesus Gomez, Transit Director
-------------------------------

**Approval Signature and Date**

---

**Performance Targets And Measures**

Asset Category - Performance Measure	Asset Class	2025 Target
<b>REVENUE VEHICLES</b>		
Age - % of revenue vehicles within a particular asset class that have met or exceeded their Useful Life Benchmark (ULB)	BU - Bus	27.97%
	CU - Cutaway Bus	84.62%
<b>EQUIPMENT</b>		
Age - % of vehicles that have met or exceeded their Useful Life Benchmark (ULB)	Non-Revenue/ Service Automobile	38.89%
	Trucks & Other Rubber Tire Vehicles	75%
<b>FACILITIES</b>		
Condition - % of facilities with a condition rating below 3.0 on the FTA Transit Economic Requirements Model (TERM) scale	Administration	0%
	Maintenance	0%
	Passenger Facilities	0%

**Accountable Executive:**

Jesus Gomez, Transit Director
-------------------------------

**Approval Signature and Date**

---



8. A summary or list of the resources, including personnel that RTS needs in order to develop and carry out the TAM Plan.
9. An outline of how RTS will monitor, update and evaluate, as needed, its TAM Plan and related business practices, to ensure the continuous improvement of its TAM practices.

Under RTS' TAM Plan, there are two specific elements that are updated annually each September, require Accountable Executive approval, and must be made available to local planning organizations and state government:

- **Performance Targets:** A percentage based on the number of revenue vehicles within a particular asset class that have met their useful life.
- **Condition Assessments:** An assessment of each capital asset based on the following rating scale:

Score	Rating	Description
5	Excellent	New, original, could not be improved upon.
4	Good	May show signs of use, but otherwise close to excellent.
3	Fair	Shows definite signs of use, but no repairs are needed.
2	Poor	In use but minor repairs will make more serviceable
1	-	Major Repairs needed to bring to SGR; usable condition.

Please don't hesitate to contact me if there are any questions.

Sincerely,



Jesus Gomez  
Transportation Director

Enclosures:  
TAM RTS FY25 Performance Targets  
Inventory Condition Assessments – FY25 Update



# Metropolitan Transportation Planning Organization

For the Gainesville Urbanized Area

January 27, 2025

## MEETING MEMORANDUM

To: Metropolitan Transportation  
Planning Organization Board

---

From: Brad Thoburn

---

Subject: **Draft List of Priority Projects for Fiscal Years 2026-27 to 2030-31**

### STAFF RECOMMENDATION

**Recommend that the Metropolitan Transportation Planning Organization approve the draft Fiscal Years 2026-27 to 2030-31 List of Priority Projects.**

### BACKGROUND

Each year, the Metropolitan Transportation Planning Organization provides recommendations for prioritizing transportation projects with needs that are not currently funded (or fully-funded). This information is used by the Florida Department of Transportation to develop its Tentative Five-Year Work Program.

The draft List of Priority Projects includes the following tables:

- Table 1 - Transportation System Priorities;
- Table 2 - Transit Priorities;
- Table 3 - Strategic Intermodal System Priorities;
- Table 4 - Multimodal (Bicycle/Pedestrian) Discretionary Priorities; and
- Table 5 - Transportation System Supplemental/Discretionary Priorities.

Attachment

# List of Priority Projects

Fiscal Years 2026-27 to 2030-31

**DRAFT**

January 13, 2025

Metropolitan Transportation  
Planning Organization  
for the  
Gainesville Urbanized Area



# List of Priority Projects

## Fiscal Years 2026-27 to 2030-31

### ENDORSEMENT

This List of Priority Projects has been developed consistent with federal and state requirements and approved/mended on September 16, 2024 by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area  
2009 NW 67th Place  
Gainesville, FL 32653-1603

---

Marihelen Wheeler, Chair

The preparation of this report has been financed in part through grants from the Federal Highway Administration and Federal Transit Administration, United States Department of Transportation, under The State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, United States Code. The contents of this report do not necessarily reflect the official views or policy of the United States Department of Transportation.

Approved by the

Metropolitan Transportation Planning Organization  
for the Gainesville Urbanized Area

2009 NW 67th Place  
Gainesville, Florida 32653  
[www.ncfrpc.org/mtpo](http://www.ncfrpc.org/mtpo)  
352.955.2200

With Assistance from:  
North Central Florida Regional Planning Council  
2009 NW 67th Place  
Gainesville, FL 32653  
[www.ncfrpc.org](http://www.ncfrpc.org)

January 13, 2025

## Chapter II: Project Priorities

This chapter includes the project priorities for several funding categories which are described in the tables. These project priority categories include:

- Transportation System Priorities;
- Transit Priorities;
- Strategic Intermodal System Priorities;
- Multimodal [Bicycle/Pedestrian] Discretionary Grant Priorities; and
- Transportation System Supplemental/Discretionary Priorities.

Road construction project priorities identified in the Year 2045 Long-Range Transportation Plan Cost Feasible Plan are addressed in Appendix C. In addition, supplemental long-range transportation planning priorities, transit priorities and safety fund priorities are addressed in Appendix D.

Bicycle/Pedestrian projects are eligible for:

- Federal Transportation Alternatives Program funds;
- Federal Surface Transportation Block Grant Program funds;
- Federal and State Highway Safety funds;
- State Safe Routes to School;
- State Highway System;
- State Shared-Use Network Trail Program funds; and
- Local funds.

Local roadways are eligible for:

- Federal Highway Administration Surface Transportation Block Grant flex funds;
- State County Incentive Grant Program funds, which requires a local fund match;
- State Transportation Regional Incentive Program funds, which requires a local fund match and regionally significant facility criteria; and
- Local funds.

Transit projects are eligible for:

- Federal Transit Administration funds;
- Federal Highway Administration Surface Transportation Block Grant flex funds;
- State funds; and
- Local funds.

Projects regarding regionally significant transportation facilities are eligible for state Transportation Regional Incentive Program funds.

Strategic Intermodal System projects are eligible for federal and state funding in accordance with state legislation.

## A. Transportation System Priorities

**Table 1  
Transportation System Priorities  
Gainesville Metropolitan Area  
Fiscal Years 2026-27 to 2030-31**

Number	Local Funds Available	Funding Source	Project	Location	Description
1			Newberry Road [SR 26]	FM: NW 43 Street TO: NW 38 Terrace	Install Offstreet Bicycle/Pedestrian facilities per modified design
2			Americans with Disabilities Act Modifications	AT: Gainesville Metropolitan Areawide	Modifications to Deficient Sidewalks, Ramps and Transit Stops
3	YES	TAP	NE 27 Avenue	FM: State Road 222 TO: State Road 26	Construct 8-Foot Multiuse Path on North Side of Roadway
4			University Avenue [SR 26]	FM: W 34 Street [SR 121] TO: NW 22 Street	2-Lane Divided with Center Turnlanes with Pedestrian Crossing [Raised Medians Study]
				FM: NW 22 Street TO: NE 31 Street	Upgrade Streetlighting; Widen Sidewalks; Add Protected Bikelanes; Additional Landscaping and Raised Medians; Narrow General Purpose Lanes
5			W 13 Street [U.S. HWY 441]	FM: SW 9 Avenue TO: NW 5 Avenue	More Areas with Medians; Widen Medians Narrower Vehicle Lanes
6	YES		NW 143 Street	FM: Newberry Road [SR 26] TO: NW 39 Avenue [SR 222]	Complete Sidewalk Network
7		SS SR2S SUNTrail TAP	Waldo Road [SR 24]- Williston Road [SR 331]-	AT: NE 3 Avenue	Intersection Modifications
				FM: University Avenue [SR 26] TO: NE 39 Avenue [SR 222] FM: SE 4 Street TO: University Avenue [SR 26]	Provide Bicycle and Pedestrian Safety Enhancements
8	YES		SW 47th Avenue Extension	FM: SW 34 Street TO: Williston Road/SW 27 Street	Extend 2-Lane Facility
9			Archer Road [SR 24]	FM: SW 34 Street [SR 121] TO: SW 16 Avenue [SR 226]	Add Midblock Pedestrian-Actuated Crossings and evaluation of Existing Traffic Signals for Pedestrian Safety

**Table 1 (Continued)**  
**Transportation System Priorities**  
**Gainesville Metropolitan Area**  
**Fiscal Years 2026-27 to 2030-31**

Number	Local Funds Available	Funding Source	Project	Location	Description
<b>10</b>			Archer Road [SR 24]	FM: SW 122 Street TO: SW 91 Street	Construct 4-Lane Divided Facility with Paved Shoulders/Bicycle Lanes
				FM: SW 91 Street TO: SW 75 Street	Reconstruct 4-Lane Divided Facility to Accommodate Dedicated Transit in the Median per Mobility Plan*

\* Does not include local funding for right-of-way and dedicated transit lane construction

ADA = Americans with Disabilities Act of 1990; AADT = Average Annual Daily Traffic; E = East; FM = From; HWY = Highway; NW = Northwest; RTS = Regional Transit System; SR2S = Safe Routes to School; SUNTrail = Shared-Use Network Trail; SR = State Road; SS = Surface Transportation Block Grant Safety Program Funds; SW = Southwest; TDP = Transit Development Plan; TAP = Transportation Alternatives Program; UF = University of Florida; U.S. = United States; W = West

## B. Transit Priorities

**Table 2**  
**Transit Priorities**  
**Gainesville Metropolitan Area**  
**Fiscal Years 2026-27 to 2030-31**

Number	Project	Location	Description
1	Capital Equipment-purchase of rolling stock	RTS Systemwide	Replace and expand bus fleet as needed to preserve fleet age and support existing and planned service improvement as identified in the RTS ten-year TDP
2	Americans with Disabilities Act Modifications	RTS Systemwide	Implement TDP Financial Plan Americans with Disabilities Act modifications
3	Recurring Facilities Upgrades	RTS Systemwide	Implement TDP Financial Plan to address Federal state-of-good-repair requirements
4	Technology Projects – Recurring	RTS Systemwide	Implement TDP Financial Plan to maintain/upgrade technology
5	RTS Bus Stop Amenities	RTS Systemwide	Purchase and install bus shelters bicycle racks, etc.
6	Capital Infrastructure and Technology Modifications-Queue Jumps; Transit Signal Priority and Technology Projects	RTS Systemwide	<ul style="list-style-type: none"> <li>• Queue Jumps and Transit Signal Priority to facilitate reliable travel times for proposed Bus Rapid Transit-Lite Route as well as University of Florida services and local bus routes</li> <li>• Technology Projects for fare collection, enhancing real time service information, cell phone app based systems to support mobility-on-demand and more robust data collection, and scheduling systems</li> </ul>
7	Transit Route Restoration Plan	RTS Systemwide	Implement Transit Route Restoration Plan recommendations
8	Transit Development Plan	RTS Systemwide	Implement Transit Development Plan recommendations

@ = at; ADA = Americans with Disabilities Act of 1990; I = Interstate PD&E = Project Design and Environment Study; RTS = Regional Transit System; SIB = State Infrastructure Bank; SR = State Road; TDP = Transit Development Plan; UF = University of Florida; US = United States  
MTPO = Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area



## C. Strategic Intermodal System Priorities

**Table 3**  
**Strategic Intermodal System Priorities**  
**Gainesville Metropolitan Area**  
**Fiscal Years 2026-27 to 2030-31**

Number	Project	Location	Description
<b>Interstate / Interchange Facilities</b>			
<b>1</b>	Interstate 75	FM: South of County Road 234 TO: South of Williston Road [SR 121]	Add Lanes and Reconstruct for a 10-Lane Facility
<b>2<sup>^</sup></b>	Interstate 75	FM: South of Williston Road [SR 121] TO: north of NW 39 Avenue [SR 222]	Add Lanes and Reconstruct for an 8-Lane Facility
<b>3<sup>`</sup></b>	Interstate 75	AT: Williston Road [SR 121]	Interchange Modification - Add Lanes
<b>Non-Interstate Facilities</b>			
<b>1</b>	State Road 26	FM: Gilchrist Countyline TO: County Road 26A East of Newberry	Add Lanes and Reconstruct for a 4-Lane Facility

<sup>^</sup>Project, Development and Environment Study and Right-of-Way funding programmed

<sup>`</sup>Right-of-Way funding programmed

\* Right-of-Way and Construction funding programmed

@ = at; ADA = Americans with Disabilities Act of 1990; I = Interstate PD&E = Project Design and Environment Study;  
MTPO = Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area; RTS = Regional Transit System;  
SIB = State Infrastructure Bank; SR = State Road; TDP = Transit Development Plan; UF = University of Florida; US = United States

## D. Multimodal [Bicycle/Pedestrian] Discretionary Grant Priorities

**Table 4**  
**Multimodal [Bicycle/Pedestrian] Discretionary Grant Priorities**  
**Gainesville Metropolitan Area**  
**Fiscal Years 2026-27 to 2030-31**

Number	Local Funds Available	Funding Source	Project	Location	Description
1		TAP	Americans with Disabilities Act Modifications	AT: Gainesville Metropolitan Areawide	Modifications to Deficient Sidewalks, Ramps and Transit Stops
2		TAP	W University Avenue [SR 26]	FM: Gale Lemerand Drive TO: W 13 Street [US 441]	Construct Multiuse Path
3		TAP	SW 13 Street [U.S. HWY 441]	AT: Archer Road [SR 24]	Removal of Sliplanes
				FM: Depot Avenue Trail TO: W University Avenue	Construct Offstreet Multiuse Path h
4	YES	TAP	NE 27 Avenue	FM: State Road 222 TO: State Road 26	Construct 8-Foot Multiuse Path on North Side of Roadway
5	YES	TAP	NW 143 Street	FM: Newberry Road [SR 26] TO: NW 39 Avenue [SR 222]	Complete Sidewalk Network
6		SR2S TAP	Glen Springs Braid	FM: Gainesville High School TO: NW 34 Street [SR 121]	Construct Multiuse Path
7	YES	SR2S TAP	NW 23 Avenue	FM: NW 88 Street TO: Interstate 75 Bridge	Construct sidewalk to Fill Sidewalk Gap on South Side
8		TAP	SW 35 Place	FM: SW 32 Terrace TO: SW 23 Terrace	Construct Sidewalk
9		TAP	NW 6 Street Rail/Trail Extension	FM: NW 16 Avenue TO: NW 39 Avenue [SR 222]	Extend the Multiuse Path North to NW 39 Avenue
10		SR2S TAP	SE 43 Street	FM: Hawthorne Road TO: University Avenue	Pedestrian Modifications

@ = at; ADA = Americans with Disabilities Act of 1990; I = Interstate; PD&E = Project Design and Environment Study; MTPO = Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area; RTS = Regional Transit System; SR2S = Safe Routes to School; SUNTrail = Shared-Use Network Trail; SIB = State Infrastructure Bank; SR = State Road; TDP = Transit Development Plan; TAP = Transportation Alternatives Program; UF = University of Florida; US = United States

## E. Transportation System Supplemental/Discretionary Priorities

**Table 5**  
**Transportation System Supplemental/Discretionary Priorities**  
**Gainesville Metropolitan Area**  
**Fiscal Years 2026-27 to 2030-31**

Number	Local Funds Available	Funding Source	Project	Location	Description
1	YES		NW 98 Street	FM: Newberry Road [SR 26] TO: NW 39 Avenue	New construction 4 lanes/ replace a 2 lane rural section
2			SW 62 Boulevard Corridor	FM: SW 20 Avenue TO: Clark Butler Boulevard	Widen to 4 lanes, with bridge with dedicated transit lanes; median included*
3^			SW 62 Boulevard Corridor	FM: Newberry Road [SR 26] TO: SW 20 Avenue	Widen to 4 lanes, with dedicated transit lanes; median included
4	YES		Ft. Clark Boulevard	FM: Newberry Road [SR 26] TO: NW 23 Avenue	Widen to 4 lanes plus 2 dedicated transit lanes*
5	YES		NW 23 Avenue	FM: NW 83 Street TO: Ft. Clark Boulevard	New construction 4 lanes/ replace a 2 lane rural section, including bridge over I-75 + Transit Pre-emption Provisions
6			NW 34 Street [SR 121]	AT: NW 30 Place	Install left turnlanes at Rock Creek entrance
7			Gainesville-Hawthorne Trail	FM: La Chua Trail Entrance TO: Depot Park	Resurface Trail
8			SW 20 Avenue	FM: SW 61 Street TO: SW 34th Street	New construction 4 lanes/ replace a 2 lane rural section with replacement of current bridge due to deficiency with bridge that spans over SW 38 Terrace and I-75
9*	YES		NW 83 Street	FM: NW 23 Avenue TO: NW 39 Avenue	Widen to 4 lanes/2 dedicated transit lanes
10		TAP	Hull Road	AT: SW 34 Street [SR 121]	Construct Grade-Separated Crossing
11		SR2S	NW 45 Avenue	FM: NW 34 Street TO: NW 24 Boulevard	Construct Multi-Use Path
12		SR2S TAP	Williston Road [SR 331]	FM: Sweetwater Wetlands Park TO: SE 1 Terrace	Construct Multiuse Path along the South Side

**Table 5 (Continued)**  
**Transportation System Supplemental/Discretionary Priorities**  
**Gainesville Metropolitan Area**  
**Fiscal Years 2026-27 to 2030-31**

Number	Local Funds Available	Funding Source	Project	Location	Description
13		SR2S TAP	Glen Springs Braid	FM: Gainesville High School TO: NW 34 Street [SR 121]	Construct Multiuse Path
14		SR2S TAP	NW 6 Street Rail/Trail Extension	FM: NW 16 Avenue TO: NW 39 Avenue [SR 222]	Extend the Multiuse Path North to NW 39 Avenue
15		SR2S TAP	SE 43 Street	FM: Hawthorne Road TO: University Avenue	Pedestrian Modifications
16		SUNTrail TAP	Downtown Connector Rail-Trail Crossing	AT: Williston Road [SR 331]	Construct Grade-Separated Crossing
17		ATIIP	Sweetwater Greenway Multi-Use Trail	FM: Downtown Connector TO: NW 6th Street Trail	Planning and Design for Trail
18			Depot/Waldo Greenway Trail Rehabilitation	FM: SE 7 Street TO: NE 16 Avenue	Rehabilitate Trail Where Widening, Resurfacing and Crossing Improvements Are Needed.

\* Does not include local funding for right-of-way and dedicated transit lane construction

^ 2-Lane Interim Project programmed

@ = at; AADT = Average Annual Daily Traffic; ADA = Americans with Disabilities Act of 1990; ATIIP = Active Transportation Infrastructure Investment Program; E = East; FM = From; HWY = Highway; I = Interstate; MTPO = Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area; NW = Northwest; PD&E = Project Design and Environment Study; RTS = Regional Transit System; SR2S = Safe Routes to School; SUNTrail = Shared-Use Network Trail; SIB = State Infrastructure Bank; SR = State Road; SW = Southwest; TDP = Transit Development Plan; TAP = Transportation Alternatives Program; UF = University of Florida; U.S. = United States; W = West

These priorities are included for the purpose of participating in various state and federal grant program applications.



Use the QR Reader App  
on your smart phone to  
visit our website!



An aerial photograph of Gainesville, Florida, taken at sunset. The sky is filled with dramatic, dark clouds tinged with orange and red from the setting sun. In the foreground, a street with a bicycle lane and a brick building with a white roof are visible. The background shows a large, modern building with many windows. A dark blue rectangular overlay is positioned on the right side of the image, containing white text.

# Gainesville 2050 Long-Range Transportation Plan Metropolitan Transportation Planning Organization (MTPO)

February 3, 2025  
Board Meeting Update



# Work in Progress

- Existing-plus-committed (E+C) multimodal networks development
- **Gainesville-Alachua County Travel Demand Model Development**
  - 2020 Model Calibration- 80% complete
  - 2050 Transportation Analysis Zones Population and Employment Projections Development
    - Population projections data has been distributed for stakeholder review
    - Consultant is working on employment projections- to be distributed in February
- **Goals, objectives, and performance measures** were presented at the January working group meeting. Based on agency coordination, refinements are underway.
- **The Public Participation Plan** is under development to be consistent with the MTPo Public Involvement Plan.
- Agency ongoing plans/needs projects are under review.

Public Involvement Plan

Data Collection

Data Review/Verification

Model Update/Validation

Need Assessment

- Unconstrained
- Constrained

Cost Feasible Plan

# Methodology



**Existing plus committed scenarios will be modeled using the Gainesville-Alachua County travel demand model**

- Using the 2029 Existing-plus-committed network and 2050 TAZ data, this model output will present transportation deficiencies in the region



**GIS analyses will be performed to develop additional multimodal performance measures for each of the following goals**

- Support Economic Vitality
- Improve the Safety and Security of motorized and nonmotorized users
- Accessibility of people and freight
- Protect environment
- Enhance integration and connectivity of transportation systems across different modes
- Promote efficient system management/operations
- Emphasize the preservation of the existing transportation system



# Methodology (continued)



The transportation issues will be identified from the travel demand modeling and public/agency coordination.



Multimodal needs will be developed using objective analysis and by comparing them to the agency pipeline projects.



Multimodal needs will be ranked using the performance measures developed.



Revenue forecasts will be developed in partnership with the Florida Department of Transportation.



Cost-feasible projects will be developed using the prioritized ranking of the projects and available funding mechanisms.



A fiscally constrained plan will be developed.

# Goals, Objectives, & Criteria (DRAFT)

Goal	Objective	Criteria/Performance Measure	Data Source/Needs
<b>1. Support Economic Vitality</b>	Improve mobility in high growth areas	0- 2050 E+C LOS D or better in high growth areas 1- 2050 E+C LOS E or F in high growth areas	Travel Demand Model
	Improve mobility on heavy truck routes	0-2050 E+C LOS D or better on freight roadways 1-2050 E+C LOS E or F on freight roadways	Travel Demand Model
<b>2. Increase Safety and Security for motorized and non-motorized users</b>	Reduce fatal & severe injury crashes	0-not on High Injury Network (HIN) 1-on High Injury Network	HIN network
	Reduce fatal & severe injury crashes involving vulnerable users	0-not on vulnerable user HIN network 1-on vulnerable user HIN network	HIN network
	Maintain mobility on evacuation routes	0-2050 E+C LOS D or better on evacuation route 1-2050 E+C LOS E or F on evacuation route	Travel Demand Model, FL Division of Emergency Mngmt
	Improve safety for vulnerable users	0-Without high micromobility demand 1-With high micromobility demand	Micromobility demand data

# Goals, Objectives, & Criteria (DRAFT)

Goal	Objective	Criteria/Performance Measure	Data Source/Needs
<b>3. Increase accessibility and of people and freight</b>	Improve multimodal access to public transit	0-sidewalk/bike lane w/in ½ mile of transit 1-no sidewalk/bike lane w/in ½ mile of transit	Transit route and stops, Pedestrian and bicycle facility GIS layer
	Improve bicycle and pedestrian infrastructure in transportation disadvantaged areas	0-sidewalk/bike lane in TD area 1-no sidewalk/bike lane in TD area	Pedestrian and bicycle facility GIS layer, Designated transportation disadvantaged areas
	Improve directness of freight hub connection	0-With direct connection to freight hub 1-Without direct connect to freight hub	Freight Hub location
<b>4. Protect environment*</b>	Limit impacts to natural resources like parks and preservation areas	0-Capacity improvement in or near environmentally sensitive area 1-Not in or near environmentally sensitive area or operational improvement	FGDL
	Limit impacts to historic and cultural resources	0-Capacity improvement in or near historic/cultural resources 1-Not in or near historic/cultural resources or operational improvement	FGDL

\* Objectives for project prioritization only

# Goals, Objectives, & Criteria (DRAFT)

Goal	Objective	Criteria/Performance Measure	Data Source/Needs
5. Enhance Integration and connectivity of transportation systems across different modes	Fill gaps in sidewalk network	0-existing sidewalk 1-no existing sidewalk	Pedestrian and bicycle facility GIS layer
	Fill gaps in trail and bike lane network	0-separated/buffered bike lane or path 0.5-existing shoulder or bike lane 1-no existing bike lane or shoulder	Pedestrian and bicycle facility GIS layer
	Improve transit service to major activity centers	0-High level of transit service on major facilities accessing the activity centers 1-Low level of transit service on major facilities accessing the activity centers	Transit route and stops
	Improve transit service in transportation disadvantaged areas	0-High level of transit service in transportation disadvantaged areas 1-Low level of transit service in transportation disadvantaged areas	Transit route and stops
	Improve roadway network connectivity	TBD	

\* Objectives for project prioritization only

# Goals, Objectives, & Criteria (DRAFT)

Goal	Objective	Criteria/Performance Measure	Data Source/Needs
<b>6. Promote efficient system management/operations</b>	Increase use of technological and/or operational strategies*	0-capacity improvement 1-operational improvement	Project definition
	Improve travel time reliability	0-on reliable roadways 1-on unreliable roadways	HERE/Google API
<b>7. Emphasize the preservation of the existing transportation system</b>	Address pavement in poor condition	0-on roads with good pavement condition 1-on roads with poor pavement condition	FDOT for NHS, local data or resurfacing schedule

\* Objectives for project prioritization only

# Public Participation Plan

- **Public Workshop 1:** Goals, objectives, and transportation issues identification (March 2025)
- **Public Workshop 2:** Needs assessment (April 2025)
- **Public Hearing 1:** LRTP Needs Plan Adoption (May 2025)
- **Public Workshop 3:** Cost Feasible Plan (June 2025)
- **Public Hearing 2:** LRTP Cost Feasible Plan Adoption (August 2025)



# Draft Schedule

		2024			2025							
		10	11	12	13	14	15	16	17	18	19	20
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Task	Description											
1	Public Involvement					★	★	★	★	★		★
2	Data Collection/Development					★						
3	Data Verification					★						
4	Model Development/Validation					★						
5	Needs Plan Development (Unconstrained+Constrained)							★				
6	Cost Feasible Plan development										★	
7	Documentation and Model Delivery											
	Working Group Meetings and Coordination		★	★	★	★	★	★		★		
★	Public Workshops/Public Hearings											
★	Working Group Meetings- In-person/virtual											
★	Milestones											





Thank You.





# Metropolitan Transportation Planning Organization

For the Gainesville Urbanized Area

January 27, 2025

## MEETING MEMORANDUM

To: Metropolitan Transportation  
Planning Organization Board

From: Brad Thoburn

Subject: **Transportation Improvement Plan - Emergency Amendment (FDOT) for SW 13<sup>th</sup> Street  
& Archer Road**

### BACKGROUND

An emergency Amendment was executed per the attached letter at the request of the Florida Department of Transportation. The request was to amend its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program to add the SW13th Street and Archer Road project in Fiscal Year 2024-25. For these funds to be expended, the Metropolitan Planning Organization needs to amend its Fiscal Years 2024-2025 to 2028-2029 Transportation Improvement Program to add this project. The project support Goals #2, 3, & 6 of the Long-Range Transportation Plan (LRTP). This amendment was executed per the attached letter.

Attachments



*Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.  
SECRETARY

December 4, 2024

Scott Koons, AICP  
Executive Director  
Gainesville Metropolitan Transportation Planning Organization (TPO)  
2009 NW 67<sup>th</sup> Place  
Gainesville, FL 32653

**Re: FDOT Emergency Amendment request for the Gainesville MTPO Transportation Improvement Program (TIP) for FY 2024/25 – FY 2028/29**

Dear Scott:

The Florida Department of Transportation (FDOT) requests your approval of an Emergency Amendment to the Transportation Improvement Program (TIP) for FY 2024/25 through FY 2028/29 of the Gainesville Metropolitan Transportation Planning Organization (TPO) due to mail server being out of service.

Please include the following projects in the Current TIP:

**435891-3 SR24 (US441) SW 13th/MLK Jr HWY @ SR24 (SW Archer Rd)  
Intersection Improvement – Alachua County \*NON-SIS\***

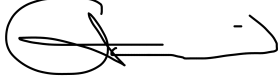
<u>Fund</u>	<u>Phase</u>	<u>FY 2025</u>
ASCU	PE	\$548,699
SA	PE	\$91,450

The amendment is consistent with the guidance in the *FDOT MPO Program Management Handbook* (“*Handbook*”), **Section 4.3.1.6 – Emergency TIP/STIP Amendments.**

The Department is requesting your consideration to approve this amendment to allow these projects to proceed through the letting process. The projects support Goal #2, 3, & 6 of the Long-Range Transportation Plan (LRTP).

If you have any questions about this project or this amendment request, please call me at (904) 360.5514.

Sincerely,



Achaia Brown  
Transportation Planning Manager  
FDOT District 2

cc: Victoria Kutney

Gainesville Metropolitan Transportation Planning Organization (TPO)  
Approval of Amendment to Transportation Improvement Program FY 24/25 – 28/29



---

Scott Koons, AICP  
Executive Director, Gainesville Metropolitan Transportation Planning Organization (TPO)

Date: 12/4/24



*Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.  
SECRETARY

January 9, 2025

Alison Moss, AICP  
Transportation Planning Manager  
Alachua County/Gainesville MTPO  
10 SW 2nd Ave  
Gainesville, FL 32601

**SUBJECT: 2025 Joint Certification Kick-off**

Dear Ms. Moss:

Every year the District and the MTPO must undertake a Standard Joint Certification Review. Instructions on how to complete the certification are available in the Department's Metropolitan Planning Organization Program Management Handbook Chapter 7. The primary purpose of a certification review is to ensure the planning requirements of 23 U.S.C. 134 and 49 U.S.C. 5303 are being satisfactorily implemented.

Part 1 of the Joint Certification package is provided as an attachment and is to be completed by the MTPO. Please provide your draft responses to the District by February 6<sup>th</sup>. Concurrently, Part 2 of the Joint Certification consisting of a financial review will be completed by the District. This will assist us in completing the Risk Assessment process of the certification. Please provide invoices and all back up documentation for contract G2889 invoice #8 and contract G2W78 invoice #1 by January 21<sup>st</sup>. We will be scheduling a meeting with the MTPO for February 12<sup>th</sup> immediately following the TAC Board meeting to review and discuss the responses provided.

Finally, the District will issue recommendations and/or corrective actions (if required), and a final certification statement once all has been completed. Please commence with Part 1 of the Joint Certification package and the collection of supporting documentation for the invoices requested above. Please do not hesitate to reach out with any questions.

Thank you,

A handwritten signature in blue ink, appearing to read "Achaia Brown", is written over a blue circular stamp or seal.

**Achaia Brown**  
Jacksonville Urban Office  
Achaia.Brown@dot.state.fl.us  
904.360.5414

cc: Victoria Kutney  
James Knight, P.E.



[Click Here to Choose MPO Name.](#)

**Calendar Year of Review Period: January 1, 2024, through December 31, 2024.**

[Click to enter the date the review is finalized.](#)

Part 1 is to be completed by the Metropolitan Planning Organization



## Contents

Purpose .....	1
Certification Process .....	2
Part 1 Section 1: MPO Overview .....	4
Part 1 Section 2: Finances and Invoicing .....	6
Part 1 Section 3: Title VI and ADA.....	8
Part 1 Section 4: MPO Procurement and Contract Review and Disadvantaged Business Enterprises .....	10
Part 1 Section 5: Noteworthy Practices & Achievements .....	14
Part 1 Section 6: MPO Comments.....	15

## Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process as described in [23 C.F.R. §450.336](#). The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The certification package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

## Certification Process

Please read and answer each question using the checkboxes to provide a “yes” or “no.” Below each set of checkboxes is a box where an explanation for each answer is to be inserted. The explanation given must be in adequate detail to explain the question.

FDOT's [MPO Joint Certification Statement](#) document must accompany the completed Certification report. Please use the electronic form fields to fill out the document. Once all the appropriate parties sign the MPO Joint Certification Statement, scan it and email it with this completed Certification Document to your District MPO Liaison.

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

## **Part 1**

Part 1 of the Joint Certification is to be completed by the MPO.

## Part 1 Section 1: MPO Overview

1. Does the MPO have up-to-date agreements such as the interlocal agreement that creates the MPO, the intergovernmental coordination and review (ICAR) agreement, and any other applicable agreements? Please list all agreements and dates that need to be readopted. The ICAR Agreement should be reviewed every five years and updated as necessary. Please note that the ICAR Agreement template was updated in 2020.

**Please Check:** Yes  No

PLEASE EXPLAIN

2. Does the MPO coordinate the planning of projects that cross MPO boundaries with the other MPO(s)?

**Please Check:** Yes  No

PLEASE EXPLAIN

3. How does the MPOs planning process consider the 10 Federal Planning Factors ([23 CFR § 450.306](#))?

**Please Check:** Yes  No

PLEASE EXPLAIN

4. How are the transportation plans and programs of the MPO based on a continuing, comprehensive, and cooperative process?

**Please Check:** Yes  No

PLEASE EXPLAIN

5. When was the MPOs Congestion Management Process last updated?

PLEASE EXPLAIN

6. Has the MPO recently reviewed and/or updated its Public Participation Plan (PPP)? If so, when? For guidance on PPPs, see the Federal Highway Administration (FHWA) checklist in the [Partner Library](#) on the MPO Partner Site.

**Please Check:** Yes  No

PLEASE EXPLAIN

7. Was the Public Participation Plan (PPP) made available for public review at least 45 days before adoption?

**Please Check:** Yes  No

PLEASE EXPLAIN



## Part 1 Section 2: Finances and Invoicing

1. How does the MPO ensure that Federal-aid funds are expended in conformity with applicable Federal and State laws, the regulations in 23 C.F.R. and 49 C.F.R., and policies and procedures prescribed by FDOT and the Division Administrator of FHWA?

PLEASE EXPLAIN

2. How often does the MPO submit invoices to the District for review and reimbursement?

PLEASE EXPLAIN

3. Is the MPO, as a standalone entity, a direct recipient of federal funds and in turn, subject to an annual single audit?

**Please Check:** Yes  No

PLEASE EXPLAIN

4. How does the MPO ensure their financial management system complies with the requirements set forth in [2 C.F.R. §200.302?](#)

PLEASE EXPLAIN

5. How does the MPO ensure records of costs incurred under the terms of the FDOT/MPO Agreement are always maintained and readily available upon request by FDOT during the period of the FDOT/MPO Agreement, as well as for five years after final payment is made?

PLEASE EXPLAIN

6. Is supporting documentation submitted, when required, by the MPO to FDOT in detail sufficient for proper monitoring?

PLEASE EXPLAIN

7. How does the MPO comply with, and require its consultants and contractors to comply with applicable Federal law pertaining to the use of Federal-aid funds and applicable State laws?

PLEASE EXPLAIN

8. **Indirect Cost Rates:**

- a. If the MPO uses an indirect cost rate, do they use a federally approved indirect cost rate, state approved indirect cost rate, or the de minimis rate? The de minimis rate recently changed from 10% to 15% of modified total direct costs, which may be used indefinitely by the MPO ([2 C.F.R. 200.414\(f\)](#)). Either de minimis rate is allowable (10% or 15%). Please check one of the indirect cost rate options below:

MPO has a Federally Approved Indirect Cost Rate

MPO has a State Approved Indirect Cost Rate

MPO uses the De Minimis Rate (either the 10% or 15% indirect cost rate)

N/A (The MPO does not use an Indirect Cost Rate)

*In general, only those MPOs that are hosted by agencies that receive direct Federal funding in some form (not necessarily transportation) will have available a Federally approved indirect cost rate. If the MPO has a staffing services agreement or the host agency requires the MPO to pay a monthly fee, the MPO may be reimbursed for indirect costs.*

- b. If the MPO has an existing federal or state approved indirect cost rate, did the MPO submit a Cost Allocation Plan?

PLEASE EXPLAIN

c. If the MPO does not use an indirect cost rate, does it charge all eligible costs as direct costs?

**Please Check:**      Yes  No

## Part 1 Section 3: Title VI and ADA

1. Has the MPO signed an FDOT Title VI/Nondiscrimination Assurance, identified a person responsible for the Title VI/ADA Program, and posted for public view a nondiscrimination policy and complaint filing procedure?"

**Please Check:** Yes  No

PLEASE EXPLAIN
----------------

2. Do the MPO’s contracts and bids include the appropriate language, as shown in the appendices of the [Nondiscrimination Agreement](#) with the State?

**Please Check:** Yes  No

PLEASE EXPLAIN
----------------

3. Does the MPO have a procedure in place for the prompt processing and disposition of Title VI, and does this procedure comply with FDOT’s procedure?

**Please Check:** Yes  No

PLEASE EXPLAIN
----------------

4. Has the MPO participated in any recent Title VI training, either offered by the State, organized by the MPO, or some other form of training, in the past three years?

**Please Check:** Yes  No

PLEASE EXPLAIN

5. Does the MPO collect demographic data to document nondiscrimination in its plans, programs, services, and activities?

**Please Check:** Yes  No

PLEASE EXPLAIN

6. Does the MPO keep on file, for five years, all complaints of ADA noncompliance received, and for five years a record of all complaints in summary form?

**Please Check:** Yes  No

PLEASE EXPLAIN

## Part 1 Section 4: MPO Procurement and Contract Review and Disadvantaged Business Enterprises

1. Is the MPO using a qualifications based selection process that is consistent with [2 C.F.R. 200.320 \(a-c\)](#), [Appendix II to Part 200 - Contract Provision](#), and [23 C.F.R. 172](#), and Florida statute as applicable?

**Please Check:** Yes  No

PLEASE EXPLAIN

2. Does the MPO maintain sufficient records to detail the history of procurement, management, and administration of the contract? These records will include but are not limited to: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price, contract progress reports, and invoices.

Note: this documentation is required by [2 C.F.R. 200.325](#) to be available upon request by the Federal awarding agency, or pass-through entity when deemed necessary.

**Please Check:** Yes  No

PLEASE EXPLAIN

3. Does the MPO have any intergovernmental or inter-agency agreements in place for procurement or use of goods or services?

**Please Check:** Yes  No

PLEASE EXPLAIN

4. What methods or systems does the MPO have in place to maintain oversight to ensure that consultants or contractors are performing work in accordance with the terms, conditions and specifications of their contracts or work orders?

**Please Check:** Yes  No

PLEASE EXPLAIN

5. Does the MPO's contracts include all required federal and state language from the FDOT/MPO Agreement?

**Please Check:** Yes  No

PLEASE EXPLAIN

6. Does the MPO follow the FDOT-approved Disadvantaged Business Enterprise (DBE) plan?

**Please Check:** Yes  No

PLEASE EXPLAIN

7. Is the MPO tracking all commitments and payments for DBE compliance?

**Please Check:** Yes  No

PLEASE EXPLAIN



8. The MPO must be prepared to use the Grant Application Process (GAP) for DBE compliance with the EOC System. Has the MPO staff been trained on the GAP system? If yes, please provide the date of training. If no, please provide the date by when training will be complete.

**Please Check:** Yes  No

PLEASE EXPLAIN
----------------

9. Does the MPO include the DBE policy statement in its contract language for consultants and subconsultants?

**Please Check:** Yes  No

PLEASE EXPLAIN
----------------

10. Are the MPO procurement packages (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contracts free from geographical preferences or bidding restrictions based on the physical location of the bidding firm or where it is domiciled?

**Please Check:** Yes  No  N/A

11. Are the MPO procurement packages (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contracts free of points or award preferences for using DBEs, MBEs, WBEs, SBEs, VBEs or any other business program not approved for use by FHWA or FDOT?

**Please Check:** Yes  No  N/A

12. Please identify all locally required preference programs applied to contract awards by local ordinance or rule that will need to be removed from Federal-Aid solicitations and contract.

- a)  Minority business
- b)  Local business
- c)  Disadvantaged business
- d)  Small business
- e)  Location (physical location in proximity to the jurisdiction)
- f)  Materials purchasing (physical location or supplier)
- g)  Locally adopted wage rates
- h)  Other:

13. Do the MPO's contracts only permit the use of the approved FDOT race-neutral program?

**Please Check: Yes**  **No**  **N/A**

14. Do the MPO's contracts specify the race neutral or 'aspirational' goal of 10.54%?

**Please Check: Yes**  **No**  **N/A**

15. Are the MPO contracts free of sanctions or other compliance remedies for failing to achieve the race-neutral DBE goal?

**Please Check: Yes**  **No**  **N/A**

16. Do the MPO's contracts contain required civil rights clauses, including:

- a. Nondiscrimination in contracting statement (49 CFR 26.13)
- b. Title VI nondiscrimination clauses Appendices A and E (DBE Nondiscrimination Assurance & 49 CFR 21)
- c. FDOT DBE specifications

**Please Check: Yes**  **No**  **N/A**

## Part 1 Section 5: Noteworthy Practices & Achievements

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

PLEASE EXPLAIN

## Part 1 Section 6: MPO Comments

The MPO may use this space to make any additional comments or ask any questions, if they desire. This section is not mandatory, and its use is at the discretion of the MPO.

Insert Comments
-----------------

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

525-010-05c  
POLICY PLANNING  
02/18

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

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

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

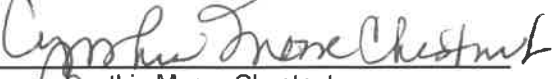
Based on a joint review and evaluation, the Florida Department of Transportation and the Gainesville MTPO recommend that the Metropolitan Planning Process for the Gainesville MTPO be certified.

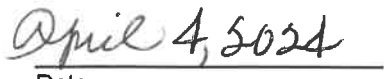
DocuSigned by:  
  
8A93B2A03EC34AA...

04/25/2024 | 4:23 PM EDT

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

Date





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

Date





**Gainesville MTPO**

**Calendar Year of Review Period: January 1, 2023, through December 31, 2023.**

**Click to enter the date the review is finalized.**

Part 1 – Metropolitan Planning Organization



## Contents

Purpose .....	1
Certification Process .....	2
Part 1 Section 1: MPO Overview .....	4
Part 1 Section 2: Finances and Invoicing .....	8
Part 1 Section 3: Title VI and ADA.....	11
Part 1 Section 4: MPO Procurement and Contract Review and Disadvantaged Business Enterprises .....	14
Part 1 Section 5: Noteworthy Practices & Achievements .....	18
Part 1 Section 6: MPO Comments.....	19

## Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process as described in [23 C.F.R. §450.336](#). The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The certification package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

## Certification Process

Please read and answer each question using the checkboxes to provide a “yes” or “no.” Below each set of checkboxes is a box where an explanation for each answer is to be inserted. The explanation given must be in adequate detail to explain the question.

FDOT's [MPO Joint Certification Statement](#) document must accompany the completed Certification report. Please use the electronic form fields to fill out the document. Once all the appropriate parties sign the MPO Joint Certification Statement, scan it and email it with this completed Certification Document to your District MPO Liaison.

Please note that the District shall report the identification of, and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

## Part 1

Part 1 of the Joint Certification is to be completed by the MPO.

## Part 1 Section 1: MPO Overview

1. Does the MPO have up-to-date agreements such as the interlocal agreement that creates the MPO, the intergovernmental coordination and review (ICAR) agreement; and any other applicable agreements? Please list all agreements and dates that they need to be readopted. The ICAR Agreement should be reviewed every five years and updated as necessary. Please note that the ICAR Agreement template was updated in 2020.

**Please Check:** Yes  No

The Interlocal Agreement for Creation of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area dated 5/26/04 needs to be amended in 2024. The Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement dated 1/26/07 was updated on 12/13/22. As a result of Transportation Management Area designation [June 6, 2023 Federal Register] and reapportionment changes, the Metropolitan Planning Area Map and voting membership need to be updated. The Metropolitan Transportation Planning Organization administrative staff services agreement with the North Central Florida Regional Planning Council dated 10/27/16 was renewed on 10/28/21. The Metropolitan Transportation Planning Organization staff services interlocal agreement with the City of Gainesville for the Bicycle/Pedestrian Advisory Board dated 5/22/02 was updated on 5/11/22.

2. Does the MPO coordinate the planning of projects that cross MPO boundaries with the other MPO(s)?

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area coordinates as needed regarding projects crossing jurisdictions with the Ocala-Marion County Transportation Planning Organization. These metropolitan planning organizations have established a regional executive committee for the purpose of coordinating Transportation Regional Incentive Program grant applications and programming. In addition, the Metropolitan Transportation Planning Organization participates in the Florida Metropolitan Planning Organization Advisory Council and utilizes this organization for statewide coordination with other metropolitan planning organizations within Florida.

3. How does the MPOs planning process consider the 10 Federal Planning Factors ([23 CFR § 450.306](#))?

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area planning process provides for consideration of the Bipartisan Infrastructure Law 10 Planning Factors as specified in the Unified Planning Work Program Introduction and (Appendix B); List of Priority Projects Chapter 1 and (Appendix A); and Year 2045 Long-Range Transportation Plan Final Report Workshop 1.

4. How are the transportation plans and programs of the MPO based on a continuing, comprehensive, and cooperative process?

**Please Check:** Yes  No

The transportation plans and programs of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, including the Transportation Improvement Program, Unified Planning Work Program and Long-Range Transportation Plan, are based on a continuing, comprehensive and cooperative process.

It is continuing, as demonstrated by:

congestion management system process implementation with annual traffic count data and analyses with updated documentation needed;

short-range annual transportation improvement programming with interim revisions as needed;

long-range transportation planning being updated on a five-year cycle with interim revisions as needed; and

public involvement planning being updated subsequent to decennial census with interim reviews and revisions as needed.

It is comprehensive, as demonstrated by consistency with transportation plans such as:

Florida Transportation Plan;

Alachua County Comprehensive Plan Transportation Element;

City of Gainesville Comprehensive Plan Transportation Element;

City of Gainesville Regional Transit System Transit Development Plan;

Gainesville/Alachua County Regional Airport Authority Master Plan; and

University of Florida Campus Master Plan.

It is cooperative for the duration of the planning process, as demonstrated in that for the duration of the planning process, the Metropolitan Transportation Planning Organization decisions are determined with the:

advice of its advisory committees and opportunities for input from freight shippers, public transportation providers and users, adjacent local governments, special interest groups and the general public at-large, for the development and revision of its required planning documents; and

coordination with the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation and the Metropolitan Planning Organization Advisory Council, as well as Alachua County, the City of Gainesville and the University of Florida.

5. When was the MPOs Congestion Management Process last updated?



**Please Check:** Yes  No  N/A

The Multimodal Level of Service Report was updated for 2019 traffic data on 3/12/21. Traffic count data for 2020 and 2021 has been analyzed and level of service tables have been developed. In addition, analysis of traffic count data for 2022 has been initiated.

In order to monitor Post-Covid-19 Pandemic transit usage, the Metropolitan Transportation Planning Organization has been receiving transit ridership monitoring reports in its meeting packets. The ridership data from the City of Gainesville Regional Transit System included in the meeting packets also accounts for a fare-free ridership program for kindergarten - Grade 12 students, elderly and persons with disabilities.

The Metropolitan Transportation Planning Organization is participating in the development of the City of Gainesville Regional Transit System Route Restoration Plan.

The Mobility Plan Status Report was updated 1/30/20. The Transit Ridership Monitoring Report was updated 7/11/22.

<http://ncfrpc.org/mtpo/publications/LOS/LOS20RPTGT.pdf>

[http://ncfrpc.org/mtpo/publications/Transit/2022/Transit\\_Ridership\\_Monitoring\\_Report\\_2021a.pdf](http://ncfrpc.org/mtpo/publications/Transit/2022/Transit_Ridership_Monitoring_Report_2021a.pdf)

6. Has the MPO recently reviewed and/or updated its Public Participation Plan (PPPs)? If so, when? For guidance on PPPs, see the Federal Highway Administration (FHWA) checklist in the [Partner Library](#) on the MPO Partner Site.

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area reviewed and approved revisions to its Public Involvement Plan on July 11, 2022.

In 2023, the Metropolitan Transportation Planning Organization received notice with 2020 Census that it would be designated as a Transportation Management Area. Official designation was noticed in the June 6, 2023 edition of the Federal Register.

At its October 2, 2023 meeting, the Metropolitan Transportation Planning Organization approved a Membership Apportionment Plan that recommends expansion to an Alachua Countywide metropolitan planning area map and a 15-member voting membership. These expansions will have data and analysis impact to the public involvement process that will be necessary in the forthcoming Public Involvement Plan update.

Subsequent to approval of the Alachua Countywide metropolitan planning area map and voting membership change by the Office of the Governor of Florida, the Public Involvement Plan will be reviewed and updated to include countywide data and characteristics with policies and procedures compliant with Federal and State requirements.

7. Was the Public Participation Plan made available for public review for at least 45 days before adoption?

**Please Check:** Yes  No

A draft copy of the Public Involvement Plan was made available on the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area website at least 45 days prior to adoption on July 11, 2022. Draft copies were distributed to Alachua County Library District Downtown, Fred Cone, Millhopper and Tower Road branch libraries within the Gainesville Metropolitan Area at least 45 days prior to adoption on July 11, 2022. Legal advertisements were posted on the gainesville.com and alligator.org websites and placed in The Gainesville Sun, The Gainesville Guardian and The Independent Florida Alligator at least 45 days prior to adoption on July 11, 2022.

## Part 1 Section 2: Finances and Invoicing

1. How does the MPO ensure that Federal-aid funds are expended in conformity with applicable Federal and State laws, the regulations in 23 C.F.R. and 49 C.F.R., and policies and procedures prescribed by FDOT and the Division Administrator of FHWA?

To ensure that Federal-aid funds are expended in conformity with applicable Federal and State laws, the regulations in 23 Code of Florida Regulations and 49 Code of Federal Regulations, and policies and procedures prescribed by the Florida Department of Transportation and the Division Administrator of the Federal Highway Administration, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area coordinates with the Federal Highway Administration, Florida Department of Transportation and Metropolitan Planning Organization Advisory Council through its Florida Department of Transportation Liaison and participation on the Florida Metropolitan Planning Partnership. In addition, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area participates in appropriate training workshops and webinars.

2. How often does the MPO submit invoices to the District for review and reimbursement?

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area submits invoices to the District for review and reimbursement on a quarterly basis.

3. Is the MPO, as a standalone entity, a direct recipient of federal funds and in turn, subject to an annual single audit?

Yes, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area is a stand alone entity subject to an annual single audit in fiscal years when the amount of federal funds received meets or exceeds \$750,000

4. How does the MPO ensure their financial management system complies with the requirements set forth in [2 C.F.R. §200.302?](#)

To ensure their financial management system complies with the requirements set forth in 2 Code of Federal Regulations §200.302, the Metropolitan Transportation Planning

Organization for the Gainesville Urbanized Area coordinates with the Florida Department of Transportation and contracts with a certified public accounting firm to conduct an independent financial audit. In addition, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area administrative, financial and program staff participate in appropriate training webinars and workshops to assist in complying with the requirements of 2 Code of Federal Regulations §200.302.

5. How does the MPO ensure records of costs incurred under the terms of the MPO Agreement maintained and readily available upon request by FDOT at all times during the period of the MPO Agreement, and for five years after final payment is made?

To ensure records of costs incurred under the terms of the Metropolitan Planning Organization Agreement are maintained and readily available upon request by Florida Department of Transportation at all times during the period of the Metropolitan Planning Organization Agreement, and for five years after final payment is made, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area maintains these records for five years at its business office located at 2009 NW 67th Place, Gainesville, Florida 32653. In addition, electronic records are maintained offsite in accordance with its Continuity of Operations Plan.

6. Is supporting documentation submitted, when required, by the MPO to FDOT in detail sufficient for proper monitoring?

Yes, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area submitted supporting documentation, when required, to Florida Department of Transportation in detail sufficient for proper monitoring. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area coordinates with the Florida Department of Transportation to ensure sufficient supporting documentation is submitted for proper monitoring.

7. How does the MPO comply with, and require its consultants and contractors to comply with applicable Federal law pertaining to the use of Federal-aid funds and applicable State laws?

To comply with, and require its consultants and contractors to comply with, applicable Federal law pertaining to the use of Federal-aid funds, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area coordinates with the Florida Department of Transportation throughout the transportation planning process, including the Certification process, and includes statements and requires assurances and monitors with its contracts with consultants. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area maintains an agreement for administrative staffing with the North Central Florida Regional Planning Council. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has an Audit Review Committee which provides fiscal oversight.

8. Does the MPO have an existing negotiated indirect cost rate from the Federal government or use the de minimis rate (currently set at 10% of modified total direct costs which may be used indefinitely [\(2 C.F.R. 200.414\(f\)\)](#)?)

*In general, only those MPOs that are hosted by agencies that receive direct Federal funding in some form (not necessarily transportation) will have available a Federally approved indirect cost rate. If the MPO has a staffing services agreement or the host agency requires the MPO to pay a monthly fee, the MPO may be reimbursed for indirect costs.*

Please Check: Indirect Rate  De Minimis Rate  N/A

- a. If the MPO has an existing negotiated indirect cost rate, did the MPO submit a cost allocation plan?

The Metropolitan Transportation Planning Organization only bills direct expenses.

## Part 1 Section 3: Title VI and ADA

1. Has the MPO signed an FDOT Title VI/Nondiscrimination Assurance, identified a person responsible for the Title VI/ADA Program, and posted for public view a nondiscrimination policy and complaint filing procedure?"

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has signed a Florida Department of Transportation Title VI/Nondiscrimination Assurance, identified a person responsible for the Title VI/Americans with Disabilities Act Program [Michael Escalante, Senior Planner], and posted for public view a nondiscrimination policy and complaint filing procedure. The sign-in sheets for Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area meetings include the Non-Discrimination Statement in English and Spanish. In addition, a Non-Discrimination Statement poster is displayed at long-range transportation plan public hearings and workshops.

2. Do the MPO's contracts and bids include the appropriate language, as shown in the appendices of the [Nondiscrimination Agreement](#) with the State?

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area contracts and bids include the appropriate language, as shown in the appendices of the Nondiscrimination Agreement with the State.

3. Does the MPO have a procedure in place for the prompt processing and disposition of Title VI and Title VIII complaints, and does this procedure comply with FDOT's procedure?

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has a procedure in place for the prompt processing and disposition of Title VI and Title VIII complaints that is in compliance with the Florida Department of Transportation procedure. A description of the Metropolitan Transportation Planning Organization non-discrimination complaint process is included in the Public Involvement Plan.



4. Does the MPO collect demographic data to document nondiscrimination and equity in its plans, programs, services, and activities?

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area collects appropriate demographic data to document nondiscrimination and equity in its plans, programs, services and activities. Demographic information is included in the Public Involvement Plan. Demographic information will be updated to 2020 Census data for the Public Involvement Plan and the forthcoming long-range transportation plan update, including socio-economic report and public participation plan.

5. Has the MPO participated in any recent Title VI training, either offered by the State, organized by the MPO, or some other form of training, in the past three years?

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has participated in recent Title VI training, either offered by the State, organized by the Metropolitan Planning Organization, or some other form of training, in the past year. The Metropolitan Transportation Planning Organization participated in several Title VI-related webinars and activities:

1. Federal Highway Administration Webinar: Equity in Roadway Safety Leadership Panel on April 17, 2023;
2. United States Department of Transportation Webinar: Equity in Roadway Safety Webinar Series: Tools to Conduct Equitable Safety Data Analysis on June 14, 2023;
3. Florida Local Technical Assistance Program Center Webinar - Florida Department of Transportation - Americans with Disabilities Act in Design, Construction, and Maintenance on August 31, 2023;
4. United States Department of Transportation Webinar - Equity in Roadway Safety Workshop: Strategies for Meaningful Public Involvement in Roadway Safety Planning on September 20, 2023; and
5. Florida Department of Transportation Webinar - Americans with Disabilities Act in Design, Construction and Maintenance on November 2, 2023;

6. Does the MPO keep on file for five years all complaints of ADA noncompliance received, and for five years a record of all complaints in summary form?

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area would keep all complaints of Americans with Disabilities Act noncompliance on file for one year and a five-year summary of all complaints. There have been no complaints regarding noncompliance with the Americans with Disabilities Act.

## Part 1 Section 4: MPO Procurement and Contract Review and Disadvantaged Business Enterprises

1. Is the MPO using a qualifications based selection process that is consistent with [2 C.F.R. 200.320 \(a-c\)](#), [Appendix II to Part 200 - Contract Provision](#), and [23 C.F.R. 172](#), and Florida statute as applicable?

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area uses a qualifications based selection process that is consistent with 2 Code of Federal Regulations 200.320(a-c), Appendix II to Part 200 - Contract Provision and 23 Code of Federal Regulations, and Florida Statutes as applicable. The qualifications do not include any preferences.

2. Does the MPO maintain sufficient records to detail the history of procurement, management, and administration of the contract? These records will include but are not limited to: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price, contract, progress reports, and invoices.

Note: this documentation is required by [2 C.F.R. 200.325](#) to be available upon request by the Federal awarding agency, or pass-through entity when deemed necessary.

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area maintains sufficient records to detail the history of procurement, management, and administration of contracts, including rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price, contract, progress reports and invoices.

3. Does the MPO have any intergovernmental or inter-agency agreements in place for procurement or use of goods or services?

**Please Check:** Yes  No

N/A

4. What methods or systems does the MPO have in place to maintain oversight to ensure that consultants or contractors are performing work in accordance with the terms, conditions and specifications of their contracts or work orders?

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area maintains oversight of consultants to ensure that work is being performed in accordance with the terms, conditions and specifications of contracts through regularly scheduled monthly progress meetings.

5. Does the MPO's contracts include all required federal and state language from the MPO Agreement?

Please Check: Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area contracts include all required federal and state language from the Metropolitan Planning Organization Joint Participation Agreement with the Florida Department of Transportation.

6. Does the MPO follow the FDOT-approved Disadvantaged Business Enterprise (DBE) plan?

Please Check: Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area includes its Disadvantaged Business Enterprise Utilization policy statement in its Unified Planning Work Program. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area follows the guidelines outlined in the Florida Department of Transportation Disadvantaged Business Enterprise Program Plan. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will participate in any available Disadvantaged Business Enterprise Utilization policy conducted by the Florida Department of Transportation or Federal Highway Administration.

7. Are the MPOs tracking all commitments and payments for DBE compliance?

Please Check: Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area tracks Disadvantaged Business Enterprise participation through the use of the Bid Opportunity List for Professional Consultant Services and Contractual Services form that is included in Long-Range Transportation Plan Update Request for Qualifications. Disadvantaged Business Enterprise participation as well as Bidder Opportunity List information is collected and tracked by the Florida Department of Transportation via the Economic Opportunity Compliance system.

8. The MPO must be prepared to use the Grant Application Process (GAP) to record their professional services contract information starting on July 1, 2022. Has the MPO staff been trained on the GAP system? If yes, please provide the date of training. If no, please provide the date by when training will be complete (Recordings are available on the FDOT Local Programs [webpage](#)).

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff completed GAP system training on February 8, 2024. Attempts for training in the previous year were hampered by staff turnover at the Central Office and District 2.

9. Does the MPO include the DBE policy statement in its contract language for consultants and subconsultants?

**Please Check:** Yes  No

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area includes its Disadvantaged Business Enterprise Policy Statement in its contract language for consultants and subconsultants. Per Florida Department of Transportation Disadvantaged Business Enterprise Program Plan, the Disadvantaged Business Enterprise policy statement is included in Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area contract language for all Florida Department of Transportation-funded projects.

10. Are the MPO procurement packages (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contracts free from geographical preferences or bidding restrictions based on the physical location of the bidding firm or where it is domiciled?

**Please Check:** Yes  No  N/A

11. Are the MPO procurement packages (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contracts free of points or award preferences for using DBEs, MBEs, WBEs, SBEs, VBEs or any other business program not approved for use by FHWA or FDOT?

**Please Check:** Yes  No  N/A

12. Please identify all locally required preference programs applied to contract awards by local ordinance or rule that will need to be removed from Federal-Aid solicitations and contract.

- a)  Minority business
- b)  Local business
- c)  Disadvantaged business
- d)  Small business

- e)  Location (physical location in proximity to the jurisdiction)
- f)  Materials purchasing (physical location or supplier)
- g)  Locally adopted wage rates
- h)  Other: \_\_\_\_\_

13. Do the MPO contracts only permit the use of the approved FDOT race-neutral program?

**Please Check: Yes**  **No**  **N/A**

14. Do the MPO contracts specify the race neutral or 'aspirational' goal of 10.65%?

**Please Check: Yes**  **No**  **N/A**

15. Are the MPO contracts free of sanctions or other compliance remedies for failing to achieve the race-neutral DBE goal?

**Please Check: Yes**  **No**  **N/A**

16. Do the MPO contracts contain required civil rights clauses, including:

- a. Nondiscrimination in contracting statement (49 CFR 26.13)
- b. Title VI nondiscrimination clauses Appendices A and E (DBE Nondiscrimination Assurance & 49 CFR 21)
- c. FDOT DBE specifications

**Please Check: Yes**  **No**  **N/A**



## Part 1 Section 5: Noteworthy Practices & Achievements

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

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

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

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

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

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

## **Part 1 Section 6: MPO Comments**

The MPO may use this space to make any additional comments or ask any questions, if they desire. This section is not mandatory, and its use is at the discretion of the MPO.

The Metropolitan Transportation Planning Organization currently has a Unified Planning Work Program task to update its website. The website is scheduled to be updated by February 29, 2024.

## **Appendix A: Transportation Plans and Programs - Ten Metropolitan Planning Factors To Be Considered**

The following is a listing of the factors to be considered pursuant to the Fixing America's Surface Transportation Act that was enacted December 4, 2015 as Public Law 114-94. As required by the Act, these factors are being addressed in the development of transportation plans and programs.

- FACTOR 1      The metropolitan transportation planning process shall provide for consideration of projects and strategies that will support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- FACTOR 2      The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the safety of the transportation system for motorized and nonmotorized users;
- FACTOR 3      The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the security of the transportation system for motorized and nonmotorized users;
- FACTOR 4      The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the accessibility and mobility options available to people and for freight;
- FACTOR 5      The metropolitan transportation planning process shall provide for consideration of projects and strategies that will protect and enhance the environment, promote energy conservation, and improve quality of life;
- FACTOR 6      The metropolitan transportation planning process shall provide for consideration of projects and strategies that will enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- FACTOR 7      The metropolitan transportation planning process shall provide for consideration of projects and strategies that will promote efficient system management and operation;
- FACTOR 8      The metropolitan transportation planning process shall provide for consideration of projects and strategies that will emphasize the preservation of the existing transportation system;
- FACTOR 9      The metropolitan transportation planning process shall provide for consideration of projects and strategies that will improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- FACTOR 10     The metropolitan transportation planning process shall provide for consideration of projects and strategies that will enhance travel and tourism.

## **Appendix B: Ten Federal Metropolitan Planning Factors Relationship to Metropolitan Planning Organization Unified Planning Work Program Tasks**

The following is a listing of the areas to be considered in the Fixing America's Surface Transportation Act. As required by the Fixing America's Surface Transportation Act, these areas are being addressed in the development of transportation plans and programs.

- FACTOR 1 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- FACTOR 2 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the safety of the transportation system for motorized and nonmotorized users;
- FACTOR 3 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the accessibility and mobility options available to people and for freight;
- FACTOR 4 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will protect and enhance the environment, promote energy conservation, promote consistency between transportation improvements and State and local planned growth and economic development patterns and improve quality of life;
- FACTOR 5 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- FACTOR 6 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will promote efficient system management and operation;
- FACTOR 7 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will emphasize the preservation of the existing transportation system;
- FACTOR 8 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the security of the transportation system for motorized and nonmotorized users;
- FACTOR 9 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- FACTOR 10 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will enhance travel and tourism.

**Table B-1**

**Fixing America’s Surface Transportation Metropolitan Planning Factors  
Unified Planning Work Program Fiscal Years 2022-23 and 2023-24**

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



**Gainesville MTPO**

**Calendar Year of Review Period: January 1, 2023, through December 31, 2023.**

**Click to enter the date the review is finalized.**

Part 2 – FDOT District



## **Contents**

Purpose..... 2

Certification Process..... 3

    Risk Assessment Process..... 4

    Part 2 Section 1: Risk Assessment..... 9

    Part 2 Section 2: Long-Range Transportation Plan (LRTP)..... 13

    Part 2 Section 3: Transportation Improvement Program (TIP)..... 14

    Part 2 Section 4: Unified Planning Work Program (UPWP)..... 15

    Part 2 Section 5: Clean Air Act..... 16

    Part 2 Section 6: Technical Memorandum 19-03REV: Documentation of FHWA PL  
and Non-PL Funding..... 17

    Part 2 Section 7: MPO Procurement and Contract Review..... 18

    Part 2 Section 8: District Questions..... 20

    Part 2 Section 9: Recommendations and Corrective Actions..... 21

    Part 2 Section 10: Attachments..... 22

*FDOT Joint Certification*  
*Part 2 – FDOT District*

## Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process as described in [23 C.F.R. §450.336](#). The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The Certification Package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

*FDOT Joint Certification*  
*Part 2 – FDOT District*

## Certification Process

Please read and answer each question within this document.

Since all of Florida's MPOs adopt a new Transportation Improvement Program (TIP) annually, many of the questions related to the TIP adoption process have been removed from this certification, as these questions have been addressed during review of the draft TIP and after adoption of the final TIP.

As with the TIP, many of the questions related to the Unified Planning Work Program (UPWP) and Long-Range Transportation Plan (LRTP) have been removed from this certification document, as these questions are included in the process of reviewing and adopting the UPWP and LRTP.

Note: This certification has been designed as an entirely electronic document and includes interactive form fields. Part 2 Section 10: Attachments allows you to embed any attachments to the certification, including the [MPO Joint Certification Statement](#) document that must accompany the completed certification report. Once all the appropriate parties sign the MPO Joint Certification Statement, scan it and attach it to the completed certification in Part 2 Section 10: Attachments.

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

The final Certification Package should include Part 1, Part 2, and any required attachments and be transmitted to Central Office no later than June 1 of each year.

## Risk Assessment Process

Part 2 Section 1: Risk Assessment evaluates the requirements described in [2 CFR §200.332 \(b\)-\(e\)](#), also expressed below. It is important to note that FDOT is the recipient and the MPOs are the subrecipient, meaning that FDOT, as the recipient of Federal-aid funds for the State, is responsible for ensuring that Federal-aid funds are expended in accordance with applicable laws and regulations.

*(b) Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in paragraphs (d) and (e) of this section, which may include consideration of such factors as:*

- (1) The subrecipient's prior experience with the same or similar subawards;*
- (2) The results of previous audits including whether the subrecipient receives a Single Audit in accordance with Subpart F—Audit Requirements of this part, and the extent to which the same or similar subaward has been audited as a major program;*
- (3) Whether the subrecipient has new personnel or new or substantially changed systems; and*
- (4) The extent and results of Federal awarding agency monitoring (e.g., if the subrecipient also receives Federal awards directly from a Federal awarding agency).*

*(c) Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in §200.208.*

*(d) Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:*

- (1) Reviewing financial and performance reports required by the pass-through entity.*

*FDOT Joint Certification  
Part 2 – FDOT District*

*(2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and written confirmation from the subrecipient, highlighting the status of actions planned or taken to address Single Audit findings related to the particular subaward.*

*(3) Issuing a management decision for audit findings pertaining to the Federal award provided to the subrecipient from the pass-through entity as required by §200.521.*

*(4) The pass-through entity is responsible for resolving audit findings specifically related to the subaward and not responsible for resolving crosscutting findings. If a subrecipient has a current Single Audit report posted in the Federal Audit Clearinghouse and has not otherwise been excluded from receipt of Federal funding (e.g., has been debarred or suspended), the pass-through entity may rely on the subrecipient's cognizant audit agency or cognizant oversight agency to perform audit follow-up and make management decisions related to cross-cutting findings in accordance with section §200.513(a)(3)(vii). Such reliance does not eliminate the responsibility of the pass-through entity to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.*

*(e) Depending upon the pass-through entity's assessment of risk posed by the subrecipient (as described in paragraph (b) of this section), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:*

*(1) Providing subrecipients with training and technical assistance on program-related matters; and*

*(2) Performing on-site reviews of the subrecipient's program operations;*

*(3) Arranging for agreed-upon-procedures engagements as described in §200.425.*

*FDOT Joint Certification  
Part 2 – FDOT District*

If an MPO receives a Management Decision as a result of the Single Audit, the MPO may be assigned the high-risk level.

After coordination with the Office of Policy Planning, any of the considerations in 2 CFR §200.331 (b) may result in an MPO being assigned the high-risk level.

The questions in Part 2 Section 1: Risk Assessment are quantified and scored to assign a level of risk for each MPO, which will be updated annually during the joint certification process. The results of the Risk Assessment determine the minimum frequency by which the MPO's supporting documentation for their invoices is reviewed by FDOT MPO Liaisons for the upcoming year. The Risk Assessment Scoring Sheet is available [here](#) on the MPO Partner Library. The frequency of review is based on the level of risk in **Table 1**.

**Table 1. Risk Assessment Scoring**

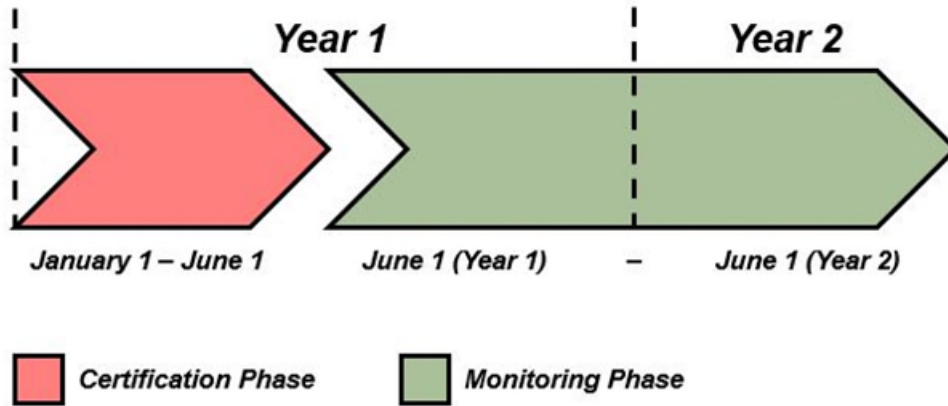
Score	Risk Level	Frequency of Monitoring
> 85 percent	Low	Annual
68 to < 84 percent	Moderate	Bi-annual
52 to < 68 percent	Elevated	Tri-annual
< 52 percent	High	Quarterly

The Risk Assessment that is part of this joint certification has two main components – the Certification phase and the Monitoring phase – and involves regular reviewing, checking, and surveillance.

1. Certification phase: the first step is to complete this Risk Assessment during the joint certification review, which runs from January 1 to June 1 (*The red arrow in **Figure 1***). During this 6-month period, a Risk Assessment is performed assessing the previous calendar year.
2. Monitoring phase: After the joint certification review has been completed, the Risk Assessment enters the Monitoring phase, where the MPO is monitored for a 12-month period starting on June 1 (*The green arrow, Year 1 in **Figure 1***) and ending on June 1 of the following year (*The green arrow, Year 2 in **Figure 1***).

This process takes 18 months in total. On January 1 of each year, the new Certification phase will begin, which will overlap with the previous year's Monitoring phase. **Figure 1** shows the timeline of Risk Assessment phases.

**Figure 1. Risk Assessment: Certification and Monitoring Phases**





*FDOT Joint Certification*  
*Part 2 – FDOT District*

## Part 2

Part 2 of the Joint Certification is to be completed by the District MPO Liaison.

## Part 2 Section 1: Risk Assessment

### MPO Invoice Submittal

List all invoices and the dates that the invoices were submitted for reimbursement during the certification period in **Table 2** below.

**Table 2. MPO Invoice Submittal Summary**

Invoice #	Invoice Period	Date the Invoice was Forwarded to FDOT for Payment	Was the Invoice Submitted More than 90 days After the End of the Invoice Period? (Yes or No)
3	01/01/2023-03/31/2023	06/29/2023	N
4	04/01/2023-06/30/2023	09/28/2023	N
5	07/01/2023-09/30/2023	12/28/2023	N
6	10/01/2023-12/31/2023	04/18/2024	N
<b>MPO Invoice Submittal Total</b>			
<b>Total Number of Invoices that were Submitted on Time</b>			4
<b>Total Number of Invoices Submitted</b>			4

### MPO Invoice Review Checklist

List all MPO Invoice Review Checklists that were completed in the certification period in **Table 3** and attach the checklists to this risk assessment. Identify the total number of materially significant finding questions that were correct on each MPO Invoice Review Checklist (i.e. checked yes). The

MPO Invoice Review Checklist identifies questions that are considered materially significant with a red asterisk. Examples of materially significant findings include:

- Submitting unallowable, unreasonable or unnecessary expenses or corrections that affect the total amounts for paying out.
- Exceeding allocation or task budget.
- Submitting an invoice that is not reflected in the UPWP.
- Submitting an invoice that is out of the project scope.
- Submitting an invoice that is outside of the agreement period.
- Documenting budget status incorrectly.

Corrections or findings that are not considered materially significant do not warrant elevation of MPO risk. Examples of corrections or findings that are not considered materially significant include:

- Typos.
- Incorrect UPWP revision number.
- Incorrect invoice number.

**Table 3. MPO Invoice Review Checklist Summary**

MPO Invoice Review Checklist	Number of Correct Materially Significant Finding Questions
Invoice 3	7
Invoice 4	7
Invoice 5	7
Invoice 6	4
<b>MPO Invoice Review Checklist Total</b>	

<b>Total Number of Materially Significant Finding Questions that were Correct</b>	25
---	----

*\*Note: There are 7 materially significant questions per MPO Invoice Review Checklist.*

### MPO Supporting Documentation Review Checklist

List all MPO Supporting Documentation Review Checklists that were completed in the certification period in **Table 4** and attach the checklists and supporting documentation to this risk assessment. Identify the total number of materially significant finding questions that were correct on each MPO Supporting Documentation Review Checklist (i.e. checked yes). The MPO Supporting Documentation Review Checklist identifies questions that are considered materially significant with a red asterisk. Examples of materially significant findings include:

- Submitting an invoice with charges that are not on the Itemized Expenditure Detail Report.
- Submitting an invoice with an expense that is not allowable.
- Failing to submit supporting documentation, such as documentation that shows the invoice was paid.
- Submitting travel charges that do not comply with the MPO's travel policy.

**Table 4. MPO Supporting Documentation Review Checklist Summary**

MPO Supporting Documentation Review Checklist	Number of Correct Materially Significant Finding Questions
Invoice 1	25
Invoice 3	25
<b>MPO Supporting Documentation Review Checklist Total</b>	

<b>Total Number of Materially Significant Finding Questions that were Correct</b>	50
---	----

*\*Note: There are 25 materially significant questions per MPO Supporting Documentation Review Checklist.*

### Technical Memorandum 19-04: Incurred Cost and Invoicing Practices

Were incurred costs billed appropriately at the end of the contract period?

**Please Check:** Yes  No  N/A

### Risk Assessment Score

Please use the Risk Assessment worksheet to calculate the MPO's risk score. Use **Table 5** as a guide for the selecting the MPO's risk level.

**Table 5. Risk Assessment Scoring**

Score	Risk Level	Frequency of Monitoring
> 85 percent	Low	Annual
68 to < 84 percent	Moderate	Bi-annual
52 to < 68 percent	Elevated	Tri-annual
< 52 percent	High	Quarterly

**Risk Assessment Percentage:** 88

**Level of Risk:** **Low**

## Part 2 Section 2: Long-Range Transportation Plan (LRTP)

Did the MPO adopt a new LRTP in the year that this certification is addressing?

**Please Check:** Yes  No

If yes, please ensure any correspondence or comments related to the draft and final LRTP and the LRTP checklist used by Central Office and the District are in the [MPO Document Portal](#) or attach it to Part 2 Section 10: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

2045 LRTP Adopted August 26, 2020. <http://www.ncfrpc.org/mtpo/LRTP.html>

## Part 2 Section 3: Transportation Improvement Program (TIP)

Did the MPO update their TIP in the year that this certification is addressing?

**Please Check: Yes**  **No**

If yes, please ensure any correspondence or comments related to the draft and final TIP and the TIP checklist used by Central Office and the District are in the [MPO Document Portal](#) or attach it to Part 2 Section 10: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

Gainesville TIP FY 2023-24 to 2027-28 Adopted June 5, 2023.



## **Part 2 Section 4: Unified Planning Work Program (UPWP)**

Did the MPO adopt a new UPWP in the year that this certification is addressing?

**Please Check: Yes**  **No**

If yes, please ensure any correspondence or comments related to the draft and final UPWP and the UPWP checklist used by Central Office and the District are in the [MPO Document Portal](#) or attach it to Part 2 Section 10: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

Gainesville UPWP FY 2022-23 and 2023-24 Adopted July 11, 2022.

## **Part 2 Section 5: Clean Air Act**

The requirements of [Sections 174](#) and [176 \(c\) and \(d\)](#) of the Clean Air Act.

The Clean Air Act requirements affecting transportation only applies to areas designated nonattainment and maintenance for the National Ambient Air Quality Standards (NAAQS). Florida currently is attaining all NAAQS. No certification questions are required at this time. In the event the Environmental Protection Agency issues revised NAAQS, this section may require revision.

Title(s) of Attachment(s)

N/A
-----

## **Part 2 Section 6: Technical Memorandum 19-03REV: Documentation of FHWA PL and Non-PL Funding**

Did the MPO identify all FHWA Planning Funds (PL and non-PL) in the TIP?

**Please Check: Yes**  **No**  **N/A**

## Part 2 Section 7: MPO Procurement and Contract Review

To evaluate existing DBE reporting requirements, choose one professional services procurement package and contract between the MPO and a third party to answer the following questions. If the answer to any of the questions is no, there is no penalty to the MPO. FDOT is using this information to determine technical support and training for the MPOs. Any new procurements after July 1, 2022 must be compliant with the existing DBE reporting requirements.

1. Are the procurement package (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contract free from geographical preferences or bidding restrictions based on the physical location of the bidding firm or where it is domiciled?

**Please Check: Yes**  **No**  **N/A**

2. Are the procurement package (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contract free of points or award preferences for using DBEs, MBEs, WBEs, SBEs, VBEs or any other business program not approved for use by FHWA or FDOT?

**Please Check: Yes**  **No**  **N/A**

3. Does the contract only permit the use of the approved FDOT race-neutral program?

**Please Check: Yes**  **No**  **N/A**

4. Does the contract specify the race neutral or 'aspirational' goal of 10.65%?

**Please Check: Yes**  **No**  **N/A**

5. Is the contract free of sanctions or other compliance remedies for failing to achieve the race-neutral DBE goal?

**Please Check: Yes**  **No**  **N/A**

*FDOT Joint Certification*  
*Part 2 – FDOT District*

6. Does the contract contain required civil rights clauses, including:
- a. Nondiscrimination in contracting statement (49 CFR 26.13)
  - b. Title VI nondiscrimination clauses Appendices A and E (DBE Nondiscrimination Assurance & 49 CFR 21)
  - c. FDOT DBE specifications

**Please Check: Yes**  **No**  **N/A**

## **Part 2 Section 8: District Questions**

The District may ask up to five questions at their own discretion based on experience interacting with the MPO that were not included in the sections above. Please fill in the question(s), and the response in the blanks below. This section is optional and may cover any topic area of which the District would like more information.

1. Question

PLEASE EXPLAIN
----------------

2. Question

PLEASE EXPLAIN
----------------

3. Question

PLEASE EXPLAIN
----------------

4. Question

PLEASE EXPLAIN
----------------

5. Question

PLEASE EXPLAIN
----------------

## **Part 2 Section 9: Recommendations and Corrective Actions**

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board. The District may identify recommendations and corrective actions based on the information in this review, any critical comments, or to ensure compliance with federal regulation. The corrective action should include a date by which the problem must be corrected by the MPO.

### **Status of Recommendations and/or Corrective Actions from Prior Certifications**

The Gainesville MTPO has modernized and updated their website per the previous Joint Certification recommendations.

### **Recommendations**

PLEASE EXPLAIN

### **Corrective Actions**

PLEASE EXPLAIN



## **Part 2 Section 10: Attachments**

Please attach any documents required from the sections above or other certification related documents here or through the [MPO Document Portal](#). Please also sign and attached the [MPO Joint Certification Statement](#).

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

MPO Invoice Supporting Documentation Review Checklist_Invoice 1, MPO Invoice Supporting Documentation Review Checklist_Invoice 3
--



FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF POLICY PLANNING

## MPO FHWA Funds Invoice Review Checklist

This MPO FHWA Funds Invoice Review Checklist is to be completed and saved with each FHWA funds invoice.

**Please note:** below you will be required to identify any comments, recommendations, or findings. Comments and recommendations are at the discretion of the District, but findings must be supported and identify corrections that must be made for the MPO to be reimbursed. Findings factor into the MPOs level of risk, determined by the Risk Assessment in the Annual Joint Certification.

MPO: **Gainesville MTPO**

Contract: G2889

Date of Review: 01/03/2024

Review #: 1

Invoice No.: 5

Invoice Period: 07/01/23-09/30/23

Reviewed By: Laskey

### Invoice Package

Did invoice package include: **Invoice Summary, Itemized Expenditure Detail Report** for each billed task, and a **Progress Report**? Yes  No

Is the **Invoice Summary** signed by an authorized MPO official? Yes  No

Is the invoice able to be processed for reimbursement as initially submitted? Yes  No

### Invoice Summary

Do the task amounts shown in the FHWA (PL) and (SU) (and any other funds) **Current Amount Due** column match the **Itemized Expenditure Detail Report, Current Amount Due**? Yes  No

Are the amounts shown in the **Total FHWA Previous Payments** column accurate? Yes  No

Do the amounts shown in **Total FHWA Budgeted Amount** column match the current UPWP? Yes  No

Is the **Total FHWA Current Amount Due** equal to or less than the **Total FHWA Budget Amount**? Yes  No

Is the **Total FHWA Current Amount Due** amount requested equal to or less than the **Current Authorization Amount, by FPN**? Yes  No

### Itemized Expenditure Detail

Is the correct **FPN, Invoice Number, UPWP Revision, and Invoice Period** shown on all **Itemized Expenditure Detail Report** pages? Yes  No

Are expenses shown on the **Itemized Expenditure Detail Report** reasonable, allowable and necessary? Yes  No

**Please list any unreasonable, unallowable, or unnecessary expenses below.**

Click to enter details

### Progress Report

Do the activities listed in the **Progress Report** align with the tasks charged within the invoice? Yes  No

Was the Progress Report forwarded to Central Office, to be transmitted to FHWA? Yes  No





FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF POLICY PLANNING

## MPO FHWA Funds Invoice Review Checklist

This MPO FHWA Funds Invoice Review Checklist is to be completed and saved with each FHWA funds invoice.

**Please note:** below you will be required to identify any comments, recommendations, or findings. Comments and recommendations are at the discretion of the District, but findings must be supported and identify corrections that must be made for the MPO to be reimbursed. Findings factor into the MPOs level of risk, determined by the Risk Assessment in the Annual Joint Certification.

MPO: **Gainesville MTPO**

Contract: G2889

Date of Review: 04/03/2024

Review #: 1

Invoice No.: 6

Invoice Period: 10/01/2023-12/31/2023

Reviewed By: Laskey

### Invoice Package

Did invoice package include: **Invoice Summary, Itemized Expenditure Detail Report** for each billed task, and a **Progress Report**? Yes  No

Is the **Invoice Summary** signed by an authorized MPO official? Yes  No

Is the invoice able to be processed for reimbursement as initially submitted? Yes  No

### Invoice Summary

Do the task amounts shown in the FHWA (PL) and (SU) (and any other funds) **Current Amount Due** column match the **Itemized Expenditure Detail Report, Current Amount Due**? Yes  No

Are the amounts shown in the **Total FHWA Previous Payments** column accurate? Yes  No

Do the amounts shown in **Total FHWA Budgeted Amount** column match the current UPWP? Yes  No

Is the **Total FHWA Current Amount Due** equal to or less than the **Total FHWA Budget Amount**? Yes  No

Is the **Total FHWA Current Amount Due** amount requested equal to or less than the **Current Authorization Amount, by FPN**? Yes  No

### Itemized Expenditure Detail

Is the correct **FPN, Invoice Number, UPWP Revision, and Invoice Period** shown on all **Itemized Expenditure Detail Report** pages? Yes  No

Are expenses shown on the **Itemized Expenditure Detail Report** reasonable, allowable and necessary? Yes  No

**Please list any unreasonable, unallowable, or unnecessary expenses below.**

Click to enter details

### Progress Report

Do the activities listed in the **Progress Report** align with the tasks charged within the invoice? Yes  No

Was the Progress Report forwarded to Central Office, to be transmitted to FHWA? Yes  No

**MPO FHWA Funds  
Invoice Review Checklist**

*continued...*

---

**Submitted Invoice**

Was the invoice submitted to District Financial Services with signed Contract Summary Form (350-060-02) Yes  No

Was the MPO notified when the invoice was submitted to District Financial Services? Yes  No

---

**General Comments and Recommendations**

Click to enter details

---

**General Findings**

Click to enter details

---



FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF POLICY PLANNING

## MPO FHWA Funds Invoice Supporting Documentation Review Checklist

The Invoice Review Checklist should be completed for every MPO Invoice. The MPO's Supporting Documentation Review Checklist is to be completed at the frequency required by the MPO's **Risk Assessment** that is a part of the Annual MPO Joint Certification Process. The checklist should be completed and saved with invoice documentation, uploaded to the SharePoint Site for tracking by Central Office, and forwarded to MPO for their records.

**Please note:** Below you will be required to identify any comments, recommendations, or findings. Comments and recommendations are at the discretion of the District, but findings must be supported by documentation, and identify corrections that must be made for the MPO to be reimbursed. Materially significant findings factor into the MPOs level of risk, determined by the **Risk Assessment** in the Annual MPO Joint Certification.

### \* Indicates a Materially Significant Finding

MPO: **Gainesville MTPO**

Contract: <b>G2889</b>	Date of Review: <b>4/08/2024</b>	Review #: <b>1</b>
Invoice No.: <b>1</b>	Invoice Period: <b>7/01/22 – 9/30/22</b>	Reviewed By: <b>Laskey</b>

### Personnel Service (MPO staff salary & fringe)

Review the payroll register and compare to expenses being reimbursed. Select one staff member and confirm details below.

Were personnel service expenses incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Employee's time sheet selected for review? <i>Mike Escalante</i>		
Does the payroll register fall within the dates match <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Do the hours shown on the payroll register match hours match hours requested?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Does the employee's timesheet match the expenses being requested for reimbursement?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Are amounts shown on payroll register and task charges accurately recorded on <b>Itemized Expenditure Detail Report</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Are fringe charges equitably distributed to all grants?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the timesheet signed by an authorized MPO official?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

### Technical Memorandum 19-05Rev: Director's Timesheets and Expenses

Were the Director's timesheets and expenses reviewed at least quarterly by the MPO Board, Executive Committee, Board Chair, or Board Treasurer?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
---	---	-----------------------------

### Comments and Recommendations on Personnel Services Expenses

*Click to enter details*

### Findings on Personnel Services Expenses

*Click to enter details*

**MPO FHWA Funds**  
**Invoice Supporting Documentation Review**

continued...

**Consultant Services**

Select one consultant invoice and confirm details below.

Were consultant service expenses incurred within the **Invoice Period**? Yes  No

Consultant invoice selected for review? [Click to enter consultant and invoice number](#)

\*Are charges shown on invoice accurately recorded on **Itemized Expenditure Detail Report**? Yes  No

Are the consultant services invoice dates of service within the **Invoice Period**? Yes  No

\*Are the task services documented in the progress report? Yes  No

\*Is there documentation to show that invoice was paid? Yes  No

**Comments and Recommendations on Consultant Services Expenses**

[Click to enter details](#)

**Findings on Consultant Services Expenses**

[Click to enter details](#)

**Travel Reimbursement**

If travel reimbursement was requested on this invoice, select one travel reimbursement. Refer to the MPO's travel policies and regulations to answer questions below.

Were travel expenses incurred within the **Invoice Period**? Yes  No

Employee's travel reimbursement selected for review? [Click to enter staff name and travel date](#)

\*Are charges shown on the travel form accurately recorded on the task's **Itemized Expenditure Detail Report**? Yes  No

Has the MPO established its own travel policy? Yes  No

Does the travel reimbursement comply with MPO or State travel policies and regulations? Yes  No

Are charges recorded on FDOT Contractor Travel Form (300-000-06)? Yes  No

Is travel request signed by an MPO authorized official? Yes  No

\*Are travel charges supported by documentation as required by travel policy? Yes  No

**Technical Memorandum 19-02: Car Allowance or Mileage Reimbursements**

Was car allowance or mileage recorded appropriately based on the number of business-related miles an employee drives and the cost associated with operating a personal vehicle? Yes  No

**Comments and Recommendations on Travel Reimbursement Expenses**

[Click to enter details](#)

**Findings on Travel Reimbursement Expenses**

[Click to enter details](#)



**MPO FHWA Funds**  
**Invoice Supporting Documentation Review**

continued...

**Direct Expenses**

Select and review five direct expense line items.

Were direct expenses incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>#1</b> Direct expense selected for review Administration		
Was the cost incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is the expense for purchase of equipment under \$5,000? (If over \$5,000, indicate prior approval in findings/recommendation below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
*Is the expense allowable?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Is there documentation to show that invoice was paid?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>#2</b> Direct expense selected for review TIP		
Was the cost incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is the expense for purchase of equipment under \$5,000? (If over \$5,000, indicate prior proper approval in findings/recommendation below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
*Is the expense allowable?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Is there documentation to show that invoice was paid?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>#3</b> Direct expense selected for review LRTP		
Was the cost incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is the expense for purchase of equipment under \$5,000? (If over \$5,000, indicate prior approval in findings/recommendation below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
*Is the expense allowable?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Is there documentation to show that invoice was paid?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>#4</b> Direct expense selected for review Public Participation		
Was the cost incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is the expense for purchase of equipment under \$5,000? (If over \$5,000, indicate prior approval in findings/recommendation below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
*Is the expense allowable?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Is there documentation to show that invoice was paid?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>#5</b> Direct expense selected for review Systems		
Was the cost incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

**MPO FHWA Funds**  
**Invoice Supporting Documentation Review**

continued...

Is the expense for purchase of equipment under \$5,000? (If over \$5,000, indicate prior approval in findings/recommendation below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
*Is the expense allowable?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Is there documentation to show that invoice was paid?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Does the MPO direct bill for indirect costs?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
* If yes, does the MPO provide documentation that supports the indirect costs charged?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

**Comments and Recommendations on Direct Expenses**

*Click to enter details*

**Findings on Direct Expenses**

*Click to enter details*

**Indirect Rate**

*If applicable, review MPO's APPROVED Indirect Rate.*

Does the MPO have an FDOT APPROVED indirect rate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
*If yes, does the indirect rate that is charged on the invoice agree with the approved indirect cost allocation plan documented in the MPO's UPWP?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

**Comments and Recommendations on Indirect Rate Charges**

*Click to enter details*

**Findings on Indirect Rate Charges**

*Click to enter details*

**General Comments, Recommendations, and Findings**

Was the invoice's supporting documentation found to be in good order?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Was there evidence that a quality control process or procedure is in place?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**General Comments and Recommendations**

*Click to enter details*

**General Findings**

*Click to enter details*

**MPO FHWA Funds****Invoice Supporting Documentation Review***continued...*

Please provide the total number of \*materially significant findings that were correct in **Table 1**. **Table 1** will be used in the **Risk Assessment** that is part of the annual Joint Certification to evaluate the MPO's risk level.

**Table 1. Invoice Supporting Documentation Review Checklist Summary**

Description	Yes	Total
*Materially Significant Findings	25	<b>25</b>



FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF POLICY PLANNING

## MPO FHWA Funds Invoice Supporting Documentation Review Checklist

The Invoice Review Checklist should be completed for every MPO Invoice. The MPO's Supporting Documentation Review Checklist is to be completed at the frequency required by the MPO's **Risk Assessment** that is a part of the Annual MPO Joint Certification Process. The checklist should be completed and saved with invoice documentation, uploaded to the SharePoint Site for tracking by Central Office, and forwarded to MPO for their records.

**Please note:** Below you will be required to identify any comments, recommendations, or findings. Comments and recommendations are at the discretion of the District, but findings must be supported by documentation, and identify corrections that must be made for the MPO to be reimbursed. Materially significant findings factor into the MPOs level of risk, determined by the **Risk Assessment** in the Annual MPO Joint Certification.

\* **Indicates a Materially Significant Finding**

MPO: **Gainesville MTPO**

Contract: <b>G2889</b>	Date of Review: <b>4/08/2024</b>	Review #: <b>1</b>
Invoice No.: <b>3</b>	Invoice Period: <b>01/01/23 – 03/31/23</b>	Reviewed By: <b>Laskey</b>

### Personnel Service (MPO staff salary & fringe)

Review the payroll register and compare to expenses being reimbursed. Select one staff member and confirm details below.

Were personnel service expenses incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Employee's time sheet selected for review? <i>Scott Koons</i>		
Does the payroll register fall within the dates match <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Do the hours shown on the payroll register match hours match hours requested?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Does the employee's timesheet match the expenses being requested for reimbursement?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Are amounts shown on payroll register and task charges accurately recorded on <b>Itemized Expenditure Detail Report</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Are fringe charges equitably distributed to all grants?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the timesheet signed by an authorized MPO official?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

### Technical Memorandum 19-05Rev: Director's Timesheets and Expenses

Were the Director's timesheets and expenses reviewed at least quarterly by the MPO Board, Executive Committee, Board Chair, or Board Treasurer?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
---	---	-----------------------------

### Comments and Recommendations on Personnel Services Expenses

*Click to enter details*

### Findings on Personnel Services Expenses

*Click to enter details*

**MPO FHWA Funds**  
**Invoice Supporting Documentation Review**

continued...

**Consultant Services**

Select one consultant invoice and confirm details below.

Were consultant service expenses incurred within the **Invoice Period**? Yes  No

Consultant invoice selected for review? [Click to enter consultant and invoice number](#)

\*Are charges shown on invoice accurately recorded on **Itemized Expenditure Detail Report**? Yes  No

Are the consultant services invoice dates of service within the **Invoice Period**? Yes  No

\*Are the task services documented in the progress report? Yes  No

\*Is there documentation to show that invoice was paid? Yes  No

**Comments and Recommendations on Consultant Services Expenses**

[Click to enter details](#)

**Findings on Consultant Services Expenses**

[Click to enter details](#)

**Travel Reimbursement**

If travel reimbursement was requested on this invoice, select one travel reimbursement. Refer to the MPO's travel policies and regulations to answer questions below.

Were travel expenses incurred within the **Invoice Period**? Yes  No

Employee's travel reimbursement selected for review? [Click to enter staff name and travel date](#)

\*Are charges shown on the travel form accurately recorded on the task's **Itemized Expenditure Detail Report**? Yes  No

Has the MPO established its own travel policy? Yes  No

Does the travel reimbursement comply with MPO or State travel policies and regulations? Yes  No

Are charges recorded on FDOT Contractor Travel Form (300-000-06)? Yes  No

Is travel request signed by an MPO authorized official? Yes  No

\*Are travel charges supported by documentation as required by travel policy? Yes  No

**Technical Memorandum 19-02: Car Allowance or Mileage Reimbursements**

Was car allowance or mileage recorded appropriately based on the number of business-related miles an employee drives and the cost associated with operating a personal vehicle? Yes  No

**Comments and Recommendations on Travel Reimbursement Expenses**

[Click to enter details](#)

**Findings on Travel Reimbursement Expenses**

[Click to enter details](#)

**MPO FHWA Funds**  
**Invoice Supporting Documentation Review**

continued...

**Direct Expenses**

Select and review five direct expense line items.

Were direct expenses incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>#1</b> Direct expense selected for review Administration		
Was the cost incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is the expense for purchase of equipment under \$5,000? (If over \$5,000, indicate prior approval in findings/recommendation below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
*Is the expense allowable?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Is there documentation to show that invoice was paid?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>#2</b> Direct expense selected for review TIP		
Was the cost incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is the expense for purchase of equipment under \$5,000? (If over \$5,000, indicate prior proper approval in findings/recommendation below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
*Is the expense allowable?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Is there documentation to show that invoice was paid?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>#3</b> Direct expense selected for review LRTP		
Was the cost incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is the expense for purchase of equipment under \$5,000? (If over \$5,000, indicate prior approval in findings/recommendation below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
*Is the expense allowable?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Is there documentation to show that invoice was paid?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>#4</b> Direct expense selected for review Public Participation		
Was the cost incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is the expense for purchase of equipment under \$5,000? (If over \$5,000, indicate prior approval in findings/recommendation below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
*Is the expense allowable?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Is there documentation to show that invoice was paid?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>#5</b> Direct expense selected for review Systems		
Was the cost incurred within the <b>Invoice Period</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

**MPO FHWA Funds**  
**Invoice Supporting Documentation Review**

continued...

Is the expense for purchase of equipment under \$5,000? (If over \$5,000, indicate prior approval in findings/recommendation below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
*Is the expense allowable?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Is there documentation to show that invoice was paid?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
*Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Does the MPO direct bill for indirect costs?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
* If yes, does the MPO provide documentation that supports the indirect costs charged?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

**Comments and Recommendations on Direct Expenses**

*Click to enter details*

**Findings on Direct Expenses**

*Click to enter details*

**Indirect Rate**

*If applicable, review MPO's APPROVED Indirect Rate.*

Does the MPO have an FDOT APPROVED indirect rate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
*If yes, does the indirect rate that is charged on the invoice agree with the approved indirect cost allocation plan documented in the MPO's UPWP?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

**Comments and Recommendations on Indirect Rate Charges**

*Indirect rate: .5117*

**Findings on Indirect Rate Charges**

*Click to enter details*

**General Comments, Recommendations, and Findings**

Was the invoice's supporting documentation found to be in good order?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Was there evidence that a quality control process or procedure is in place?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**General Comments and Recommendations**

*Click to enter details*

**General Findings**

*Click to enter details*



**MPO FHWA Funds****Invoice Supporting Documentation Review***continued...*

Please provide the total number of \*materially significant findings that were correct in **Table 1**. **Table 1** will be used in the **Risk Assessment** that is part of the annual Joint Certification to evaluate the MPO's risk level.

**Table 1. Invoice Supporting Documentation Review Checklist Summary**

Description	Yes	Total
*Materially Significant Findings	25	<b>25</b>

**Florida Department of Transportation Metropolitan Planning Program  
Annual Joint Certification  
Risk Assessment Calculation Sheet**



The Risk Assessment evaluates the requirements described in 2 CFR §200.331 (b)-(e). As the recipient of Federal-aid funds for the State, FDOT is responsible for ensuring that Federal-aid funds are expended in accordance with applicable laws and regulations. This worksheet accompanies the Risk Assessment and calculates the MPO's risk score. The risk score determines the minimum frequency by which the MPO's supporting documentation for their invoices is reviewed by the District MPO Liaisons for the upcoming year. **Use the directions below to complete this worksheet and calculate the MPO's risk score. Enter information into GREEN cells only. Print and attach this worksheet to the Risk Assessment.**

Table 1. Risk Assessment Score							
Question Category	Question	Example Response	Directions	Number Correct	Subtotal	Weight Percentage	Total Score
MPO Invoice Submittal	Was invoice submitted within 90 days from the end of the invoice period?	All invoices were submitted within 90 days from the end of the invoice period.	<b>Number Correct Column:</b> Enter the number of invoices that were submitted on time. <b>Subtotal Column:</b> Enter the total number of invoices that were submitted.	4	4	30%	30%
MPO Invoice Review Checklist	How many materially significant findings questions are correct?	There were 21 opportunities for materially significant findings, 18 of the materially significant finding questions were answered correctly.	<b>Number Correct Column:</b> Enter the number of correct materially significant questions. <b>Subtotal Column:</b> Enter the total number of materially significant questions.	25	28	30%	18%
MPO Supporting Documentation Review Checklist	How many materially significant findings questions are correct?	There were 75 opportunities for materially significant findings, 72 of the materially significant finding questions were answered correctly.	<b>Number Correct Column:</b> Enter the number of correct materially significant questions. <b>Subtotal Column:</b> Enter the total number of materially significant questions.	50	50	35%	35%
Technical Memorandum 19-04: Incurred Cost and Invoicing Practices	Were incurred costs billed appropriately at the end of the contract period?	The MPO billed incurred costs appropriately at the end of the invoice period.	<b>Number Correct Column:</b> Enter a 1 if incurred costs were billed appropriately at the end of the contract period, or if this question is not applicable. Enter a 0 if incurred costs were not billed appropriately at the end of the contract period.	1	1	5%	5%
<b>Risk Assessment Score</b>							<b>88%</b>