



Regional Transportation  
Technical Advisory Committee (RTTAC)

***Meeting Agenda***

*February 15, 2012 – 1:30 PM*

*South Florida Regional Transportation Authority Board Room,  
800 NW 33<sup>rd</sup> Street  
Pompano Beach, FL*

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- I** Call to Order
  - II** January 11, 2012 Meeting Notes
  - III** South Florida East Coast Corridor Study/Fast Start Evaluation Process
  - IV** HUD Sustainable Communities Initiatives Grant Status Report
  - V** 2040 Regional Long Range Transportation Plan Scope
  - VI** SEFTC 5-Year Work Plan
  - VII** SEFTC Meeting-January 23
  - VIII** FHWA TSM&O Workshop
  - IX** Regional Report
  - X** Other Business
  - XI** Next RTTAC Meeting – April 11
  - XII** Adjournment
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Regional Transportation  
Technical Advisory Committee (RTTAC)  
*January 11, 2012 Meeting Notes*

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The following is a summary of the RTTAC meeting held on January 11, 2012.

**MEETING TIME AND LOCATION**

SFRTA, 1:30 p.m.

**MEETING ATTENDEES**

1. Randy Whitfield, Palm Beach MPO, [rwhitfie@pbcgov.com](mailto:rwhitfie@pbcgov.com)
2. Greg Stuart, Broward MPO, [stuartg@browardmpo.org](mailto:stuartg@browardmpo.org)
3. Paul Flavien, Broward MPO, [flavienp@browardmpo.org](mailto:flavienp@browardmpo.org)
4. Wilson Fernandez, Miami-Dade MPO, [Wilson@miamidade.gov](mailto:Wilson@miamidade.gov)
5. Shi-Chiang Li, FDOT D4, [shi-chiang.li@dot.state.fl.us](mailto:shi-chiang.li@dot.state.fl.us)
6. Lois Bush, FDOT D4, [lois.bush@dot.state.fl.us](mailto:lois.bush@dot.state.fl.us)
7. Steve Braun, FDOT D4, [steve.braun@dot.state.fl.us](mailto:steve.braun@dot.state.fl.us)
8. Jeff Weidner, FDOT D4, [jeff.widener@dot.state.fl.us](mailto:jeff.widener@dot.state.fl.us)
9. Phil Steinmiller, FDOT D6, [phil.steinmiller@dot.state.fl.us](mailto:phil.steinmiller@dot.state.fl.us)
10. Chris Dube, FDOT D6, [christopher.dube@dot.state.fl.us](mailto:christopher.dube@dot.state.fl.us)
11. Joseph Quinty, SFRTA, [quintyj@sfrta.fl.gov](mailto:quintyj@sfrta.fl.gov)
12. Kim Delaney, TCRPC, [kdelaney@tcrpc.org](mailto:kdelaney@tcrpc.org)
13. Jonathan Roberson, BCT, [jroberson@broward.org](mailto:jroberson@broward.org)
14. Jessica Josselyn, Kittelson & Associates, Inc., [jjosselyn@kittelson.com](mailto:jjosselyn@kittelson.com)
15. Steve Anderson, SFRTA, [Anderson@sfrta.fl.gov](mailto:Anderson@sfrta.fl.gov)
16. Rohit Rai, Kittelson & Associates, Inc., [rrai@kittelson.com](mailto:rrai@kittelson.com)
17. David Orshefsky, Citizen, [davidorshefsky@ue.com](mailto:davidorshefsky@ue.com)
18. Lynda Westin, SFRTA, [westinl@sfrta.fl.gov](mailto:westinl@sfrta.fl.gov)
19. Enrique Zelaya, Broward County Planning, [ezelaya@broward.org](mailto:ezelaya@broward.org)
20. Karen Kiselewski, Renaissance Planning Group, [kkiselewski@ciesthatwork.com](mailto:kkiselewski@ciesthatwork.com)
21. Chris Ryan, Broward MPO, [ryanc@browardmpo.org](mailto:ryanc@browardmpo.org)
22. Nancy Gassman, Broward County Natural Resources Planning and Management Division, [NGassman@broward.org](mailto:NGassman@broward.org)
23. Debbie Griner, Miami-Dade MPO (PERA), [GrineD@miamidade.gov](mailto:GrineD@miamidade.gov)

## MEETING NOTES

The following is a summary of the key points discussed at the meeting. The comments have been organized by agenda topic. Underlined text highlights deadlines/schedules/and motions.

### I Call to Order

Randy Whitfield called the meeting to order at 1:40 PM.

### II November 19, 2011 Meeting Notes

The November 19, 2011 meeting minutes were approved without any amendments.

### III Regional Climate Change Compact

Nancy Gassman from the Broward County Natural Resources Planning and Management Division made a presentation to the group entitled "Climate Science as the Basis of the SE FL Regional Climate Action Plan". She informed the group that the first Southeast Florida Regional Climate Leadership Summit was held on October 23, 2009. The objective of the forum is to use science as the foundation for good public policy and promote collaboration to develop a regional climate action plan. Nancy explained the "Greenhouse Effect" and its effects on temperature change and climate instability. The regional greenhouse gas work group analyzed data from 2005 through 2009 and found that 44% of the regional emissions were contributed by transportation as opposed to the national average of 33%. The planning and redevelopment division performed a vulnerability assessment which shows what could happen if no actions are taken to reduce these emissions. In addition to an increase in average temperature, the sea level could rise as a consequence of climate change resulting in the following:

- Salt water intrusion into drinking water aquifer, with coastal well fields being especially vulnerable
- additional constraints on already taxed flood control system
- Impacts public infrastructure and private properties above and below ground
- Cause beach erosion and loss, and impact coastal and terrestrial ecosystems.

The four counties of the SE FL Regional Climate Change Compact brought together a group of local sea level rise experts to develop a sea level rise projection for the region. According to the data, the sea level has risen 8-10 inches over the last 100 years. If that trend continued, five inches of sea level rise is expected by mid-century. However, experts agree that the sea level rise will accelerate during this century, resulting in 3-7 inches of sea level rise from today's levels by 2030 and up to 2 feet of sea level rise in the next 50 years.

The Climate Compact worked with National Oceanographic and Atmospheric Administration, the South Florida Water Management District and GIS experts in the four counties to develop a method to perform inundation mapping and vulnerability analysis. The maps that were developed identify areas that will be below mean high tide at the one foot, two foot and three foot sea level rise scenarios. These maps are intended to be used for planning purposes. In other words, they would help to identify areas of concern. For

example, they might help to identify a bridge that has an approach with a low elevation but they cannot be used to develop the new design specifications for that bridge.

Nancy concluded that it is important that transit, Transit Oriented Development, road construction standards and access management planning activities consider projected sea level rise into the future.

Debbie Griner of Miami-Dade County and a transportation work group member and staff support to the Compact Steering Committee discussed transportation related recommendations of the SE Florida Regional Climate Change Action Plan. The overall objective of the plan was and still is to integrate climate adaptation and mitigation into existing systems; and to develop a plan that can be implemented through existing local and regional organizations. It provides a framework for regional-scale action to reduce greenhouse gas emissions and prepare southeast Florida for the impacts of global climate change and aims at the following:

- development of policy guiding documents through all the local governing bodies,
- development of operational guidance documents for the development of consistent goals and measures throughout the various governments in the region,
- a coordinated multi-disciplinary outreach and education program, and
- the opportunity for focused and prioritized investments

The steering committee established three working groups: built environment, land & natural systems and transportation. These groups involved more than 100 subject matter experts from wide variety of backgrounds. The transportation work group comprised of entities with transportation planning and operations responsibilities. The work groups identified and prioritized issues by looking at the expected effects of climate change, such as sea level rise, changes in precipitation levels and frequencies, higher water tables, more flooding and higher moisture content in soils. The recommendations to address the identified issues were considered against seven criteria:

- Emission reduction potential
- Vulnerability reduction potential
- Feasibility of implementation
- Co-benefits of other sectors (social, economic, environmental)
- Cost-effectiveness
- Funding source
- Economic development potential

The final set of recommendations was then presented to a Super Committee to further review, consolidate, and categorize the numerous recommendations.

Some of the key transportation related recommendations of the plan are as follows:

1. Adaptation Action Areas (SP1 – SP8)
  - Identify types of adaptation action areas based on vulnerability analysis
  - Incorporate AAA designation into local comprehensive plans and regional planning

2. Focus Investments & Service Expansions to Reduce Emissions and Improve Resiliency (SP9)
  - Identify and articulate goals and objectives within the RL RTP contributing to GHG reduction and resiliency
  - Higher priority for infrastructure investments, programs, and services contributing to GHG reduction and resiliency
  - Incorporate metrics as evaluation criteria and processes to prioritize projects that meet RL RTP goals and objectives into local and regional planning and programming
3. Modify or Develop new Design Standards for Transportation Infrastructure located in Identified Vulnerable Areas (SP10) and Design to Effectively Remove Water from the Roadway
4. Support Effective Planning and Implementation of Transit Oriented Development (SP12)
  - Recognize that planning for TOD requires consideration of transit and land use issues at the system, corridor and station levels
  - Develop policies to streamline approval processes involving TOD
5. Identify transportation infrastructure at risk from climate change in the region (RR5)
6. Develop adaptation actions that prioritize the people, places, and infrastructure most vulnerable (RR6)
7. Complete, expand and connect networks of bicycle and pedestrian facilities, including support access to transit (EF8)
8. Provide seamless transitions to increase the use of low carbon modes for the movement of people and freight in the region (EF16)

At the end of her presentation, Debbie asked the group to provide comments on the recommendations. She informed the group that Fourth Annual Leadership Summit will be held in fall 2012 and will be hosted by Palm Beach County.

Jeff Weidner asked if the activities of Compact are in some way tied to future federal activities or if they are just to warn the region of the impacts of greenhouse gas emissions. Debbie replied that the activities are part of the regional blueprint and will also be coordinated with other efforts to get more funding from the federal government.

Greg Stuart said that any recommendations to move freight off the road and onto rail in order to reduce emissions should take into account the unintended impacts to the system e.g. creating a worse situation by blocking traffic on the arterials by putting more freight on the rail.

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**IV South Florida East Coast Corridor Study/Fast Start Evaluation Process**

Randy Whitfield opened the item stating that the 3 MPO's need to work with the DOT and RTA in order to objectively assess their FEC related studies that were presented to the SEFTC in late 2011. Revelations from this assessment will help to make the group move forward together. He stated that there were two options which included either using one of Greg's consultants or using the regional consultant to evaluate the studies. One concern that was raised would be conflict of interest that would arise if the selected consultant was involved with either of the studies conducted by DOT or RTA. There were three proposals that were received – one each by HNTB, Kittelson, and HDR. Each proposal had a list of evaluation criteria that Kim Delaney had prepared as a basis. All three proposals only differed in cost by approximately \$1,500. Randy Whitfield stated that Kittelson was the recommended firm to perform the work because they did not have a conflict of interest and they also had available funding in their current Regional Support contract; therefore, additional funding would not need to be contributed from the three MPOs. Jessica Josselyn then gave an overview of the team Kittelson had assembled to conduct the evaluation and provided a brief background of the key team members Frank Spielberg and Richard Wiersema. Randy Whitfield gave a description of what the process would be regarding the assessment: The group would meet with each agency independently to gather data and ask questions; and a report would be completed in the July timeframe.

Jonathan Roberson asked if FEC is involved in the process. Randy Whitfield replied that they are talking with us now but they will be brought in during the assessment. Lois Bush told everyone that the FEC has suggested that it does not want to be involved in the evaluation.

Randy Whitfield proposed to approve the Regional Consultant contract amendment at the SEFTC meeting on January 23, 2012.

Jonathan Roberson asked if the data available in the two studies is equal. Randy Whitfield stated that it is not equal and that was always known. The intent of the evaluation is to see what are the differences and commonalities between the studies and to point out the missing pieces, if any. The evaluation is expected to be completed by July with a draft report of conclusions and recommendations due in April and a final report to be delivered in July. Randy informed the group that the senate has filed a legislation to change the make-up of the RTA.

**V HUD Sustainable Communities Initiatives Grant Status Report**

Randy Whitfield stated that there is no signed contract yet.

**VI 2040 Regional Long Range Transportation Plan Scope**

Randy requested that everyone willing to provide comments on the 2040 RL RTP should do so by Friday, January 20, 2012. The group then discussed a cost estimate for the project based on previous figures and modeling costs. The estimate is that approximately \$700,000 to \$800,000 would be available for the project. This cost does not include the regional freight update. Neither FDOT District 4 nor FDOT District 6 would contribute any money towards this effort.

Jeff Weidner provided an update on the regional freight update. He said that the effort will be less than the last time and would cost around \$150,000 which would include contributions in the order of \$75,000 from the FDOT and \$25,000 from each of the three MPOs. He said that he can either use the district-wide contract or add the scope for the regional freight update into the RL RTP scope. However, he prefers to keep it a separate project than the RL RTP. He would use his \$75,000 first while the MPOs give their contribution later. Greg Stuart agreed with the plan. On a side note, Greg Stuart asked if the group would agree to do one LRTP instead of doing three separate local plans to save money. The Miami-Dade MPO replied they would desire to maintain preparing three separate local LRTP's in combination with the RL RTP.

Greg Stuart wanted to know the rationale behind no contributions being made by the two FDOT Districts. Phil Steinmiller and Steve Braun replied that the two districts are paying for the modeling effort as well as the freight plan. In addition, they have provided technical support on the district-wide contracts throughout the years over and above line item contributions. Phil stated that District 6 has never funded the RL RTP effort and would not sway away from that historical trend unless there is a compelling reason to do so. Greg asked as to why not add the scope of work for the regional freight update to that of the RL RTP. Randy Whitfield said that doing so would limit the RL RTP team selection given the specialized nature of the freight planning. It would be better to use separate specialized firms to do the two jobs. It was agreed that the MPOs should plan to budget the following amount for various projects:

*FY13 - \$50,000 for modeling*

*\$25,000 for regional freight update*

*\$100,000 for the RL RTP*

*FY14 - \$100,000 for the RL RTP*

*FY15 - \$100,000 for the RL RTP*

Wilson stated that in the previous years they were able to plug the regional transit master plan into the RL RTP which resulted in savings. Lois Bush asked how the climate action plan will be handled. Randy Whitfield said that the presentation made earlier in the day showed that the major roadways in the region will not be impacted. It is the local system that will be impacted the most but it does not form a part of the RL RTP. Lois added that it should be remembered that the presentation tells us what areas to focus on. Phil Steinmiller said that the presentation was based on historical data which was then forecasted to produce future scenarios. From our day-to-day experience working with the transportation data we have found that this is not always true. The science behind the projections made in the presentation is not clear. It would be advisable to monitor the future trends. Jeff Weidner was of the opinion that since the climate action plan was signed by all four counties it should be included into the RL RTP.

Randy Whitfield then asked the group who was going to administer the 2040 RL RTP. Randy Whitfield offered to manage the work from the start until his retirement and pass on the responsibilities to his successor. Miami-Dade MPO and Broward MPO also offered their help to manage the RL RTP process. Randy was hopeful that he could get the process for awarding the RL RTP completed by July 1<sup>st</sup>, 2012. It was decided that Randy Whitfield

would administer the RL RTP contract for now and that the three MPOs would have a discussion to iron out details at a later date. Wilson Fernandez stated that Randy will initiate the process using his money and the other two MPOs will subsequently provide their share.

Greg Stuart raised the issue of Randy's retirement and said that there could be problems further ahead if Palm Beach MPO's funding is used initially. Randy said that it is something that the three MPOs need to figure out but it doesn't need to be now. Lois Bush suggested adding a project management committee. Randy will share a copy of the scope of work for the RL RTP so that Greg Stuart can share it with his Board. Wilson Fernandez inquired if it is possible to include the scope into the SEFTC meeting agenda. Randy will incorporate the process and RL RTP scope into the SEFTC agenda package. Jeff Weidner asked if it would be possible to talk about the regional freight plan as well at the SEFTC meeting. Randy Whitfield agreed that would be added as well.

## **VII SEFTC 5-Year Work Plan**

Randy Whitfield opened the item for discussion. The SEFTC was created to carry out the duties and responsibilities of a separate administrative entity to serve as a forum for coordination and communication among the Miami-Dade, Broward and Palm Beach MPO's, FDOT Districts 4 and 6, the Florida Turnpike Enterprise, the South Florida Regional Transportation Authority, the South Florida Regional Planning Council, the Treasure Coast Regional Planning Council, Monroe County, Martin County MPO, St. Lucie County MPO and other agencies and organizations involved in transportation planning and programs in South Florida. Coordination includes long range transportation planning, short range programming and activities to support regional multimodal transportation projects. The results of the coordination process are provided to the various agencies as guidance in the development of other required transportation plans and programs within the tri-county region.

Phil Steinmiller inquired about the amount of SEFTC duties. Randy Whitfield said that there are six duties in the amended agreement. Phil asked why the work plan identified two different regional reports. He sees benefit in SEFTC writing a report but does not see any added benefit of FDOT writing a report too. Lois suggested to rephrase the text to state 'any' FDOT regional report. Phil then asked if the transportation outreach program shouldn't be part of the planning process. He also asked why the word 'evaluation' was added in the regional prioritization process description. Randy clarified that it was just in regards to the prioritization process and that nothing additional was being intended to be done. Phil suggested adding clarification regarding TRIP approval versus the overall RL RTP prioritization process. He stated that he thinks that we need to adjust our approach in the 5 year plan to be more focused on projects and less on the process. Wilson Fernandez suggested taking out the regional trucking survey item from the plan.

## **VIII SEFTC Meeting – January 23, 2012**

Randy Whitfield informed the group that the next SEFTC meeting is scheduled for Monday, January 23, 2012. He went through the proposed agenda for the SEFTC meeting and asked the group if they would like to suggest any modifications to the agenda.

Based on the response from the people present in the room, the SEFTC meeting agenda will be updated as per following:

- FEC Fast Track item will be added to the agenda
- SF Regional Rail Report will be removed from the agenda
- RL RTP process and freight process will be added under the New Business item

**IX Performance Measures/Prioritization Process**

Jessica Josselyn gave an overview to the group on what she is doing related to the performance measures/prioritization process. She had brought the report card to the last RTTAC meeting but it could not be discussed due to lack of time. She stated that they are slowing down the progress on purpose so that they could focus on the FEC evaluation for the time being. Ultimately though, she wants to make the prioritization process simplified and implementable for the 2040 RL RTP. Lois Bush offered her help in reaching out to people if Jessica required so.

**X Regional Report**

The Southeast Florida Transportation Council will provide a report annually documenting the progress and accomplishments of regional goals and objectives. The report will include indicators related to transportation operations in the three counties as well as accomplishments of SEFTC during the previous year. The Council and staff will also participate in development of FDOT regional reports.

Lois Bush passed the proposed steps for the SEFTC 2011-2012 Regional Report documentation to the group. These steps are shown in the table below:

SEFTC – 2011-12 Regional Report (Final Post-2000 U.S. Census Regional Report)	
Steps	Schedule
Discuss and reach agreement on the steps and schedule.  COMPLETED – January 11 RTTAC meeting	The regional report will be maintained as a discussion item on RTTAC meeting agendas until it is finalized.
Update the regional report checklist to be attached to the regional report. The updated checklist may incorporate the initial SEFTC annual report card.	MPOs complete a draft updated checklist by April 30. Any FDOT comments on it are due to the MPOs by May 14 (within two calendar weeks).  The MPOs transmit the final updated checklist to FDOT by May 28 (within two calendar weeks of receipt of comments).
Complete the regional report.	FDOT completes the draft report by June 1. Any MPO comments on it are due to FDOT by June 15 (within two calendar weeks).  FDOT finalizes the report by June 29 (within two calendar weeks of receipt of comments).
Distribute and present regional report.	FDOT will distribute the finalized report.  The report will be presented at the next scheduled SEFTC meeting.  Offer presentations to the Palm Beach, Broward and Miami-Dade MPOs (advisory committees and boards).

Lois Bush requested that the regional report be discussed during the RTTAC meetings. Randy Whitfield agreed to the idea. The MPOs will have their draft checklist ready by

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April 30<sup>th</sup>. Wilson Fernandez asked if the MPOs will become more involved in the process upfront rather than in the end. Lois said that the item to include MPOs earlier in the process is in the initial checklist. She mentioned that the following review convention will apply - comments by FDOT on the MPOs' regional report checklist and comments by the MPOs on FDOT's regional report will be limited to ones identifying any factual errors or content needing clarification.

**XI Other Business**

Wilson Fernandez brought up a data purchase from Airsage for discussion. He thinks that it would be useful for the Miami-Dade County to purchase the data and leverage it for the region. Jeff Weidner thinks that it should be a statewide purchase and would be better if the FDOT Central Office did it. No final decisions were made regarding this topic.

**XII Next RTTAC Meeting – February 15**

The next RTTAC meeting will be held on February 15, 2012 at the SFRTA.

**XIII Adjournment**

The meeting was adjourned by Randy Whitfield.



## MEMORANDUM

TO: RTTAC Members

FROM: Randy M. Whitfield, P.E.  
Director Palm Beach MPO

DATE: February 15, 2012

RE: **South Florida East Coast Corridor Study/Fast Start Evaluation Process**

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FDOT initiated the South Florida East Coast Corridor Study (SFECC) several years ago to evaluate the feasibility of passenger rail service on the FEC railroad in the three-county area. The study has progressed to the identification of a Locally Preferred Alternative (LPA) which has been accepted by the Palm Beach and Broward MPOs. The LPA is currently under evaluation by the Miami-Dade MPO. FDOT is completing revisions to the ridership models to meet FTA requirements and performing other tasks necessary for Federal grant procedures. Implementation is still several years in the future.

SFRTA has developed the Fast Start proposal to provide passenger service on the FEC railroad in 3-5 years. The service would be use existing and ordered equipment to operate a limited number of trains on the FEC. Current services would be split approximately 50-50 in the Pompano Beach area. New services would operate six daily trains Jupiter to Miami and more trains in the Fort Lauderdale-Miami downtown portion of the corridor.

Both plans were presented to SEFTC at the November 30 meeting. Following discussions by the members and staff resulting in a number of outstanding questions and concerns, the Board requested FDOT and SFRTA work with MPO staffs to evaluation the current plans and their status with a goal of developing a single plan for passenger service on the FEC railroad. Similar action was taken by the Palm Beach MPO. At the January 23 meeting, SEFTC approved the proposal to use the Treasure Coast RPC and Kittelson.

Initial meetings were held with FDOT on February 2 and SFRTA on February 9. At those meetings, MPO, TCRPC and Kittelson staff reviewed the preliminary evaluation criteria and discussed the data needs with each agency. Once the data is received, the

staffs will review and evaluate the materials received. Further meetings will be held with the agencies to report on results and request clarification where needed. Interim reports will be provided to RTTAC and SEFTC during the process with the final report scheduled for the July SEFTC meeting

**Staff Recommendation: For discussion and direction.**

RMW/eer



MEMORANDUM

TO: RTTAC Members

FROM: Randy M. Whitfield, P.E.  
Director Palm Beach MPO

DATE: February 15, 2012

RE: **HUD Sustainable Communities Initiative Grant Status Report**

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The regional planning councils are moving forward with the process to develop a 2060 Regional Vision Blueprint (RVB) for seven counties in Southeast Florida. An Action Plan has been prepared for the activities for development of the Regional Vision Blueprint. Discussions are underway relative to the modeling activities and the RL RTP process. A status report on the contract and action plans will be provided at the meeting.

**Staff Recommendation: For information purposes.**

RMW/eer



MEMORANDUM

TO: RTTAC Members

FROM: Randy M. Whitfield, P.E.  
Director Palm Beach MPO

DATE: February 15, 2012

RE: **2040 Regional Long Range Transportation Plan Scope**

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The committee is continuing its discussions for preparation of the 2040 Regional Long Range Transportation Plan (RLRTP). Following the discussions at the last meeting session, the attached revised Scope of Services was prepared. A cost of \$700,000-800,000 was estimated. Discussion of the process for distributing the RFP and selection of the consultant was also initiated. The scope and the process need to be finalized for presentation and action by SEFTC at the April meeting.

**Staff Recommendation: For discussion purposes.**

RMW/eer

Attachments

**2040 Regional Long Range Transportation Plan for  
Southeast Florida Transportation Council  
DRAFT Scope of Services 1-20-12**

The 2000 Census combined portions of Miami-Dade, Broward, Palm Beach, and Martin counties into the Miami Urbanized Area (UZA). Following this designation, the Governor and the Miami-Dade, Broward and Palm Beach MPOs agreed to maintain the three MPOs and their transportation planning processes with enhancements to address mobility of people and goods in Southeast Florida. The Southeast Florida Transportation Council (SEFTC) was created by the three MPOs to coordinate and carry out the activities necessary to meet the regional transportation planning and coordination needs. The Regional Long Range Transportation Plan for Southeast Florida (RLRTP) is the key tool linking the three county Metropolitan Planning Organizations (MPO's) long range plans together. In 2010, SEFTC adopted the 2035 Regional Long Range Transportation Plan for the region which evolved from efforts during the 2030 Plan updates for a common regional element. The 2035 RLRTP document provides a set of highway and transit improvements for the region developed in coordination with the respective local long range transportation plans using local and regional costs and revenues.

SEFTC is now initiating an update of the adopted 2035 RLRTP to extend the planning horizon to 2040. The 2040 RLRTP will include the following components:

- A regional transportation network that addresses all modes of travel for the movement of both people and goods.
- Regional goals, objectives and measurements of effectiveness.
- Transportation Demand Management (TDM) measures that reduce demand on the regional transportation network and Transportation System Management and Operations (TSM&O) measures that maximize the efficiency of the regional transportation network.
- A financial plan that lays out the existing and potential funding sources and mechanisms required to implement the strategies of the RLRTP.
- A transportation system performance evaluation that lays out the ability of the proposed plan to address challenges and opportunities in the tri-county area.
- A Regional Needs Assessment.
- A Regional Cost Feasible Transportation System Plan.
- A regional prioritized plan of projects for implementation.
- A Strategic Plan that identifies additional programs and projects beyond the Regional Cost Feasible Plan for further exploration if and when the possibility of additional funds become apparent in the future (Illustrative Projects).
- A Plan that reflects the interaction between land use and transportation.

The regional level planning efforts will be closely coordinated with local 2040 LRTP updates underway during the same time frame as well as other regional planning efforts impacting the transportation system of Southeast Florida. To ensure coordination with the individual 2040 LRTP updates, an integrated set of tasks will be established for this project including the following elements:

- coordination with the Southeast Florida Regional Visioning Blueprint activity,
- regional goals objectives and measures of effectiveness complementary to local plan updates,
- coordinated public involvement activities conducted for regional and local plan public involvement activities,
- regional travel demand modeling activities, and
- coordinated regional transportation needs, priorities, cost feasible projects and revenue projections with local plans.

Preparation of the regional plan will be a collaborative effort that incorporates the tasks conducted for the three county LRTP's and the RL RTP to provide a complete transportation system for Southeast Florida. A Regional Consultant will be retained to carry out the identified tasks in this Scope to prepare the 2040 RL RTP and other activities in support of regional transportation planning efforts for the tri-county area.

### **Roles & Responsibilities**

The Regional Consultant is responsible for completing the coordination, technical support, and documentation described in this Scope of Services. The Regional Consultant will collaborate with the SEFTC, the Regional Transportation Technical Advisory Committee (RTTAC) and any subcommittees on the strategic direction of the RL RTP, prepare and make presentations to the SEFTC, coordinate and participate in technical and public involvement activities with local MPO staff, coordinate modeling efforts with FDOT District IV and VI and local MPO staffs, support SEFTC and RTTAC, and provide direction, oversight, quality assurance, and quality control of all Regional Consultant work.

SEFTC is the decision-making body for the RL RTP. It is responsible for establishing the transportation vision, goals, and objectives of the RL RTP; endorsing the Cost Feasible Plan, the Finance Plan; and, support implementing the RL RTP. The Regional Consultant will support SEFTC by preparing and presenting interim and final RL RTP products for review, approval, and adoption.

A Regional Project Management Team will be identified to oversee the 2040 RL RTP preparation and facilitate interaction between the Regional Consultant and the various stakeholders in the development of the RL RTP. The RTTAC will serve in a technical advisory role to the SEFTC. Key interim deliverables and the draft RL RTP will be vetted with the RTTAC before being completed and/or presented to the SEFTC for action. The RTTAC will also serve in a coordination role between the RL RTP, the MPO LRTPs, and any other planning effort of significance to the region. RTTAC members will review all materials provided in advance of meetings, regularly attend all meetings, provide timely responses to action items resulting from the meeting summaries, and collaboratively work with the Regional Consultant to successfully complete the RL RTP.

Under this scope of services, the Regional Consultant will perform the following tasks for the RL RTP for Southeast Florida:

- 1.0 Project Management
- 2.0 Schedule Coordination

- 3.0 Project Initiation and Data Assembly & Review
- 4.0 2060 Southeast Florida Regional Vision Blueprint Coordination
- 5.0 Regional Goals, Objectives, Measures of Effectiveness/ Performance Measures
- 6.0 Regional Public Involvement
- 7.0 Regional Modeling
- 8.0 Regional Revenue Resources
- 9.0 Regional Needs Assessment
- 10.0 Regional Transit System Master Plan (RTSMP)
- 11.0 Regional Project Prioritization
- 12.0 Regional Non-Motorized Transportation
- 13.0 Regional Cost Feasible Plan
- 14.0 Regional Transportation Network
- 15.0 Documentation
- 16.0 Meetings
- 17.0 Staffing Support

Tasks 1 through 17 are discussed in further detail on the following pages.

## **1.0 PROJECT MANAGEMENT**

The purpose of this task is to ensure the timely and satisfactory completion of the RL RTP and coordinate it with the local MPO LRTPs. This will be accomplished through collaboration of the Regional Contract Manager and the Regional Consultant Project Manager, as they oversee and direct the work performed by staff, consultants, and decision-makers. The Regional Contract Manager and the Regional Consultant will communicate on a frequent basis, through meetings, teleconferences, and emails. Each will be working to support the other to plan and implement the scope of services and incremental steps to successfully complete the project.

The Regional Consultant will manage and conduct the consultant services for the 2040 RL RTP under the direction of the Regional Contract Manager and in accordance with the budget allocation by task that is mutually agreed to for this project. Budget allocations by task are provided as estimates only and not strictly binding.

## **2.0 SCHEDULE COORDINATION**

The Regional Consultant will obtain local MPO LRTP project schedules from appropriate RTTAC members and combine them into a Master Schedule that lists the project milestones, meetings, and deliverables and represents how regional and local plan activities will be coordinated. The Regional Consultant will also obtain project schedules for other relevant study activities underway in the same time frame which may include freight planning, transit planning and the 2060 Southeast Florida RVB preparation. The Regional consultant will identify complementary tasks in the various planning efforts to avoid duplication and to coordinate activities and schedules. The Regional Consultant

will also identify potential scope and/or schedule conflicts, develop suggested solutions, and present these to the Regional Contract Manager and the RTTAC for resolution and clarification.

### **3.0 PROJECT INITIATION AND DATA ASSEMBLY & REVIEW**

The purpose of this task is to initiate interactions between the Regional Consultant and RTTAC and establish the planning premise and set of key assumptions upon which the RL RTP is to be based. The Regional Consultant will compile and review documents and data that pertain to the regional transportation system and existing and forecast travel activities in the three-county area. State and federal expectations for regional long-range transportation plans will be reviewed as a part of this task. Other documents may include, but are not limited to, airport master plans, seaport master plans, inland port/intermodal logistic center studies, the SFRTA strategic regional transit system plan, transit operating data, local and statewide freight and goods movement studies, transit development plans, congestion management plans, and available 2060 Southeast Florida RVB material. The Regional consultant will also review regional activities related to environmental plans such as the Comprehensive Everglades Restoration Plan, climate change in the Southeast Florida Regional Climate Change Action Plan and energy conservation planning by the Gold Coast Clean Cities Coalition. The Regional Consultant will review regional plans from other areas to identify applicable planning approaches.

The documents and data will be reviewed and summarized by the Regional Consultant, in terms of regional impact and relevance to the RL RTP. The Documents and Data Summary will also include any potential conflicts among the studies or inconsistencies that must be addressed and resolved by the RTTAC.

The Regional Consultant will meet with the RTTAC to initiate the overall project; review the Master Schedule, key milestones, and roles and responsibilities; determine the methodology and details required to develop the Plan and, discuss the Documents and Data Summary. The RTTAC will work to determine the appropriate means of resolving the identified conflicts and inconsistencies for the purposes of the RL RTP.

The Regional Consultant will prepare and deliver a Summary of Assumptions and Actions, as an outcome of the RTTAC meeting that describes the actions to be taken by specific agencies to ensure consistency as the 2040 RL RTP and the local 2040 LRTPs are developed. The Regional Contract Manager will distribute the Summary of Assumptions and Actions to each agency that is responsible for timely implementation of these actions.

Finally, the Regional Consultant will provide the Regional Contract Manager with a RL RTP Checklist that reflects the elements of the scope and summarizes the state and federal expectations for such plans. The Regional Contract Manager and Regional Consultant Project Manager will use this Checklist as a means of monitoring progress toward satisfactory completion of the RL RTP.

### **4.0 2060 SOUTHEAST FLORIDA REGIONAL VISION BLUEPRINT COORDINATION**

In February, 2011, the Southeast Florida region executed a cooperative agreement with the U.S. Department of Housing and Urban Development for a Sustainable Communities Initiative grant to prepare a “Regional Vision and Blueprint for Economic Prosperity” for the seven-county Southeast Florida region. The following steps will be taken to achieve and sustain the RVB:

- Build long term collaborative partnerships;
- Build and support the region’s leadership capacity;
- Measure where the region currently is and where it will likely be if trends continue;
- Identify a vision of the future with better outcomes than identified in the current conditions and trend analysis;
- Engage communities in developing plans and achieving the RVB with emphasis on equitable and achievable outcomes; and
- Develop strategies to implement the RVB and measure progress towards the RVB outcomes.

A Consortium of local agencies, organizations and governments was created to perform the activities required to develop the RVB. The South Florida and Treasure Coast Regional Planning Councils are responsible managing and directing the activities in support of the Consortium. The MPOs and other agencies represented on the RTTAC are members of the Consortium and will be the primary mechanisms for the transportation element of the RVB. The 2040 RL RTP will be closely coordinated with the RVB activities to ensure the visioning activities and data preparation are compatible.

The purpose of this task is to monitor the 2060 Southeast Florida visioning process and strive for compatibility and consistency between the RVB, the RL RTP and the local LRTPs. The 2040 RL RTP and the 2060 RVB will rely on socio-economic data prepared by the MPOs for plan development. There are several points in the local and regional LRTP process where the Regional Consultant will obtain information from the 2060 RVB process: (1) Goals, Objectives, and Measures of Effectiveness (GOMs); (2) Scenario development; (3) Needs Plan development; and (4) Cost Feasible Plan development and project prioritization. The Regional Consultant will identify elements from the 2060 RVB process that should be considered and provide information to the RTTAC as the 2040 RL RTP process continues.

## **5.0 REGIONAL GOALS, OBJECTIVES, AND MEASURES OF EFFECTIVENESS/PERFORMANCE MEASURES**

The purpose of this task is to revise and update, where applicable, the regional goals, objectives and measures of effectiveness/performance measures for the RL RTP to ensure the plan is in-line with the 2060 RVB, the 2060 Florida Transportation Plan, and other applicable plans. The Regional Consultant will review the eight SAFETEA-LU or successor federal planning factors, the MOE/PMs adopted in the 2035 RL RTP and the GOMs developed for the three MPO LRTPs in developing the 2040 RL RTP GOMs. Using this information, the regional MOE/PMs will be developed. Particular emphasis will be placed on refining the MOE/PM’s to ensure clear connections exist between the goals and objectives and the list of regionally prioritized projects that are the key outcome of the RL RTP. It is understood that measures identified will be quantifiable using available information to the maximum extent possible and readily available for inclusion in analysis.

## **6.0 REGIONAL PUBLIC INVOLVEMENT**

The purpose of this task is to ensure that the public of the tri-county region is aware of and involved in the regional transportation planning. The Regional Consultant will participate in public involvement activities of the three MPO LRTP updates and the 2060 Southeast Florida RVB effort. The Regional Consultant will provide information and materials to be included in the local activities which are designed to solicit input on regional transportation concerns and proposals. The Regional Consultant will provide these materials for meetings, workshops, newsletters and similar functions to inform the public and solicit input.

The Regional Consultant will develop a Regional Public Involvement Plan utilizing a committee composed of the local MPO LRTP public information staff and the local consultants in a public involvement strategy workshop to coordinate communications with the public and determine strategies for regional and local public involvement activities. The RPIP will serve as the lead public involvement document to provide consistency with local outreach activities. The Transportation Outreach Program will be incorporated into the Public Involvement Plan strategies. The Regional Consultant will attend and participate in public events for each MPO LRTP to receive input directly on the RL RTP. The Regional Consultant will develop and provide maps, brochures, visual material and other items as appropriate for use in obtaining public input for the planning process.

Each of the three MPOs will provide public involvement materials and information related to their respective LRTPs to the Regional Consultant. The Regional Consultant, with assistance of the RTTAC, will obtain other regionally significant plans that are connected to or impacted by transportation investments such as Palm Tran, Broward Office of Transportation, Miami-Dade Transit, South Florida Regional Transportation Authority, Treasure Coast and South Florida Regional Planning Councils, Florida Department of Transportation District IV and VI, Florida Turnpike Enterprise, Port of Palm Beach, Port Everglades, Port of Miami, Palm Beach International Airport, Fort Lauderdale-Hollywood International Airport, and Miami-Dade International Airport. The Regional Consultant will prepare Regional PI material using the information gathered above. The Regional consultant will also use internet social media to expand awareness and participation in RL RTP activities.

The Regional Consultant will develop and maintain a website that contains information and input from the public related to the RL RTP update. This website will contain links to the local MPO LRTP websites, as well as the website for the 2060 Southeast Florida RVB. RL RTP material will be provided to the staff and consultants working on the local plans to be incorporated into their website updates. The Regional Consultant will place notices of public meetings in the news media (major newspapers, radio, public access TV, local community newspapers), where the regional planning issues will be presented.

All comments and concerns relevant to the regional planning efforts received at the various public involvement activities will be documented by the local MPO PI staff and provided to the Regional Consultant for inclusion in the RL RTP. Also, all input related to transportation received from the 2060 Southeast Florida RVB efforts will be compiled and utilized as input to the development of the RL RTP. The Regional Consultant will compile and summarize all the regional PI related comments at the conclusion of the Regional Cost Feasible Plan.

The Regional Consultant will identify measures of effectiveness for the public involvement efforts addressing the RL RTP and report on them as part of the RL RTP documentation. The public should be broadly defined for this purpose (residents, businesses, students, visitors, etc.).

The Regional Consultant will perform an evaluation of the effectiveness of the PIP efforts. The purpose of carrying out this evaluation is:

- To obtain strategic feedback with the potential to improve and increase the effectiveness of comprehensive public participation processes in the future.
- To evaluate how effectively the public has been educated, informed, and encouraged to actively participate in the transportation planning process, with particular emphasis on the early identification and involvement of potentially impacted individuals, communities, and stakeholders.

The consultant will develop, track, and analyze the following and any other identified evaluation criteria:

- Public Meeting/Workshop Surveys:
  - Develop a brief survey/questionnaire, to be administered by MPO staff at the public meetings/workshops, for participants to judge the value of the activities and determine if typically under-represented groups participated (requesting their zip code could achieve this task).
- Analyze whether or not input and comments from the general public are pertinent and substantive, showing understanding of the project's information.
- 2040 RL RTP Website:
  - Track hits, visits, and page views
  - Track returning visitors vs. new visitors
  - Track length of visit to the homepage and to each specific webpage
  - Create a pop-up box when a visitor initially visits the website to ask if they will supply their zip code (this will assist us in tracking locations)
- Review noted failures and successes to determine the value of the overall outreach effort.

## **7.0 REGIONAL MODELING**

The purpose of this task is to ensure the modeling portion of this project is clearly defined and assigned to the appropriate staff throughout the region. The Regional Consultant will have primary responsibility for performing regional modeling. Coordination and responsiveness will be critical between the three MPO LRTP staffs and consultants, and the Regional Consultant. The Regional Consultant will work closely with the RTTAC Modeling Subcommittee as modeling-related decisions are made throughout the duration of the project.

This process requires the Regional Consultant to compile and code inputs from the MPOs and their consultants, execute the Southeast Regional Planning Model (SERPM), and provide input and output files to MPO staff and their consultants and the Regional Consultant for review and analysis. The Regional Consultant will set standards and provide guidance for projects and coding.

Modeling review work for the Regional Consultant will generally focus on the regional transportation network and external travel. The following describes, for each plan alternative, the roles and responsibilities of the modeling process for the RL RTP

### **Task 7.1 Modeling for the Regional Needs Assessment**

- *The local MPOs will* – Submit their 2040 socioeconomic data and committed project information to the Regional Consultant.
- *The Regional Consultant will* - Prepare draft external passenger and truck trip forecasts using the Statewide Model, other regional models, and traffic count trends, then provide these numbers to the MPOs and FDOT Districts IV and VI for concurrence. The Regional Consultant will also update special generator trips for airports, seaports and other major logistic centers.
- *The Regional Consultant will* - Prepare a regional demographic profile of base and horizon year statistics and ratios obtained from each MPO for informational purposes only.
- *The Regional Consultant will* – Code and run the E+C 2040 network. The outputs will be distributed to the local MPOs for their alternative testing. The respective MPOs and their consultants will review and conduct quality control of SERPM network coding for the 2040 E+C network.
- *The Regional Consultant will* - Coordinate a meeting of the RTTAC Modeling Subcommittee to ensure continued communication during the development of the alternatives. During this meeting, it will be determined what baseline network will be used by each MPO as it develop their own alternatives.
- *The local MPOs will* – Develop baseline Needs scenario on the 2040 E+C network, and conduct their Needs Assessment on the baseline Needs network. The baseline network will be determined by the RTTAC Modeling Subcommittee, with the assistance of the Regional Consultant. This baseline will be necessary to ensure all counties are developing their alternatives in a consistent manner. Once the alternatives are finalized and the Needs are identified, the MPO will submit the highway and transit project coding information to the Regional Consultant for a QA/QC review.
- *The Regional Consultant will* – Code the 2040 Regional Needs Assessment based on the information submitted by the local MPOs and run the regional model. The model outputs will be supplied to the local MPOs for review. Revisions and updates will be made where necessary. The Regional Consultant will review the travel demand forecasts and MPO network alternatives in the vicinity of County line crossings and large regional intermodal facilities

- *The Regional Consultant will* – Analyze the 2040 Regional Needs Assessment to determine, from a regional perspective, what projects on the regional transportation network from each local alternative plan should be developed/alterd to determine a regional network alternative.
- *The Regional Consultant will* – Run the regional network alternatives (if additional projects/project alterations are developed) and revise where necessary based on the RTTAC review.
- *The Regional Consultant will* - Prepare and summarize the 2040 Regional Needs Assessment network model statistics for performance measure reporting and present to the RTTAC.

### **Task 7.2 Modeling for the Regional Cost Feasible Plan**

- *The local MPOs will* – Conduct analysis of local alternatives to develop their local LRTPs. Following these analyses, the local MPOs will provide the Regional Consultant their LRTP Cost Feasible Plan project coding information.
- *The Regional Consultant will* – Conduct a QA/QC review of the three counties LRTP Cost Feasible project information. The Regional Consultant will code the 2040 Regional Cost Feasible Plan, run the SERPM model and supply the model outputs to the local MPOs for review. Revisions and updates will be made where necessary.
- *The local MPOs will* – Review the 2040 Regional Cost Feasible model outputs.
- *The Regional Consultant will* - Prepare and summarize the 2040 Regional Cost Feasible Plan network model statistics for performance measure reporting. The 2040 Cost Feasible Plan will be presented to the RTTAC and the SEFTC for approval.

Any changes related to the modeling portion of this project must be approved by the Regional Contract Manager and the RTTAC Modeling Subcommittee prior to conducting the work.

## **8.0 REGIONAL REVENUE RESOURCES**

Under this task, the Regional Consultant will develop guidelines for regional revenue projections of transportation funding that will be available to support the region's cost-feasible plan. The Regional Consultant will coordinate revenue forecasts to ensure consistency of regional and local projections. The financial element of this plan will be developed through the completion of the following subtasks:

### **Task 8.1: Data Collection of Existing Revenue Sources and Forecast**

- Coordinate with the three MPOs who will identify existing transportation revenue resources and forecast the anticipated revenues through the interim and the horizon years based on historical records and current data provided by FDOT and MPO staff, and local governments and publications such as the Florida Department of Revenue (FDOR) and the Florida Legislative Committee on Intergovernmental Relations (FLCIR).

- Identify Federal and state fuel taxes as well as potential revenue sources that are made available for funding transportation improvement projects in southeast Florida.
- Compile revenue projections for public and private sources from each MPO based on historic data from the counties and cities as well as FDOT revenue forecasts. These will reflect FDOT “set-asides” including SIS and TRIP moneys.
- Where revenue forecasts are lacking, the Team will develop growth assumptions based on historical data and regional socio-economic conditions.
- Revenue projections will be extended through 2040. All revenues will be based on year of expenditure.

**Task 8.2: Identification and Evaluation of Potential Revenue Sources and Financing Tools to Implement and Maintain New Projects**

- Examine potential revenue sources and innovative financing tools that could be used to leverage additional transportation funding from local, state and federal sources. Potential revenue and financing examples include, but are not limited to:
  - Innovative finance (e.g., TIFIA, Private Activity Bonds, GARVEE bonds) and tolling provisions included in SAFETEA-LU and proposal for next authorization;
  - State grant programs;
  - Transit capital grants (e.g.. Section 5309 New Starts and Small Starts);
  - Tolling strategies (e.g., congestion pricing, and HOT lanes);
  - Public-private partnerships;
  - VMT fees (statewide and local);
  - Value capture
  - Local funding options available for implementation, such as local government infrastructure surtax, toll revenues, bond issues, impact fees, ad valorem taxes, municipal services taxing units or benefit, mobility fees, county incentive grant program, transit fares, and joint development programs.
- Develop a plan of action describing the steps necessary to enact some of the proposed sources, particularly those that require local action, including building support and consensus among the legislature and the voters.

**Task 8.3: Documentation of Financial Resources**

Document the development of the financial plan, review of existing, potential, and innovative funding policies, and cost estimation process and validation in a Technical Memorandum entitled “Financial Resources”. The information in this document will be presented to the RTTAC and SEFTC for approval.

## **9.0 REGIONAL NEEDS ASSESSMENT**

The purpose of this task is to develop a coordinated investment strategy for the tri-county region. The RL RTP for Southeast Florida will incorporate consideration of regional goals, objectives, and measures of effectiveness developed through all related regional activities and approved by the region's decision makers. Input from the Regional Freight Plan, the Regional Greenways and Trails Plan and other regional planning activities will be included in the development of the Needs Assessment. The recommendations from the Southeast Florida Regional Climate Change Action Plan, including associated transportation system vulnerability assessments, will be consulted in evaluating needs. The Regional Consultant will identify the recommendations impacting the development of the RL RTP and present the results to the RTTAC. Regional modeling will be closely coordinated and linked with this task. All modeling related activities for the Regional Needs Assessment will be documented under *Task 7: Regional Modeling*. Key activities under this task are shown below:

- Multimodal assessment of the mobility needs of people, freight, and goods movement throughout the region
- Modeling Activities identified under *Task 7: Regional Modeling*
- Documentation of the assessment for inclusion in the RL RTP
- Presentation to the RTTAC and SEFTC for approval

The development of the RL RTP will consider the effects of programs to implement Transportation Demand Management (TDM) and Transportation System Management and Operations (TSM&O) programs at the regional and local levels. The RL RTP will incorporate highways, transit, rail, waterway and non-motorized modes when determining movement of people and goods. The development of the RL RTP will also consider measures to reduce greenhouse gas emissions and the potential impacts of climate change on the transportation system.

## **10.0 REGIONAL TRANSIT SYSTEM MASTER PLAN (RTSMP)**

The Southeast Florida region has a population of over five million residents and has a transit system governed by multiple agencies that are responsible for the planning and operations of the transit network. To more effectively deliver premium transit services on a regional basis, a Regional Transit Master Plan will be developed to support the 2040 Long Range Transportation update efforts. The task will offer potential solutions within the region which provides additional transportation choices and the development of a shared transit vision so that the limited financial resources can be expended in an efficient manner.

### **Task 10.1: Regional Transit Market Research**

The Regional Consultant shall conduct research and analysis that will:

1. Identify major regional transit markets within the South Florida region including significant inter-county travel sheds.

2. Obtain and assess transit ridership and service levels along identified regional corridors.
3. Identify the strongest potential transit markets in Southeast Florida that would benefit from premium transit services in terms of geography, socio-economic characteristics, and travel characteristics.
4. Identify and assess the most important trends that will impact future travel behavior and will influence the necessary transit services.
5. Review and summarize operational analyses and needs as identified by transit providers.
6. Conduct Interviews with the transit operator's planning staffs to share and confirm research findings, and to further define short-term service deficiencies and service requirements.
7. Evaluate and document the effectiveness of the current transit services in meeting transit demands along these major regional transit markets.
8. The market analysis should identify groups of potential users of premium transit services that have similarities in characteristics, geography, and needs and who are likely to exhibit similar travel behavior and/or responses to changes in mobility including new and adjusted transit services.
9. Effective methods to document and communicate market patterns to stakeholders and the study team.

The Regional Transit Market Research effort will be based upon the collection and review of available information. Much of the information needed for this task will come from existing sources including:

1. County transit and South Florida Regional Transportation Authority (SFRTA) Transit Development Plans (TDP).
2. Comprehensive Operational Analyses conducted by Broward County Transit (BCT) and Miami-Dade Transit (MDT).
3. Origin-Destination surveys conducted for Tri-Rail; BCT; Palm Tran; I-95E, I-95X, and South Miami-Dade express services; and Metrorail.
4. County and Regional Long Range Transportation Plans
5. Building Blocks for a Southeast Florida Transit Master Plan, Technical Memorandum #3.
6. U.S. Census American Community Survey, National Household Travel Survey, Journey-to-Work data, and other sources.
7. SERPM model results for base and future year conditions.
8. Other relevant reports identified by the study team.

The Regional Consultant will be expected to identify and map directional demand flows at multiple levels including:

- Internal – flows within the region
- External – flows to/from areas outside the region
- County – flows between and across county lines
- Traffic Analysis Districts (TADs) – flows between and across TADs

The market research and analysis plan shall be submitted for approval prior to execution.

## **Task 10.2: Development of Transit Needs**

The Regional Consultant shall identify service deficiencies defined by travel markets, inefficiently served trip flows, and ineffective service concepts. The Regional Consultant will utilize the trip flow maps to work with the study partners to identify potential regional transit corridors beyond the E+C network or other planned transit projects. Deficiencies in the existing system (2035 on E+C) will be identified. This series of maps will be used to assist the study partners in the evaluation of existing and planned transit corridors as well as the identification of new or alternative regional transit corridors. A technical memorandum summarizing the trip flow analysis methodology, data, and findings shall be completed.

The Regional Consultant will utilize trip flow maps to work with the study partners to identify potential regional transit corridors beyond the E+C network or other planned transit projects. Deficiencies in the existing system (2035 on E+C) will be identified.

The Regional Consultant will develop a process and criteria to screen all potential transit corridors of regional significance serving major transit markets. This screening shall be accomplished using background information from the regional travel demand trip flow analysis, the SFRTA Strategic Regional Transit Plan and other past region-wide studies, and assumptions from corridor specific studies. This screening, performed in close coordination with the study partners, will help identify the highest opportunity corridors and concepts for further study. For each corridor, a conceptual project will be developed for additional evaluation based upon ridership potential, land use (with an emphasis on FTA land use criteria and projected densities), availability of right-of-way (ROW), the ease of implementation, demographics, and other considerations. The concept projects will define the assumed transit service characteristics for each high opportunity corridor. The Regional Consultant shall develop and document evaluation criteria to be used for comparative analysis of the identified high opportunity corridors. Emphasis should be placed on criteria previously utilized as part of the SFRTA Strategic Regional Transit Plan and the various regional transit plans documented in FDOT District 4's background research. Criteria utilized as part of FTA's New Starts, Small Starts, and Very Small Starts processes, as well as proposed changes to these FTA programs should also be considered for inclusion as part of the criteria development.

Those corridors demonstrating a viable potential of effectively improving the transit network based upon the screening analysis shall be further defined and evaluated. Transit corridor characteristics will be determined for each high opportunity corridor and shall include but not limited to travel speeds, whether shared or exclusive ROW, station/stop spacing, peak/off-peak frequencies, and service hours. The corridor service characteristics may vary by alignment chosen for testing, and may not be mode-specific. The Regional Consultant will also identify and recommend modal/alignment/corridor links and transfer location options that will serve as inputs to demand model testing. Fare policy assumptions will also be established. The Regional Consultant shall test the set of these transit corridor improvements as a singular run to the 2035 existing-plus-committed network. Wherever applicable, previous model runs for the individual high opportunity corridors (whether from SFRTA SRTP or individual project studies) will be utilized, with adjustments made to reflect the latest version of SERPM and new socio-economic data. This model run will form the basis of ridership and revenue estimates for the high opportunity corridors. The Regional Consultant will estimate demand and mode

split for each corridor. Transit versus auto travel times will be compared by corridor. In addition to the standard analysis performed for the set of these corridors, the Regional Consultant may be requested to model certain corridors with changes to the planned highway network in order to test the impact of reduced future highway capacity (i.e. “take a lane”) in a given corridor and the effect of transit ridership.

The Regional Consultant will develop generalized capital (i.e., infrastructure, rolling stock and facilities) and generalized annual operating and maintenance costs for each corridor based upon the service characteristics and technologies for each corridor. The Regional Consultant shall prepare a cost estimation methodology that can be used to update and modify corridor assumptions to test various implementation approaches, including phased implementation through the use of low capital technologies early with more capital-intensive improvements during later phases. To the extent possible, local cost experiences should be identified and utilized by the Regional Consultant in preparing cost estimates. Recent construction material and local labor costs must be considered. The Regional Consultant will prepare a preliminary assessment of each corridor utilizing the evaluation criteria developed, ridership projections, and other materials developed. The corridor assessment results will be used to group the individual transit corridors into at least two multiple transit network variations. These network variations could include groupings or packages of corridors with emphases on specific characteristics or purposes (such as mode, ridership, costs, ease of implementation, development/redevelopment potential, adjacent land use characteristics, etc.) Model runs shall be performed for the multiple transit network variations. The multiple transit networks shall be evaluated and compared. Analysis of the multiple networks shall measure whether specific corridors perform better individually or as part of a network, and identify which corridors complement each other.

## **11.0 REGIONAL PROJECT PRIORITIZATION**

The purpose of this task is to develop a mode-neutral project prioritization process. The Regional Consultant will review the regional prioritization process developed and adopted in 2007 as well as the latest procedure implemented at the time of the 2040 RL RTP update. The three MPO prioritization processes will be reviewed. The Regional Consultant will consider model outputs, measures of effectiveness, transportation indicators monitors by local and state agencies and other appropriate factors in the development and application of prioritization methodologies. Modifications and updates will be developed and presented to RTTAC and SEFTC for approval. The results will be applied to the Regional Needs Assessment to assist in preparation of the Cost Feasible Plan.

## **12.0 REGIONAL NON-MOTORIZED TRANSPORTATION**

The purpose of this task is to incorporate non-motorized transportation modes into the overall RL RTP. Various local and regional planning activities for bicycles and pedestrians are under development or have been completed. Current efforts include the preparation of a Regional Greenways Plan. These planning elements include bicycle lanes, pathways, trails and walking facilities in conjunction with other transportation infrastructure or as separate facilities. The activities to be carried out under this task include:

- Develop a prioritized list of non-motorized transportation projects that are compiled through a prioritization methodology, and based on the RL RTP definition of a “Regional” project.
- Incorporate the findings and recommendations of the Regional Greenways Plan
- Review and summarize County bicycle master plans, LRTP’s, Comprehensive Development Master Plans (CDMP’s) for existing non-motorized transportation goals, objectives and policies and prepare regional policies for complete streets, safe routes to school, and transit access and integration, etc.
- Identify and recommend filling in any policy gaps that exist between the Counties
- Collect and summarize regional non-motorized usage and safety data, and any other pertinent data for benchmarking non-motorized transportation in the tri-county area.
- Develop policy for ongoing educational initiatives related to bicycle transportation and facilities.

The Regional Consultant will document the results of these activities and incorporate consideration of non-motorized transportation in the RL RTP.

### **13.0 REGIONAL COST FEASIBLE PLAN**

The purpose of this task will be to develop a plan based on existing available funding and assured sources. This will be an evaluation of the Regional Needs Assessment, Regional MOE/PMS, and regional revenue projections. The Regional Consultant will incorporate the local MPO alternative cost feasible plans and will develop and evaluate a Regional Cost Feasible Plan. The Plan will include roadway facilities, transit capital and operating information, non-motorized project descriptions, TSM&O provisions, safety and security considerations and intermodal projects. The Regional Consultant will be responsible for running the model. All modeling related activities for the Regional Cost Feasible Plan will be documented under *Task 7: Regional Modeling*. Key activities under this task are shown below:

- Develop using the Regional Needs Assessment (*Task 9*) and the Regional Financial Resources Plan (*Task 8*)
- Project cost estimates from local plans.
- Modeling Activities identified under *Task 7: Regional Modeling*
- Application of regional project prioritization process
- Consideration and identification of Illustrative Projects from the Needs Assessment
- Documentation of the plan for inclusion in the RL RTP
- Documentation of the Regional Prioritization Process
- Presentation to the RTTAC and SEFTC for approval

### **14.0 REGIONAL TRANSPORTATION NETWORK**

The RTTAC developed the initial 2030 Regional Corridors Plan using criteria taken from the local Plans and various system designations related to roadway uses. State and federal perspectives on corridors of significance will also play a role in the development of recommendations provided by the Regional Consultant. The Regional Consultant

reviewed and altered the definitions and network in conjunction with the 2035 Regional Needs and Cost Feasible Plans. The purpose of this task is to again review and refine the definitions and criteria used to develop and adopt a Regional Corridors Plan which incorporates the regional MOE/PM's and vision and expand the results to develop the Regional Transportation Network. The Network will consist of corridors, intermodal hubs and major facilities for all modes. The Regional Consultant will begin this activity by reviewing and assessing the previous work performed by the RTTAC in 2006 and the preparation of the 2035 RL RTP. Consideration will be given to any updates to emergency evacuation plans and changes in the criteria and designation of SIS facilities. The results will be presented to the RTTAC.

## **15.0 DOCUMENTATION**

At the conclusion of the individual tasks, a draft and final technical memorandum will be prepared by the Regional Consultant and submitted to the Regional Project Management Team and RTTAC for approval. The Regional Consultant will also prepare the following RL RTP documents:

- Draft Regional LRTP Report
- Final Regional LRTP Report
- Executive Summary
- RL RTP Brochure

The final report will be presented to the RTTAC and SEFTC for approval and adoption. The documentation will include maps, tables and charts necessary to present the process and analyses used in the development of the 2040 RL RTP and its components. The documentation will also include technical memorandums for the various tasks performed in preparing the RL RTP. All documents will be delivered to the Regional Contract Manager for distribution to the RTTAC in electronic form. At the request of the Regional Contract Manager hard copies of the memos will be delivered to the RTTAC. Once finalized, hard copies of the RL RTP will be delivered to the RTTAC by the Regional Consultant.

## **16.0 MEETINGS**

The purpose of this task is to summarize the meetings identified in Tasks 1-17. The Regional Consultant will identify the meetings to be attended throughout the preparation of the 2040 RL RTP. The schedule will include the quarterly SEFTC, monthly RTTAC, periodic RMSC and public involvement meetings. A summary of the meetings will be provided to the Regional Project Management Team and the RTTAC. Any changes made to the meeting schedule throughout the duration of the project will need agreement and approval from the Regional Project Management Team and Regional Consultant.

## **17.0 STAFFING SUPPORT**

The Regional Consultant will support the staff at meetings of the RTTAC, SEFTC and any subcommittees identified in the various tasks of this scope as determined by the Regional project Management Team. The Regional Project Management Team will provide the Regional Consultant one week notice to prepare for meetings and one week to prepare and submit meeting minutes





## MEMORANDUM

TO: RTTAC Members

FROM: Randy M. Whitfield, P.E.  
Director Palm Beach MPO

DATE: February 15, 2012

RE: **SEFTC Five-Year Work Program**

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Following the last meeting, the Regional Trucking survey was removed from the attached work program. A representation of the funding table was added that shows costs associated with the RL RTP and regional modeling. Further estimated associated costs still have to be prepared. Some of these estimates are based on the various regional studies still being defined and estimated. As the estimates are completed, they will be reflected in the individual MPO Unified Planning Work Programs and the FDOT Work Program.

**Staff Recommendation: For discussion purposes.**

RMW/eer

Attachment

## SOUTHEAST FLORIDA TRANSPORTATION COUNCIL

### FY 13-17 WORK PLAN

In 2002, the U.S. Census Bureau delineated the Miami Urbanized Area (UZA) which includes portions of Miami-Dade, Broward, Palm Beach and Martin counties based on the results of the 2000 Census. Figure 1 shows the Miami UZA boundary and the metropolitan planning area boundaries for the three MPOs designated in the Miami UZA. *(To be provided by FDOT)* The UZA represented the growth and merger of three prior UZAs located in Miami-Dade, Broward and Palm Beach counties. Each county had previously been designated as separate urbanized areas. Discussions with the Florida Department of Transportation (FDOT) resulted in the identification of several areas for coordination of transportation planning activities carried out by the MPOs that should be undertaken in a formal manner as provided for in Florida Statutes governing the metropolitan transportation planning process. The Southeast Florida Transportation Council (SEFTC) was created to carry out the duties and responsibilities of a separate administrative entity to serve as a forum for coordination and communication among the Miami-Dade, Broward and Palm Beach MPO's, FDOT Districts 4 and 6, the Florida Turnpike Enterprise, the South Florida Regional Transportation Authority, the South Florida Regional Planning Council, the Treasure Coast Regional Planning Council, Monroe County, Martin County MPO, St. Lucie County MPO and other agencies and organizations involved in transportation planning and programs in South Florida. This coordination is conducted in accordance with the requirements of Chapter 339.175, F.S. and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETY-LU) and subsequent legislative actions deemed appropriate for inclusion by the MPO's. Coordination includes long range transportation planning, short range programming and activities to support regional multimodal transportation projects. The results of the coordination process are provided to the various agencies as guidance in the development of other required transportation plans and programs within the tri-county region.

The duties of SEFTC include the development of:

- a Regional Long Range Transportation Plan;
- a process for prioritization of regional projects;
- a regional public involvement process;
- a series of performance measures to assess the effectiveness of regional coordination activities.
- an annual report documenting the progress and accomplishments of regional goals and objectives; and

- lists of anticipated regional tasks and identify funding for those tasks under the respective MPO's Unified Planning Work Programs.

Membership on the Council consists of the Chair or a designee of each of the three MPO's. The Council has the authority to act on regional plans and programs and to recommend activities which affect individual MPO plans or programs.

To provide technical review and support for regional transportation planning, SEFTC created a Regional Transportation Technical Advisory Committee (RTTAC). Membership on RTTAC consists of staff from the three MPOs, two FDOT Districts, Florida Turnpike Enterprise, Miami-Dade Expressway Authority, two Regional Planning Councils, South Florida Regional Transportation Authority (SFRTA) and three county transit operators. Representatives of the ports and airports also participate.

#### Regional Tasks

A series of regional tasks have been identified for performing the functions of SEFTC in supporting its regional plans and programs. These tasks are generally funded through the MPOs as part of their respective Unified Planning Work Programs and the FDOT Districts in their respective Work Programs. Some of the tasks are included in continuing activities of the local MPOs in carrying out required tasks for the transportation planning process. Other tasks are specifically related to regional transportation planning activities. The intent of this plan is to more clearly and fully identify regional level and related local MPO activities to find efficiencies and improve results. This plan provides an estimate of the financial resources allocated to regional planning tasks for Southeast Florida. The information contained in this plan is reflected in the respective Unified Planning Work Programs as appropriate and may be modified over time to reflect changes in plans and programs and the resources associated with those changes. A list of the tasks and a brief description for each follows.

#### SEFTC/RTTAC Support

Staff support for the administrative activities of the Council is provided by the MPOs. This support takes the form of MPO staff and consultant services performing the duties required to prepare and distribute information and materials for SEFTC quarterly meetings and RTTAC more frequent meetings. The functions also include administration of funds expended on regional studies, maintaining and updating the work plan and maintaining records of the Council.

#### Regional Public Involvement

Public Involvement is a major component of the transportation planning process. Each MPO adopts and carries out its own public involvement program to provide information and receive input to its plans and

programs. Regional aspects of the planning process are incorporated into the local process where appropriate and performed separately when needed. The Regional Public Involvement Plan will be reviewed and updated to consider measures of effectiveness and periodic evaluations. The activities will be coordinated with other regional planning activities as appropriate.

#### Regional Performance Measures

The Council is developing a series of performance measures to determine the success level of coordination of transportation planning on a regional level. The measures will include a combination of direct measurements of coordination and indirect measures indicating the impacts on transportation from regional activities. Following approval, the performance measures will focus on regional transportation coordination efforts and coordination with other regional planning activities.

#### Regional Reporting

The Council will provide a report annually documenting the progress and accomplishments of regional goals and objectives. The report will include indicators related to transportation operations in the three counties as well as accomplishments of SEFTC during the previous year. The Council and staff will also participate in development of FDOT regional reports.

#### Transportation Outreach Program Support

Florida International University (FIU) has developed a program to compile census information into user-identified areas within the three-county area. The program then uses the characteristics of the identified population to suggest techniques to be used for effective public outreach. The program is maintained and updated by FIU through a continuing maintenance agreement with the MPOs.

#### Website Hosting and Maintenance

The Council currently has a website ([www.SEFTC.org](http://www.SEFTC.org)) maintained by the consultant retained for preparation of the RL RTP. This consultant is also responsible for providing support to the Council. The website is located on the consultant's server. SEFTC must determine the appropriate location of the website and how to host and maintain the site. Consideration will also be given to expanding the use of the site for social media.

#### SERPM Model Preparation and Support

The Southeast Regional Planning Model (SERPM) serves as the transportation model for the tri-county region. The model is developed by consultants under contract to FDOT District 4 with oversight by the RTTAC Modeling Subcommittee. Model support is provided through FDOT. Funding of the model development is a joint effort by the MPOs and the FDOT Districts as documented in a Memorandum of Understanding. The model is currently being updated to SERPM 7 for use in developing the 2040 RL RTP and the respective MPO 2040 LRTPs.

Each MPO includes planning for non-motorized travel in the transportation planning process. These plans include bicycle, pedestrian and greenways within each MPO area. Planning is occurring to ensure connections across county lines are coordinated. In addition, consideration is given to development of the East Coast Greenway, a multistate project along the Atlantic seaboard with connections north and south of the Miami Urbanized Area. Movement of pedestrians with emphasis on access to transit is part of the transportation planning process. The regional bicycle/greenway/pedestrian planning results will serve as input and a component of the RL RTP.

#### Regional Freight Planning

Regional freight planning addresses the movement of goods within and through the tri-county region. It also considers ingress and egress for freight to the area particular in light of the proposals to address waterborne freight following the widening of the Panama Canal. The planning will take into consideration serving the ports and airports as well as trucking interests in the area. The proposals for intermodal freight terminals and their access are part of the freight planning process. The roles of roadway, rail, air and waterborne freight movement will serve as input and a component of the RL RTP in determining the projects contained in the Plan.

#### Regional Transit Planning

Regional transit planning includes various aspects of service provision and time frames in the process. There are three local transit operators in the tri-county region and the South Florida Regional Transportation Authority who operates Tri Rail, the commuter train. Each of these entities performs transit planning to address their respective needs. Transit Development Plans are prepared by each agency and cover a ten-year time frame and address capital and operating needs. The RTA has prepared a Strategic Regional Transit Plan identifying current and future transit needs in the tri-county region. Each MPO LRTP includes a transit element reflecting needed and feasible projects. SEFTC is encouraging cooperation among the operators in the development of a seamless regional fare media to be used for fares on any of the transit systems. A study will provide input to the RL RTP from a more in-depth analysis of transit opportunities in the region. The study will be a joint effort of the MPOs, FDOT and the operators.

#### Regional Long Range Transportation Plan

A major activity of SEFTC is the development and maintenance of a Regional Long Range Transportation Plan (RL RTP) for the tri-county region. The 2040 RL RTP preparation will be a joint effort funded by the MPOs. Input to the process will include the individual local MPO plans and other regional transportation planning studies contained in other tasks and planning activities performed by other organizations that have impacts on the transportation system. Efforts will also include maintenance of the adopted 2035 RL RTP to ensure compatibility of the regional plan with local plans.

## Regional Project Evaluation and Prioritization

SEFTC has adopted a regional transportation network encompassing all travel modes. The projects are also included in the respective LRTPs. An evolving methodology for evaluating regional projects is used to rank priorities. SEFTC will continue to review and modify the prioritization process for the RL RTP. A function of SEFTC is to solicit, compile and prioritize transportation projects for use of Transportation Regional Incentive Program (TRIP) funds. These state funds may only be used on regional projects and must be approved by a regional transportation entity. The results are adopted by the Council and submitted to FDOT for funding as it becomes available.

## Specific Projects

A number of the planning activities involving SEFTC are regional aspects of the local MPO process. Through SEFTC, coordination of these activities occurs. There will be times when projects are regional in nature and the direct responsibility of the Council. Specific projects or studies may occur appropriate for sponsorship by SEFTC.

## Regional Household Study

Transportation modeling uses the latest Census and the American Communities Surveys as the basis for parameters associated with the travel characteristics in the region. Additional surveys may be undertaken to refine the information used in the model or to add to the information serving as input. A regional household survey would validate and refine the information collected by the Census and the ACS. It could also provide additional information of interest for the local transportation efforts.

## Regional Planning Funds

As previously discussed, funding for support and activities of the Council are provided by the three MPOs and FDOT. In some cases, specific funding amounts can be estimated and used to determine the amount provided by each agency. Table 1 depicts the financial resources allocated to regional transportation planning. In other instances, regional activities are closely associated with local transportation planning tasks and cannot be estimated separately.

SOUTHEAST FLORIDA TRANSPORTATION COUNCIL  
FY 13-17 WORK PLAN

TASK	FY 13			FY 14			FY 15			FY 16			FY 17		
	Broward	Miami-Dade	Palm Beach	Broward	Miami-Dade	Palm Beach	Broward	Miami-Dade	Palm Beach	Broward	Miami-Dade	Palm Beach	Broward	Miami-Dade	Palm Beach
SEFTC/RTTAC Support															
Regional Public Involvement															
Regional Performance Measurements															
Regional Reporting															
Transportation Outreach Program Support															
Website Hosting and Maintenance															
SERPM Model Preparation and Support	50000	50000	50000												
Regional Bicycle/Greenway Planning															
Regional Freight Planning	25000	25000	25000												
Regional Transit Planning															
Regional Long Range Transportation Plan	100000	100000	100000	100000	100000	100000	100000	100000	100000						
Regiona Project Evaluation and Prioritization															
Regional Household Survey															
Total	175000	175000	175000	100000	100000	100000	100000	100000	100000	0	0	0	0	0	0

February 10, 2012



## MEMORANDUM

TO: RTTAC Members

FROM: Randy M. Whitfield, P.E.  
Director Palm Beach MPO

DATE: February 15, 2012

RE: **FHWA TSM&O Workshop**

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On February 7-8, FHWA conducted a workshop for Transportation System Management and Operations (TSM&O). The workshop provided an overview of TSM&O activities and applications. Examples from other areas were presented. The workshop focused on southeast Florida and included activities currently underway and planned in the future. These activities should be occurring at local, county, regional and state levels. The role of TSM&O in MPO plans and programs should be considered as the next updates begin.

**Staff Recommendation: For discussion purposes.**

RMW/eer

Attachment