



TPA GOVERNING BOARD MEETING AGENDA

DATE: **Thursday, April 18, 2024**
TIME: **9:30 a.m.**
PLACE: **301 Datura Street, West Palm Beach, FL 33401**

Members of the public can [join the meeting](#) in person or virtually. For information on how to attend a meeting visit: PalmBeachTPA.org/Meeting.

Please call 561-725-0800 or e-mail info@PalmBeachTPA.org for assistance joining the virtual meeting.

1. REGULAR ITEMS

- A. Call to Order and Roll Call
- B. Invocation and Pledge of Allegiance
- C. Modifications to the Agenda
- D. General Public Comments

Members of the public are invited to offer general comments unrelated to agenda items at this time. Public comments related to agenda items will be heard following staff presentation of the item. Comments may be submitted in the following ways:

- A written comment may be submitted at PalmBeachTPA.org/Comment-Form at any time prior to the commencement of the relevant agenda item.
- A verbal comment may be provided by a virtual attendee using the raise hand feature in the Zoom platform.
- A verbal and/or written comment may be provided by an in-person attendee submitting a comment card available at the welcome table.

Note that the Chair may limit comments to 3 minutes or less depending on meeting attendance.

- E. Comments from the Chair and Member Comments
- F. Executive Director's Report

- G. MOTION TO APPROVE Consent Agenda Items
1. Governing Board Meeting Minutes for March 21, 2024
 2. Appointments to the Transportation Disadvantaged Local Coordinating Board (TD LCB) through December 2026
 - a. Niccole J. Smith as the Area Agency on Aging Alternate
 3. Appointments to the TPA Advisory Committees through March 2027
 - a. Greg Fagan as the Palm Beach County District 1 Citizen’s Advisory Committee (CAC) Representative
 - b. Joel Rosales as the Health Care District Palm Beach County Vision Zero Advisory Committee (VZAC) Representative and Alyha Benitez as the Alternate.
 4. Operating Procedures Revision
Resolution amending the TPA Operating Procedures to update CAC membership.
 5. Weiss Serota Helfman Cole & Bierman, P.L. Agreement Amendment
First Amendment to the existing Legal Services Agreement exercising the two-year extension terms to June 30, 2026, and revising the maximum amount to \$590,000.

2. ACTION ITEMS

- A. MOTION TO ADOPT Amendment #3 to the Transportation Improvement Program (TIP)
- The TIP is the TPA’s five-year funding program for transportation projects in Palm Beach County. TPA staff will present on the following attached FDOT amendment requests for the FY 2024-2028 TIP:
- I-95 @ SR-804/Boynton Beach Blvd Interchange (#4358041) – Cost increase due to additions to the scope
 - SR-802/Lake Avenue MP 306.04 (#4522161) – New project for rail safety
 - Northlake Blvd – Old Dixie Hwy and 10th Street at FEC (#4544401) –New project to add signal-preemption.
- TAC: Recommended adoption with a request to FDOT to engage with local governments before projects are included in the TIP and to provide a presentation to the TAC with a focus on railroad safety initiatives and projects.
- CAC: Recommended adoption unanimously.
- VZAC: Recommended adoption unanimously.

3. INFORMATION ITEMS

- A. Draft Fiscal Year (FY) 2025-2026 Unified Planning Work Program (UPWP)
TPA staff will present the attached Draft FY 2025-2026 UPWP, the 2-year business plan and budget for the agency covering a period of July 1, 2024 to June 30, 2026. The UPWP serves as the TPA's application for federal planning funds and includes a description of the planning work, deliverables, timeframes, source and amount of funding requested. This is the first review of the UPWP. Final adoption is scheduled for May 16, 2024.
- B. Partner Agency Updates
Agency staff from Palm Tran, SFRTA/Tri-Rail, FDOT and/or Palm Beach County Engineering may provide brief updates on items relevant to the TPA.

4. ADMINISTRATIVE ITEMS

- A. Routine TPA Reports
 - 1. Public Involvement Activity Report – March 2024
 - 2. 2023 Pedestrian and Bicycle Quarterly Crash Report – Q4
 - 3. FDOT Scheduling Report – April 2024
- B. Next Meeting – **May 16, 2024**
- C. Adjournment

NOTICE

In accordance with Section 286.0105, *F.S.*, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services for a meeting (free of charge) should contact Melissa Eble at 561-725-0813 or MEble@PalmBeachTPA.org at least five (5) business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.

Se solicita La participación del público, sin importar la raza, color, nacionalidad, edad, sexo, religión, incapacidad o estado familiar. Personas que requieran facilidades especiales bajo el Acta de Americanos con Discapacidad (Americans with Disabilities Act) o personas que requieren servicios de traducción (sin cargo alguno) deben contactar a Melissa Eble al teléfono 561-725-0813 o MEble@PalmBeachTPA.org por lo menos cinco días antes de la reunión. Si tiene problemas de audición, llamar al teléfono 711.

TPA GOVERNING BOARD MEMBERS

CHAIR

Chelsea Reed, Mayor

City of Palm Beach Gardens

Alternate: Marcie Tinsley, Councilmember

Steve Wilson, Mayor

City of Belle Glade

Alternate: Michael C. Martin, Commissioner

Yvette Drucker, Deputy Mayor

City of Boca Raton

Fran Nachlas, Council Member

City of Boca Raton

Boca Raton Alternates:

Scott Singer, Mayor

Andy Thomson, Council Member

Marc Wigder, Council Member

Angela Cruz, Commissioner

City of Boynton Beach

Alternate: Woodrow L. Hay, Commissioner

Rob Long, Deputy Vice Mayor

City of Delray Beach

Alternate: Thomas Markert, Commissioner

Chuck Shaw, Mayor

City of Greenacres

Alternate: Judith Dugo, Deputy Mayor

Jim Kuretski, Mayor

Town of Jupiter

Alternate: Ron Delaney, Vice Mayor

Reinaldo Diaz, Commissioner

City of Lake Worth Beach

Alternate: Christopher McVoy, Vice Mayor

Joni Brinkman, Vice Mayor

Village of Palm Springs

Alternate: VACANT

Deandre Poole, Commissioner

Port of Palm Beach

Alternate: Varisa Dass, Commissioner

VICE CHAIR

Maria Marino, Vice Mayor

Palm Beach County – District 1

Gregg Weiss, Commissioner

Palm Beach County – District 2

Marci Woodward, Commissioner

Palm Beach County – District 4

Sara Baxter, Commissioner

Palm Beach County – District 6

Mack Bernard, Commissioner

Palm Beach County – District 7

Palm Beach County Alternates:

Maria Sachs, Mayor

Michael Barnett, Commissioner

Shirley Lanier, Councilwoman

City of Riviera Beach

Alternate: Tradrick McCoy, Councilman

Fred Pinto, Mayor

Village of Royal Palm Beach

Alternate: Jeff Hmara, Vice Mayor

Michael Napoleone, Mayor

Village of Wellington

Alternate: John T. McGovern, Councilman

Christy Fox, Commissioner

City of West Palm Beach

Joseph Peduzzi, Commissioner

City of West Palm Beach

West Palm Beach Alternates:

Christina Lambert, Commissioner

Shalonda Warren, Commissioner

Steven Braun, District 4 Secretary

Florida Department of Transportation

Non-Voting Advisory Member



**OFFICIAL MEETING MINUTES OF THE
PALM BEACH TRANSPORTATION PLANNING AGENCY (TPA)
GOVERNING BOARD**

March 21, 2024

301 Datura Street, West Palm Beach, FL 33401
Meeting was also conducted virtually via Zoom.

These minutes are a summary of the meeting events and may not reflect all the discussion that occurred. PDF versions of the agenda, backup materials, presentations, and audio recordings are available for review at PalmBeachTPA.org/Board.

1. REGULAR ITEMS

1.A. Call to Order and Roll Call

CHAIR REED called the meeting to order at 9:05 a.m.

The Recording Secretary called the roll.

Member	Attendance	Member	Attendance	Member	Attendance
Steve Wilson	P	Reinaldo Diaz	A	Shirley Lanier	P
Yvette Drucker	P	Joni Brinkman	P	Fred Pinto	P
Fran Nachlas	P	Deandre Poole	P	Michael Napoleone	P
Angela Cruz	A	Gregg Weiss	P	Christy Fox	P
Shelly Petrolia	P	Marci Woodward	P	Joseph Peduzzi	P
Joel Flores	A	Sara Baxter	P	Maria Marino	P
Jim Kuretski	P	Mack Bernard	A	Chelsea Reed	P

P = Present A = Absent

A quorum was present in-person.

1.B. Invocation and Pledge of Allegiance

Chair Reed led the invocation and pledge.

1.C. Modifications to the Agenda

There were no modifications to the agenda.

1.D. General Public Comments

There were no public comments received.

Angela Cruz joined the meeting at 9:09 a.m.

1.E. Florida Bicycle Month Proclamation

CHAIR REED read the Florida Bicycle Month Proclamation.

AIMEE SUNNY submitted a public comment, expressing the need for a sidewalk in the Northwood Shores neighborhood in the City of West Palm Beach on N Flagler Dr from 28th to 36th St.

1.F. Comments from the Chair and Member Comments

JIM KURETSKI requested the status update of the projects to be listed on the FDOT scheduling reports.

YVETTE DRUCKER mentioned the Weekend Trail Trek at Boca Raton’s El Rio Trail on March 9, 2024.

CHRISTY FOX noted the West Palm Beach International Boat Show affected parking prices. She asked staff to coordinate next year’s Governing Board Meeting date to not conflict with the Boat Show dates.

DEANDRE POOLE stated he attended the Safe Streets Summit in Miami, and it was very educational.

MARCI WOODWARD motioned to reschedule TPA Governing Board Meetings to start at 9:30 a.m.

MOTION to approve rescheduled TPA Governing Board Meetings to 9:30 a.m. made by Marci Woodward, seconded by Maria Marino, and carried unanimously 18-0 as depicted below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	Y	Reinaldo Diaz	A	Shirley Lanier	Y
Yvette Drucker	Y	Joni Brinkman	Y	Fred Pinto	Y
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Angela Cruz	Y	Gregg Weiss	Y	Christy Fox	Y
Shelly Petrolia	Y	Marci Woodward	Y	Joseph Peduzzi	Y
Joel Flores	A	Sara Baxter	Y	Maria Marino	Y
Jim Kuretski	Y	Mack Bernard	A	Chelsea Reed	Y

Y = Yes N = No A = Absent

Joel Flores joined the meeting at 9:22am.

ANGELA CRUZ announced the City of Boynton Beach has begun using the Coastal Cruiser Program, which is operated by Circuit. She mentioned a ribbon cutting ceremony on Saturday, March 23.

FRAN NACHLAS congratulated the recently re-elected and elected officials on the TPA Governing Board. She shared her ride experience through the entire 84-mile Boca Raton bicycle map.

SHIRLEY LANIER inquired if TPA Board Member parking could be validated or reimbursed for meetings.

CHRISTY FOX noted there are parking lots in West Palm Beach that are privately owned, however she would explore improving signage indicating which parking lots are City-owned versus privately-owned.

SHELLY PETROLIA stated this was her final meeting and expressed her appreciation to the TPA Board.

SARA BAXTER asked if the City of West Palm Beach could extend the two-hour parking limit.

CHRISTY FOX noted parking rates vary throughout West Palm Beach.

JOEL FLORES stated this was his final meeting and expressed his appreciation to the TPA Board.

STEVE WILSON suggested the TPA explore more parking opportunities with the private sector.

VALERIE NEILSON noted parking options nearby and encouraged taking transit or walk, when possible.

CHAIR REED offered to carpool with Board members on the way to the Palm Beach TPA.

GREGG WEISS offered to coordinate with County staff to allocate parking spaces at two County-owned parking lots downtown for Board members to attend TPA Governing Board meetings.

CHRISTY FOX offered to explore the possibility of validating parking at the City Hall parking garage.

CHAIR REED provided a summary of the recent SEFTC and MPOAC meetings.

YVETTE DRUCKER provided a summary of the recent National League of Cities Transportation Infrastructure Services Committee meeting in Washington D.C.

CHAIR REED invited Mayor Sachs to present Palm Beach County’s Florida Bicycle Month Proclamation.

1.G. Executive Director’s Report

VALERIE NEILSON, TPA Executive Director, provided updates available at PalmBeachTPA.org/Board.

1.H. APPROVED Consent Agenda Items

1. Governing Board Meeting Minutes for February 15, 2024
2. Creation of a new Vision Zero Advisory Committee (VZAC) Member for Safe Kids Palm Beach County
3. Appointments to the TPA Advisory Committees through March 2027
 - a. Kathryn Wall as the Safe Kids Palm Beach County VZAC Representative
 - b. Tim Crespo as the Village of Palm Springs VZAC Representative and Christian Melendez Berrios as Alternate
 - c. Felipe Lofaso as the Village of Palm Springs Technical Advisory Committee (TAC) Representative and Kim Glas-Castro as Alternate
4. Appointments to the Transportation Disadvantaged Local Coordinating Board (TDLCB) through December 2026
 - a. Modeline Acreus as the Florida Department of Transportation (FDOT) Representative and Marie Dorismond as Alternate
5. Renewals to the TPA Advisory Committees through March 2027
 - a. James Garvin as the City of Palm Beach Gardens Citizen’s Advisory Committee (CAC) Representative
 - b. Paula Ryan as the Palm Beach County District 2 CAC Representative
6. Operating Procedures Amendment
Resolution amending the TPA Operating Procedures to reflect in-person attendance requirements and current CAC membership.
7. Financial Policies Amendment
Resolution amending the TPA Financial Policies for legal and state consistency.
8. Procurement Policy Amendment
Resolution amending the TPA Procurement Policy for legal and state consistency.
9. Kittelson & Associates, Inc. Contract Extension
Resolution exercising the one-year extension terms of the existing Contract for General Planning Consultant Services to June 30, 2025, with a maximum amount of \$300,000.
10. Kimley Horn & Associates, Inc. Contract Extension
Resolution exercising the one-year extension terms of the existing Contract for General Planning Consultant Services to June 30, 2025, with a maximum amount of \$300,000.
11. mySidewalk Agreement Amendment
First Amendment to the existing mySidewalk Agreement revising the payment schedule.
12. Keefe, McCullough & Co., LLP Agreement Amendment
Second Amendment to the existing Keefe, McCullough & Co., LLP Agreement to add \$22,500 for additional services to complete FY 2022 and FY 2023 financial statements.
13. Accounting System Agreement
Agreement with Aclarian LLC to provide a turn-key outsourced accounting system and finance staffing and employee resources program (ERP) solution.

MOTION to approve the Consent Agenda made by Maria Marino, seconded by Joel Flores, and carried unanimously 19-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	Y	Reinaldo Diaz	A	Shirley Lanier	Y
Yvette Drucker	Y	Joni Brinkman	Y	Fred Pinto	Y
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Angela Cruz	Y	Gregg Weiss	Y	Christy Fox	Y
Shelly Petrolia	Y	Marci Woodward	Y	Joseph Peduzzi	Y
Joel Flores	Y	Sara Baxter	Y	Maria Marino	Y
Jim Kuretski	Y	Mack Bernard	A	Chelsea Reed	Y

Y = Yes N = No A = Absent

2. ACTION ITEMS

2.A. MOTION TO ADOPT Amendment #3 to the TPA’s 2045 Long Range Transportation Plan (LRTP)

This item was presented at the February TPA Governing Board Meeting, and the members did not request a presentation since no changes were made. The presentation that can be viewed at PalmBeachTPA.org/Board.

There were no public comments.

There were no Board member comments.

MOTION to adopt Amendment #3 to the TPA’s 2045 Long Range Transportation Plan (LRTP) made by Shelly Petrolia, seconded by Maria Marino, and carried unanimously 19-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	Y	Reinaldo Diaz	A	Shirley Lanier	Y
Yvette Drucker	Y	Joni Brinkman	Y	Fred Pinto	Y
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Angela Cruz	Y	Gregg Weiss	Y	Christy Fox	Y
Shelly Petrolia	Y	Marci Woodward	Y	Joseph Peduzzi	Y
Joel Flores	Y	Sara Baxter	Y	Maria Marino	Y
Jim Kuretski	Y	Mack Bernard	A	Chelsea Reed	Y

Y = Yes N = No A = Absent

2.B. MOTION TO ADOPT Amendment #2 to the TPA’s Transportation Improvement Program (TIP)

Andrew Uhler, Deputy Director of Programs, provided a presentation that can be viewed at PalmBeachTPA.org/Board.

There were no public comments.

MARIA MARINO expressed her support for the project.

MOTION to adopt Amendment #2 to the TPA’s Transportation Improvement Program (TIP) made by Joel Flores, seconded by Sara Baxter, and carried unanimously 19-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	Y	Reinaldo Diaz	A	Shirley Lanier	Y
Yvette Drucker	Y	Joni Brinkman	Y	Fred Pinto	Y
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Angela Cruz	Y	Gregg Weiss	Y	Christy Fox	Y
Shelly Petrolia	Y	Marci Woodward	Y	Joseph Peduzzi	Y
Joel Flores	Y	Sara Baxter	Y	Maria Marino	Y
Jim Kuretski	Y	Mack Bernard	A	Chelsea Reed	Y

Y = Yes N = No A = Absent

3. INFORMATION ITEMS

3.A. DISCUSSED: SR-80 Lighting Project Update

VALERIE NEILSON, Executive Director, provided an overview of the project.

Omid Fallahinjed, FDOT District 4 Traffic Engineer, and Tonya Estwick, FDOT District 4 Traffic Design Office, provided a presentation that can be viewed at PalmBeachTPA.org/Board.

STEVE WILSON emphasized the significance of the project and expressed gratitude to the TPA Board.

JIM KURETSKI expressed his support for Vision Zero and suggested FDOT revisit their warrant criteria for lighting projects to improve safety.

CHAIR REED recommended lowering the speed limit.

SARA BAXTER stated lowering the speed limit may not be effective, but lighting would improve visibility.

YVETTE DRUCKER noted how Steve Wilson’s passion inspired her to become a transportation advocate.

STEVE WILSON expressed his gratitude to Yvette Drucker and the entire Governing Board.

3.B DISCUSSED: Partner Agency Updates

There were no partner agency updates.

4. ADMINISTRATIVE ITEMS

4.A. Routine TPA Reports

1. Public Involvement Activity Report – February 2024
2. FDOT Scheduling Report – March 2024

4.B. Next Meeting – April 18, 2024

4.C. Adjournment

There being no further business, the Chair declared the meeting adjourned at 10:24 a.m.

This signature is to attest that the undersigned is the Chair, or a designated nominee, of the TPA Governing Board and that the information provided herein is the true and correct Minutes for the March 21, 2024, meeting of the Board, dated this 18th day of April 2024.

Chair Chelsea Reed, Palm Beach Gardens Mayor

EXHIBIT A

Transportation Planning Agency Governing Board

Representative Alternate(s) Local Government	Apr '23	May '23	Jun '23	Jul '23	Aug '23	Sep '23	Oct '23	Nov '23	Dec '23	Jan '24	Feb '24	Mar '24		
Chelsea Reed, Mayor CHAIR City of Palm Beach Gardens	P	P	P	P	NO MEETING HELD – SCHEDULED BREAK	P	P	NO MEETING HELD – SCHEDULED BREAK	P	NO MEETING HELD – SCHEDULED BREAK	P	P		
Maria Marino, Commissioner VICE CHAIR Palm Beach County	P	P	P	E		P	P		P		E	P		
Steve B. Wilson, Mayor City of Belle Glade	P	P	A	P		P	A		A		P	P		
Yvette Drucker, Council Member City of Boca Raton	P	P	P	P		P	P		P		P	P		
Fran Nachlas, Council Member Monica Mayotte, Council Member City of Boca Raton	P	P	P	P		P	P		P		P	P		
Angela Cruz, Vice Mayor Woodrow Hay, Commissioner City of Boynton Beach	ALT	ALT	P	E		P	E		P		P	E	P	
Shelly Petrolia, Mayor Rob Long, Deputy Vice- Mayor City of Delray Beach	P	P	ALT	P		P	P		P		E	P	P	
Joel Flores, Mayor City of Greenacres	P	P	P	P		P	E		P		P	P	P	
Jim Kuretski, Mayor Town of Jupiter	P	P	P	E		P	P		P		P	P	P	
Reinaldo Diaz, Commissioner Christopher McVoy, Vice Mayor City of Lake Worth Beach	P	P	P	P		P	P		P		E	P	A	
Joni Brinkman, Vice Mayor Village of Palm Springs	P	P	P	P		P	P		P		P	P	P	P
Deandre Poole, Commissioner Port of Palm Beach	P	P	P	P		P	P		P		A	P	P	P
Mack Bernard, Commissioner Michael Barnett, Commissioner Palm Beach County	ALT	P	P	E		P	P		P		P	A	A	A
Sara Baxter, Commissioner Palm Beach County Maria Sachs, Mayor Palm Beach County	E	E	P	E		E	P		E		E	P	P	P
Gregg Weiss, Mayor Palm Beach County	P	P	P	E		E	P		P		P	P	P	P
Shirley Lanier, Councilwoman City of Riviera Beach	P	P	E	E		A	A		A		A	P	P	P

Representative Alternate(s) Local Government	Apr '23	May '23	Jun '23	Jul '23	Aug '23	Sep '23	Oct '23	Nov '23	Dec '23	Jan '24	Feb '24	Mar '24
Fred Pinto, Mayor Jeff Hmara, Councilman Village of Royal Palm Beach	P	A	P	P		P	P		P		ALT	P
Michael Napoleone, Vice Mayor Village of Wellington	P	P	P	P		ALT	ALT		P		P	P
Christy Fox, Commissioner City of West Palm Beach	P	P	P	P		P	P		P		P	P
Joseph Peduzzi, Commissioner Shalonda Warren, Commissioner Christina Lambert, Commissioner City of West Palm Beach	P	P	P	E		P	E		E		P	P
Marci Woodward, Commissioner Palm Beach County - District 4	P	P	P	P		P	ALT		P		E	P

Attendance Record

** New Appointment

P - Representative Present

ALT- Alternate Present

E - Excused

A - Absent

OTHERS PRESENT

Valerie Neilson
 Andrew Uhler
 Melissa Murray
 Sienna Aitken
 Caroline Chavarria
 Ruth Del Pino
 Paul Gougelman
 Khurshid Mohyuddin
 Motasem Al-Turk
 Melissa Michael
 Richard Radcliffe
 Aziza Isles
 Isis Williams
 James Brown
 Tony Norat
 Geysa Sosa
 Marsha Taylor-Long
 Eduardo Caballero
 Deborah Posey Blocker
 Yash Nagal
 Aimee Sunny
 Mary McNicholas
 Juan F. Ortega

REPRESENTING

Palm Beach TPA
 Palm Beach TPA
 Palm Beach TPA
 Palm Beach TPA
 Palm Beach TPA
 Palm Beach TPA
 Palm Beach TPA
 Palm Beach County
 Palm Beach County
 Palm Beach County
 Palm Beach County League of Cities
 Palm Beach County League of Cities
 Florida Department of Children and Families
 FDOT
 FDOT
 FDOT
 FDOT
 FDOT
 Palm Tran
 Palm Tran
 General Public
 General Public
 General Public

March 11, 2024

Ms. Valerie Nielsen
Executive Director
Palm Beach Transportation Planning Agency (TPA)
301 Datura St.
West Palm Beach, FL 33401

Re: Nomination to the Palm Beach County Transportation Disadvantaged Local Coordinating Board

Dear Ms. Nielsen,

Please accept this letter as formal notification of my desire to nominate Area Agency on Aging of Palm Beach/Treasure Coast, Inc. Agency Planner Niccole Smith MPH, CPH to serve as the Agency's Alternate Representative to the Palm Beach County Transportation Disadvantaged Local Coordinating Board. Niccole's resume is attached. Niccole reports to Nancy Yarnall who serves as our Agency representative on the Palm Beach County Transportation Disadvantaged Local Coordinating Board. Niccole has been attending the Palm Beach County Transportation Disadvantaged Local Coordinating Board meetings as an observer since starting with us last September in order to familiarize herself with the Board's initiatives and responsibilities.

Let me know if you have any questions regarding this letter.

Thank you for your consideration.

Sincerely,



Dwight Chenette, MPH, MBA
Chief Executive Officer

Niccole Smith, MPH, CPH

smith.niccolej@gmail.com | (772) 485-0055 | <https://www.linkedin.com/in/niccole-smith/>

EDUCATION

Master of Public Health, Social and Behavioral Sciences

May 2023

College of Public Health and Health Professions, University of Florida

Awards: MPH Exemplary Student; Delta Omega; Dr. John J. Benton Endowed Scholarship

Certification: Certified in Public Health (CPH)

July 2023

Bachelor of Science in Psychology

May 2020

College of Liberal Arts and Sciences, University of Florida

Minor: Health Disparities in Society

EXPERIENCE

Planner

September 2023 – Present

Area Agency on Aging of Palm Beach/Treasure Coast, Inc., West Palm Beach, FL

- Supports planning functions by assisting management with monitoring programs.
- Engages community partners to identify and solve problems that support initiatives in the aging network.
- Responsible for analyzing data for the purpose of planning and projecting future needs of the age 60 and older population in a five-county service area.
- Supervises the communications coordinator in the development of agency collaterals.

Healthy Start Program Assistant

February 2022 – July 2023

WellFlorida Council, Gainesville, FL

- Coordinated with affiliated organizations across a 16-county service area to facilitate information-sharing at regular meetings I organized.
- Identified and analyzed primary and secondary data sources to write reports and grants necessary for continued funding.
- Maintained the department calendar and website.
- Assisted in the development and execution of interagency agreements, such as by submitting paperwork to the Bureau of Vital Statistics.
- Assisted in the planning and overseeing of internal and external activities and meetings.
- Prepared resource inventories and orders relevant supplies and materials.

Student Research Assistant

January 2021 – January 2022

Department of Health Outcomes and Biomedical Informatics, Gainesville, FL

- Utilized myIRB and REDCap in preparation for Phase One clinical trials and pilot studies.
- Attended weekly and monthly meetings to update adjacent teams on progress and goals.
- Edited participant recruitment interview scripts for clinical trials regarding recurrent head and neck cancer; assisted data entry and data collection.
- Conducted phone call surveys for Phase One clinical trials and pilot studies regarding HPV vaccination perceptions from parents of 11- and 12-year olds.
- Aided preparation of manuscripts, abstracts, and other written papers for publication.

Front Desk Receptionist

August 2020 – January 2021

O2B Kids, Gainesville, FL

- Cared for children and kept them engaged; facilitated open communication with parents.
- Ensured continual compliance with USDA requirements pursuant to prescribed class size and meal count administrative rules.
- Facilitated children's participation in healthy habits from the ages of 1 to 4 years old.

COMMUNITY LEADERSHIP

Community Initiatives Intern

January 2023 – April 2023

WellFlorida Council, Gainesville, FL

- Wrote the Community Health Status Assessment and Forces of Change Assessment for the 2023-2028 Citrus County Community Health Needs Assessment.
- Created visualizations to assist my written analysis of government-provided data.

- Utilized the Mobilizing for Action through Planning and Partnership (MAPP) structure for collecting and analyzing data.
- Assisted and supported the Director of Community Initiatives with administrative tasks.

This is Public Health Ambassador

July 2022 – June 2023

Association of Schools and Programs in Public Health, Remote

- Utilized Canva to create social media posts for a week-long “ambassador takeover” on the This is Public Health Instagram and Facebook social media accounts.
- Participated in monthly zoom calls regarding current public health topics.

Florida AHEC Scholar

November 2021 – May 2023

Suwannee River AHEC, Gainesville, FL

- Engaged in regular webinars and interprofessional activities to build professional familiarity with the public health field.
- Participated in community outreach and development of vaccination promotion flyers and posters.
- Presented about health careers at a local middle school.

Social & Outreach Chair

November 2021 – August 2022

Public Health Student Association, Gainesville, FL

- Utilized Canva to create social media posts to announce general body meetings and events.
- Initiated planning for events and meetings.

Mentor

October 2021 – May 2022

Community Health Oriented Mentorship Program (CHOMP), Gainesville, FL

- Initiated monthly mentorship meetings with an undergraduate mentee.
- Provided advice and guidance on School of Public Health Application Service (SOPHAS) and graduate school applications.

Marketing Director

May 2019 – September 2019

Inspire Party, Gainesville, FL

- Directed Marketing Team, ensuring punctual completion of assigned tasks for the UF Student Government campaign.
- Updated progress for myself and team members through a deliverables spreadsheet I maintained in order to promote accountability for assigned work products.
- Submitted relevant campaign materials to compliance entities to ensure materials were properly registered and acceptable for mass distribution around campus.

Health Disparities in Society Practicum

May 2019 – August 2019

Pediatric Pulmonary Center, Gainesville, FL

- Aided in grant writing for the Pediatric Pulmonary Center in Shands Hospital.
- Researched health disparities in Florida, especially among children, to revise grant proposals.
- Led conversations surrounding cultural competency and provided relevant presentation materials.
- Participated in weekly discussions regarding cultural competency and funding dynamics.

From: [Kim Ciklin](#)
To: [Valerie Neilson](#)
Cc: [Maria Marino G.](#); [Elicia Sanders](#); [Melissa Santoro](#)
Subject: RE: Resignation from TPA CAC
Date: Tuesday, April 9, 2024 2:29:42 PM

Good Afternoon Valerie,

On behalf of Vice Mayor Marino, this is to confirm her nomination of Greg Fagan to serve as her representative on the TPA Citizens Advisory Committee to fill the seat being vacated by Linda Hess.

Thank you,

Kim Ciklin
Sr. Administrative Assistant
to County Vice Mayor Maria Marino
(561) 355-2201



Valerie Neilson
TPA Executive Director
Palm Beach Transportation Planning Agency
301 Datura Street
West Palm Beach, FL 33401

April 3, 2024

RE: Vision Zero Advisory Committee (VZAC)

Dear Ms. Neilson,

As mandated by Florida Statutes and the Palm Beach County Trauma Ordinance, the Health Care District of Palm Beach County's Trauma Agency is responsible for the oversight of the Trauma System and ensuring compliance with the Trauma Plan and all applicable state laws, rules, regulations and standards, as well as monitoring and collaboratively developing high-quality standards of care. This includes trauma-injury-related data collection, analysis and reporting.

In reviewing the VZAC's Action Plan, we believe our vision, mission and values align. The Health Care District appreciates your consideration in creating a seat for our Trauma Agency to include myself as the main representative and Alyha Benitez, our Trauma Agency Specialist, as an alternate. Doing so will allow us to further collaborate with our community partners in preventing injury and saving lives. We also agree that one death is one too many!

Thank you for your service and support in providing and maintaining the greatest quality care for our community.

Sincerely,

Joel Rosales, RN
Trauma Agency Nurse Manager
Health Care District of Palm Beach County
Office: 561-804-5735
Cell: 561-735-1832
jrosales@hcdpbc.org



Joel Rosales

Nurse Manager

7910 Manor Forest Blvd
Boynton Beach, FL 33436
joelrosales02@gmail.com
561-735-1832

LinkedIn:
<http://linkedin.com/in/joel-rosales-rn-860baa11b/>

Quality and data-driven Nurse Manager whose career is being defined by a commitment to excellence, innovation, and leadership in the healthcare industry. I thrive in dynamic environments where I can leverage my expertise in implementing evidence-based practices by collaborating with interdisciplinary teams to drive organizational success, drive measurable improvements in clinical outcomes, and empower teams to achieve their fullest potential. With a strong foundation in critical care and emergency nursing, and a passion for driving continuous quality improvement initiatives, I bring over 12 years of experience as a dedicated Nurse Manager.

PROFESSIONAL EXPERIENCE

Trauma Agency Nurse Manager

Healthcare District of Palm Beach County | July 2022 - Present

- ◆ Lead the operations of the Trauma Agency for Palm Beach County, including personnel, initiatives and resource allocation.
- ◆ Conduct performance evaluations and provide ongoing education and training to enhance staff competencies in trauma care.
- ◆ Oversee the quality of care for the county's trauma system.
- ◆ Develop, implement and audit county-wide trauma protocols, policies, and procedures in alignment with best practices and regulatory standards.
- ◆ Manage implementation of strategic county-wide injury prevention initiatives to increase awareness and improve patient outcomes.
- ◆ Monitor and coordinate county-wide trauma response efforts in collaboration with multi-disciplinary trauma care providers and subject matter experts.
- ◆ Act as a representative of the Trauma Agency during interactions with state, county and nation-wide agencies. Serve as a liaison between prehospital providers, trauma centers, acute care facilities, and specialty services.
- ◆ Oversee the county's trauma database registry for compliance.
- ◆ Assess and report on patient care practices for our aeromedical program and advise on quality improvement initiatives and quality reporting submissions.
- ◆ Respond to state of emergency activations including working with the Red Cross, and performing various emergency duties as directed.

Quality Assurance Nurse Manager

REVA Air Ambulance | July 2018 - July 2022

- ◆ Cultivated and oversaw the medical Quality Improvement Program for continuous quality improvement and assurance for a multi-accredited and internationally-recognized aeromedical program.
- ◆ Led quality improvement projects, performance improvement initiatives, including staff education and training on new protocols, procedures, and technologies for over 200 multi-disciplinary providers and support staff.
- ◆ Led various organizational compliance, accreditation and implementation projects at over 5 international and domestic bases, and over a 20 aircraft fleet.
- ◆ Part of the senior management team who oversaw daily operations, including staffing, mission coordination, business partner relations, and budget management.

EDUCATION

Master of Science in Nursing (MSN) in Nursing Management and Leadership

Western Governors University | Present

Bachelor of Science in Nursing (BSN)

Western Governors University | 2022

Associate of Science in Nursing (ASN)

Keiser University | 2011

Emergency Medical Technician (EMT-B)

Palm Beach State College | 2007

KEY SKILLS

- ◆ Leadership, staff development and team building
- ◆ Strategic planning and implementation
- ◆ Quality improvement and performance management
- ◆ Strong communication, interpersonal skills, and interdisciplinary collaboration
- ◆ Data analysis and performance measurement
- ◆ Regulatory compliance and accreditation standards (State DOH, ACS, CLIA, FAA, CAMTS, NAAMTA, EURAMI)

- Managed effective staffing levels, to ensure high-quality outcomes while staying compliant with safety standards.
- Acted as a liaison between frontline staff and upper management, advocating for staff needs and concerns, and maintaining a safe and just culture.
- Maintained flight status and medical certifications as an active Flight Nurse.

Flight Nurse FTO

REVA Air Ambulance | July 2014 - July 2018

ED & Trauma Resuscitation Nurse

Delray Medical Center | October 2011 - July 2014

ED Technician

Delray Medical Center | March 2007 - October 2011

911 Dispatcher

City of Boynton Beach | January 2006 - March 2007

CERTIFICATIONS

LEAN Six Sigma Yellow Belt

PHTLS

BLS / ACLS / PALS Instructor

NRP

SOFTWARE

- ESO Solutions
- Cerner
- EPIC
- Tableau
- Qualaris

- ◆ Innovative professional and community education and training development, such as app and multi-media development
- ◆ Budget management and resource allocation
- ◆ Bilingual: English and Spanish

ALYHA BENITEZ

Phone: (561)524-8627

Work Address: 1515 N Flagler Dr unit 101 West Palm Beach FL 33401

PROFESSIONAL EXPERIENCE

Health Care District of Palm Beach County, West Palm Beach, FL

Trauma Agency Specialist Jan 2024-Present

- Trauma Outreach coordinator will assume responsibility for the coordination of the Trauma Agency's outreach program on Trauma related subjects.
- Responsible for coordinating county-wide trauma outreach data collection and preparing verbal and or/written reports for the Trauma Agency detailing the assigned outreach progress.
- Serves as a liaison between the Trauma Agency and county outreach professionals when called upon.
- Responsible for coordinating the Trauma Agency's outreach location opportunities throughout Palm Beach County, including collaboration with the county's community partners to plan, strategize and assist in county-wide trauma outreach programs.
- Responsible for coordinating staffing and maintain records of community instructor for all of the District's Trauma outreach progress.

St. Mary's Medical Center, West Palm Beach, FL

Trauma, Research Operations Coordinator December 2021- Present

- Coordinates the finances of Trauma Research (Trauma/METRC, Independent Physicians Research, CARE/Tenet etc.)
- Works with Corporate Director of Research to ensure study approval (Regulatory and financial process) through eCATs system
- Manages all Projects; from study initiation to implementing, and finalizing all details for each project.
- Maintains and updates financial summary, and reports given quarterly as requested.
- Manages initiation and process of all clinical trials according to FDA/ GCP regulatory and institutional guidelines.
- Maintains all regulatory requires and study binders.
- Manages data collection for all Trauma department studies over 20 active studies.
- Enters data collection using systems such as REDCAP.
- Oversees and trains clinical research personnel
- Responsible for all aspects of state Trauma Standards pertaining to research requirements.
- Responsible for any requirements per IRB

Mount Sinai Health System, New York, NY

Neurology Research Laboratory Coordinator, Lab technician August 2019- November 2021

- Responsible for completing Autonomic Testing (including **Tilt Table Testing**) and Video-nystagmography/ Rotary chair, Caloric testing on over 60 patients monthly
- Complete data analysis and data interpretation for each patient
- Collect Patient's vitals, and chief complaint
- Responsible for ordering supplies, keeping laboratory stocked always prepared for all patients
- My duties also include calling, scheduling patients collecting insurance information, keeping up to date with all clinical updates
- Familiar with proper protocol for specific subject specimens. Responsible for collection of: saliva, stool, urine, blood, and breath samples.
- Completing neuropathy screenings adhering to protocol standards.
- Familiar with screening, and enrolling patients for studies, completing informed consent process

- Familiar with regulatory process for research studies, writing SOPs and IRB regulation
- Social media manager for **PAIRED PROJECT** laboratory, this includes marketing and actively keeping up to date with all events as well as providing patients with educational videos regarding studies and testing.

Eye Physician’s of Central Florida, Orlando, FL

Neuro-Ophthalmic Medical Scribe, February 2019-July 2019

- Accurately transcribed all medical information alongside physician
- Organized and interpreted results for patients’ laboratory tests, medications, and imaging
- Communicated tests results to patients while providing patient education
- Responsible for completing Visual Field Testing on OCT machine with over 100 patients and noting any findings found during the exam
- Assisted in completing medical procedures such as Chalazion removals, Botox injections, and Probe and Irrigate exam

Neurological Services of Orlando, Orlando, FL

Medical Scribe, 2018-2019

- Accompanied providers during patient consultations and ensured that all medical recording was completed by the end of the visit
- Maintained an accurate documentation of consultations with correct medical terminology
- Documented procedures completed and recorded diagnostic test results for billing purposes
- Effectively communicated to providers the status of their patients

AWARDS AND PUBLICATIONS

- ‘*A Qualitative Study of Patient Perception After Completing a Clinical Research Study*’ Celestine He, BA, Bridget Mueller MD, PHD, Gabriela Cedillo, BA, Gina Lee, BA, Alyha Benitez, Shanna-Kay Griffiths, BA, Jessica Robinson-Papp MD, MS, Mary Catherine George, PHD
- Dysautonomia in Migraine patients PI: Bridget Mueller, MD PHD
- **Journal of Trauma and Acute Care Surgery:** *Does Lower Extremity Fracture Fixation Technique Influence Neurologic Outcomes in Patients with Traumatic Brain Injury? The EAST Brain vs. Bone Multicenter Trial*
- Social Media Manager
- <https://youtu.be/2YSc9UaSaoo> completion of educational videos for Icahn School of Medicine

The Mount Sinai Commemorative COVID-19 Challenge Coin

With gratitude, we present you with the Mount Sinai Commemorative COVID-19 Challenge Coin. Every member of the Mount Sinai family is invited to receive this symbol of appreciation and recognition for your selfless dedication and commitment during the COVID-19 pandemic.

EDUCATION

University of Central Florida, Orlando FL

- Bachelor of Science in Health Administration, January 2017-Present

Valencia, Orlando FL

- Associate of Arts, December 2016

SKILLS

- Proficient in Windows, Microsoft Office: Access, Excel, Outlook, PowerPoint, Word
- Proficient in Medical Terminology
- Good Clinical Practice
- Native Spanish proficiency
- CPR/BLS certified
- OSHA/ HIPPA certified
- 45 DCF Hours
- Customer Service

- Neuropathy Screening
- Phlebotomy

Research Studies

- Toward safer opioid prescribing for chronic pain in high risk populations: implementing the Centers for Disease Control Guideline (CDC) guideline in the primary care HIV clinic (TOWER) **PI: Jessica Robinson-Papp MD, MS Ichan School of Medicine**
- **Phase II clinical trial Effects of Vagal Dysfunction on Gastrointestinal and Inflammatory Pathways in HIV.** **PI: Jessica Robinson-Papp MD, MS Ichan School of Medicine**
- HIPP Study effects on Schizophrenia and the Autonomic system (Gut-Brain Axis Study) **PI: Jessica Robinson-Papp MD, MS Ichan School of Medicine**
- Aortic Occlusion for Resuscitation in Trauma and Acute Care Surgery (AORTA): A prospective observational study of the Endovascular Skills in Trauma and Resuscitative Surgery (ESTARS) Working Group. Sponsor: **The American Association for the Surgery of Trauma**
- Brain vs. Bone: Does fracture fixation type influence outcomes in patients with traumatic brain injury? **Sponsor: The American Association for the Surgery of Trauma PI: Lawrence Lottenberg MD FACS**
- Outcomes of Early Initiation of Venous Thromboembolism Prophylaxis in Isolated Traumatic Brain Injuries **EAST multi-center Trial PI: Asanthi Ratnasekera DO FACS**
- Contemporary Management of Right Upper Quadrant Gunshot Wounds **University of Rochester. PI: Michael Vella, MD Faris Azar, MD**
- Hyperbaric Oxygen Brain Injury Treatment (HOBIT) Trial: A Multicenter, Randomized, Prospective Phase II Adaptive Clinical Trial Evaluating the Most Effective Hyperbaric Oxygen Treatment Paradigm for Severe Traumatic Brain Injury. **PI Gaylan Rockswold, M.D., Ph.D.; William Barsan, M.D., Byron Gajewski, Ph.D., Frederick Korley, M.D., Ph.D. Robert Borrego, M.D.** Central IRB Protocol Number: Pro00024234
- Severe Open Extremity Trauma Antibiotic Treatment Protocol (SEXTANT) The Major Extremity Trauma Research Consortium (METRC) Department of Defense. **PI: Stephan Quinann MD**
- Wound Management in Emergency Colorectal Surgery: To Close or Not to Close?
- Topical Antibiotic Therapy to Reduce Infection after Operative Treatment of Fractures at High Risk of Infection: TOBRA - A Multicenter Randomized Controlled Trial **Sponsor The Major Extremity Trauma Research Consortium (METRC) Department of Defense. PI: Stephan Quinann MD**
- A Prospective Observational Analysis of Prehospital Blood Transfusion and Tranexamic Acid (TXA) in Management of Severe Hemorrhage **Tulane School of Medicine PI: Juan Duchesne, M.D., Faris Azar, M.D., Robert Borrego, M.D.**
- Implementation of Trauma Resuscitation Teamwork and Communication Training **PI: Madonna Stotsenburg, RN, BSN. Faris Azar, M.D, Robert Borrego, M.D.**
- Multicenter Assessment of Coding Accuracy for Complicated and Uncomplicated Appendicitis **Boston University PI: Faris Azar, MD**
- Multi-Center Study of Universal CTA Necks for Major Blunt Trauma Patients **Louisiana State University PI: Faris Azar, MD**
- PUSH-IT: Prevent Unnecessary Surgeon Holds of Ingestions for Tracheostomy **University at Buffalo PI: Faris Azar, MD**
- GECKO Global Evaluation of Cholecystectomy Knowledge and Outcomes **NIHR Global Health Research Unit on Global Surgery PI: Faris Azar, MD GlobalSurg**
- Efficacy of Portable MRI Compared to Standard Head CT for Evaluation of Traumatic Intracranial Hemorrhage **PI: Kaveh Asadi-Moghaddam M.D. Faris Azar M.D.**

TPA RESOLUTION 2024-XX

A RESOLUTION APPROVING AN AMENDMENT TO THE OPERATING PROCEDURES OF THE PALM BEACH METROPOLITAN PLANNING ORGANIZATION d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY; MAKING FINDINGS; AMENDING SECTION 4.2A, ALL OF THE OPERATING PROCEDURES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Palm Beach Metropolitan Planning Organization (MPO), doing business as the Palm Beach Transportation Planning Agency (TPA), is the designated and duly constituted body responsible for the urban transportation planning process for Palm Beach County; and

WHEREAS, the TPA has previously adopted by-laws regulating the conduct of its Governing Board and advisory committees; and

WHEREAS, the TPA seeks to amend its Operating Procedures to remove the at-large member on the Citizens Advisory Committee membership; and

WHEREAS, total number of CAC members will be comprised of up to twenty one (21).

NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO, d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY, THAT:

SECTION 1. The foregoing recitals (“WHEREAS” clauses) are hereby adopted, declared to be true and correct, and are incorporated herein.

SECTION 2. The TPA Governing Board hereby:

1. Approves the amendment to the Palm Beach TPA Operating Procedures incorporated herein and attached hereto as Exhibit A and incorporated herein by this reference. The amendment sets forth new text which is underlined and deletes existing text with ~~stricken through~~ language.

SECTION 3. In the event that any term, provision, clause, sentence or section of this Resolution shall be held by a court of competent jurisdiction to be partially or wholly unenforceable or invalid for any reason whatsoever, any such invalidity, illegality, or unenforceability shall not affect any of the other or remaining terms, provisions, clauses, sentences, or sections of this Resolution, and this Resolution shall be read and/or applied as if the invalid, illegal, or unenforceable term, provision, clause, sentence, or section did not exist.

SECTION 4. This Resolution shall take effect upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the motion passed. The Chair thereupon declared the Resolution duly adopted this 18th day of April, 2024.

TRANSPORTATION PLANNING AGENCY

By: _____
Mayor Chelsea Reed,
as its Chair

ATTEST:

Ruth Del Pino, TPA Agency Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

Paul R. Gougelman, TPA General Counsel



PALM BEACH
Transportation
Planning Agency

Operating Procedures

Approved by TPA Board on ~~March 21, 2024~~ **April 18, 2024**

Mayor Chelsea Reed, TPA Chair

Section 4. Citizens Advisory Committee (CAC)

4.1 Role and Function

Pursuant to Section 339.175(6)(e), F.S., the CAC reviews and makes recommendations regarding items to be considered by the TPA Governing Board with respect to the concerns of the various segments of the community regarding their transportation needs. It shall be the function of the CAC to provide citizens review and make recommendations to the TPA Governing Board regarding:

- Public Participation Plan (PPP) development, implementation and modification;
- Policies and/or Projects contained within the TPA's Long Range Transportation Plans (LRTP), Priority Project Lists, Transportation Improvement Programs (TIP), and Unified Planning Work Programs (UPWP);
- Other TPA-led transportation plans, studies and reports;
- Transportation plans, studies, reports, and project designs presented to the TPA by partner agencies (FDOT, PBC Engineering, Municipalities, SFRTA, Palm Tran, Seaport, Airport, etc.);
- Regional transportation plans, studies, reports, and projects; and
- Proposed TPA policy or position statements.

4.2 Membership

- A. Number of CAC Members - The CAC is comprised of up to ~~twenty-two (22)~~ **twenty one (21)** and no less than eleven (11) CAC Members, representing a diverse segment of Palm Beach County's citizenry. ~~Effective September 30, 2025, the CAC membership shall be comprised of up to twenty-one (21), and no less than eleven (11) CAC Members, representing a diverse segment of Palm Beach County's citizenry. During the period until September 30, 2025, there shall be one at-large appointee who shall be nominated and appointed to serve by the TPA Governing Board. Should either at-large appointee resign, be removed from the CAC, or die, said at-large appointee's position shall cease to exist and the total CAC membership shall be reduced accordingly.~~

CAC Members - Each TPA Governing Board Member may nominate one CAC Member via submittal of a written request to the TPA along with a concise summary of the nominee's credentials for consideration and approval by the TPA Governing Board. When nominating CAC Members, TPA Governing Board members shall ensure adequate representation for minorities, the elderly and the handicapped in accordance with F.S. 339.175, Section (6)(e)1. Additionally, TPA Governing Board member nominations shall promote representation for environmental issues, business interests, the construction and development industry, the freight and goods movements industry, and private transportation providers as well as the general public. All CAC Members shall be residents and electors of Palm Beach County. A CAC Member cannot be an elected official or directly employed by an elected official. No advisory committee member may serve on more than one advisory committee to the TPA Governing Board at any time. The TPA Governing Board shall have the authority to grant waivers to the CAC membership requirements.

FIRST AMENDMENT TO PALM BEACH TPA AGREEMENT NO. 2022-01

**BETWEEN
PALM BEACH MPO dba THE PALM BEACH TRANSPORTATION PLANNING AGENCY
AND WEISS SEROTA HELFMAN COLE & BIERMAN, P.L. (CONTRACTOR) FOR LEGAL
CONSULTING SERVICES**

This Agreement is made as of this 18th day of April, 2024, by and between the Palm Beach MPO, doing business as the Palm Beach Transportation Planning Agency, an entity created pursuant to the provisions of Chapters 163 and 339, Florida Statutes, (hereinafter referred to as the (“TPA”), located at 301 Datura Street, West Palm Beach, FL 33401 and Weiss Serota Helfman Cole & Bierman, P.L., a Florida Limited Liability Company authorized to do business in the State of Florida and whose principal place of business is located at 1200 North Federal Highway - Suite 312, Boca Raton, FL 33432 (hereinafter referred to as the “CONTRACTOR” or “CONSULTANT”).

WITNESSETH

WHEREAS, the TPA and the CONTRACTOR entered into an Agreement for Legal Consulting services on May 19, 2022 (herein: the “Original Agreement”); and

WHEREAS, the TPA has desires to obtain additional services from the CONTRACTOR, particularly in the area of human resources compliance and administration; and

WHEREAS, the TPA attempted to obtain some of the additional services by the use of other outside consultants, but the respondents either did not respond correctly to the Request for Services or provided quotes that were more expensive than charges that would be provided by the CONTRACTOR; and

WHEREAS, the additional services and expanded use of the CONTRACTOR’s services have proven to be more cost effective than the use of other consultants; and

WHEREAS, the TPA has elected to continue receiving Services from Contractor until June 30, 2026, by means of contractual agreement; and

WHEREAS, the Contractor agrees to provide the Services, and the TPA agrees to pay the Contractor for the services upon completion.

NOW, THEREFORE, in consideration of the mutual terms, conditions, promises, covenants, and obligations set forth herein, the parties agree as follows:

A. The facts of statements set forth above, in the preamble and recitals (“WHEREAS” clause) to this Agreement, are true and correct and incorporated into and made part of the Agreement by reference.

B. The terms as defined in Section 1. B. of the Original Agreement shall apply to this Agreement.

C. In interpreting this Agreement, words underlined constitute new text, and words stricken through are text deleted, all as set forth in the Original Agreement.

D. Section 3. of the Original Agreement is amended as follows:

Section 3. Term. This Agreement shall take effect on July 1, 2022 and shall remain in full force and effect for a period of two years (24 months), expiring June 30, 2026 ~~June 30, 2024~~. ~~Two (2) additional twelve (12) month renewal options(s) may be exercised at the TPA's sole discretion. If the TPA elects to exercise the option(s), the TPA will notify the Contractor in writing of its election at least fifteen (15) days prior to the expiration of the then current term of the Agreement at the address set forth in Section 36 of this Agreement.~~

E. Section 4. And Exhibit "A" attached to the Original Agreement are amended as follows:

Section 4. Services.

- A. The TPA hereby engages the CONTRACTOR to render the Services set forth in Exhibit "A", attached hereto and incorporated herein. The Services are governed by this Agreement and may only be changed by written instrument signed by both parties.
- B. The CONTRACTOR shall comply with all applicable Federal, State, and local laws, Executive Orders, ordinances, and regulations relevant to the Services identified under this Agreement. If any provision of this Agreement requires the CONTRACTOR to violate any Federal, State, or local law, Executive Order, ordinance, or regulation, CONTRACTOR will immediately notify the TPA in writing of the appropriate changes and modifications that are necessary to proceed with the Services in compliance with the law.
- C. This Section 4. shall survive the termination of this Agreement.

F. Section 5. A. and B. and Exhibit "B" are hereby amended as follows:

Section 5. Payments.

- A. The TPA agrees to pay CONTRACTOR a maximum amount under this agreement of \$590,000 ~~245,000.00~~ dollars in United States currency for the Services, including all out-of-pocket or reimbursable expenses. *If the TPA exercises the option(s) to extend the agreement, the maximum amount increases by \$150,000.00 ~~\$100,000.00~~ dollars for each year extended. The TPA anticipates that funds will be allocated and distributed for each year of the Agreement as follows:*

TPA FY 2023	\$125,000.00
TPA FY 2024	<u>\$165,000.00</u> \$120,000.00
TPA FY 2025*	<u>\$150,000.00</u> \$100,000.00
TPA FY 2026*	<u>\$150,000.00</u> \$100,000.00

* If TPA elects to extend the agreement.

Based upon work requested by the TPA to be performed and the billing rate provided by this Agreement, the foregoing amounts may be increased if necessary.

B. The CONSULTANT will bill the TPA on a monthly basis for deliverables that have been completed and approved by the TPA. The CONSULTANT'S charges for all work provided under any Work Order issued by the TPA shall not exceed the hourly rates set forth in the Hourly Rate Schedule attached as Exhibit "B" (containing the final loaded rate for billing purposes for the CONSULTANT staff classifications that will perform services under this Agreement), which Exhibit "B" of hereby incorporated into this Agreement and made a part hereof. The parties agree that annual increases to said hourly unloaded rates shall not exceed 5% (five percent), unless increased for good cause established by the CONSULTANT and accepted by the TPA's Executive Director. Increases in the contract rate shall generally occur on the first day of each calendar year. The parties agree that any modification to the indirect cost percentage used to derive the final loaded rates shall be for good cause established by the CONSULTANT and accepted by the TPA's Executive Director. Loaded hourly rates for services to be performed by personnel not directly employed by the CONSULTANT shall be established within the Work Order for an individual task. Each billing shall not exceed the amount established by the parties for the work or task(s) performed. The total cost of the performance of all of the tasks described in the Scope, as further refined in the Work Orders issued, inclusive of all out-of-pocket or reimbursable expenses, shall be equal to or less than the not to exceed contract amount set forth above.

G. All of provisions of the Original Agreement shall remain in effect. This First Amendment to the Original Agreement shall take effective upon adoption, and Exhibit "B" is effective *nunc pro tunc* on January 1, 2024.

The Remainder of this Page is Intentionally Left Blank

IN WITNESS WHEREOF, the Palm Beach Transportation Planning Agency and the CONSULTANT have hereunto set their hands to this Agreement on this 18th day of April, 2024.

CONSULTANT:

TPA:

WEISS, SEROTA HELFMAN COLE & BIERMAN, P.L., a Florida Limited Liability Company

PALM BEACH METROPOLITAN PLANNING ORGANIZATION, a/k/a Palm Beach MPO, d/b/a Palm Beach TRANSPORTATION PLANNING AGENCY

By: _____
Title: Paul R. Gougelman, Partner

By: _____
Chelsea Reed, Chair

Date: _____

Date: _____

ATTEST FOR TPA:

Ruth del Pino, TPA Agency Clerk

APPROVED AS TO TERMS AND CONDITIONS

Valerie Neilson
TPA Executive Director

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

Paul R. Gougelman, Esq.
TPA General Counsel

Exhibit A
SCOPE OF SERVICES

The CONSULTANT shall:

1. Review agenda materials, attend TPA board meetings, and participate in meetings, conference calls, field trips or the like and report on the status of the legal matters;
2. Draft and/or review proposed policies, resolutions, contracts, amendments, and correspondence;
3. Review and analyze TPA legal files, data, documents and other materials and provide appropriate legal counsel;
4. Act as an intermediary between the TPA and counsel for other agencies or legal entities;
5. Initiate and conduct discovery including depositions on behalf of the TPA and represent the TPA in discovery initiated by opposing parties;
6. Represent the TPA at arbitration, trial, or on appeal; and
7. Perform other legal services as directed by the TPA.
8. Provide Human Resources Assistance.

Exhibit B

The following rates are inclusive of all consulting services that are to be provided effective January 1, 2024 for the calendar year 2024:

Name	Classification	Hourly Rate
Paul Gougelman	Lead Counsel	\$274.96 \$254.24
Alan Gabriel	Alternate	\$274.96 \$254.24
Matthew Ramenda	Litigation Atty	\$274.96 \$254.24
Brett J. Schneider	Labor Counsel	\$274.96 \$254.24
Milton Collins	Labor Counsel	\$274.96 \$254.24
Robert Meyers	Ethics and Procurement Counsel	\$274.96 \$254.24
Mitch Bierman	Procurement Counsel	\$274.96 \$254.24

Other counsel may be assigned from time to time by the CONTRACTOR with the Agreement of the TPA Executive Director

TPA RESOLUTION 2024-XX

A RESOLUTION OF THE PALM BEACH TRANSPORTATION PLANNING AGENCY (TPA) APPROVING AMENDMENT 3 TO THE FISCAL YEAR (FY) 2024-2028 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

WHEREAS, the Palm Beach Metropolitan Planning Organization (MPO) doing business as the Palm Beach Transportation Planning Agency (TPA), is the designated and duly constituted body responsible for the urban transportation planning process for Palm Beach County; and

WHEREAS, both 23 U.S.C. §134(j) and 23 CFR §450.326 mandate that the TPA develop and update a TIP at least every 4 years that reflects the investment priorities of the TPA's adopted Long Range Transportation Plan and covers a period of no less than 4 years; and

WHEREAS, the TPA's FY 24-28 TIP is a staged program encompassing a five-year period and including all regionally significant transportation improvements to all modes of travel in Palm Beach County as well as locally funded transportation improvement projects; and

WHEREAS, the TIP identifies projects for maintaining and improving the transportation system funded by federal, state and local sources in order to assist local governments with their transportation planning efforts; and

WHEREAS, the Florida Department of Transportation (FDOT) has requested approval of an Amendment to the following projects:

- I-95 @ SR-804/Boynton Beach Blvd Interchange (#4358041) – Cost increase due to additions to the scope
- SR-802/Lake Avenue MP 306.04 (#4522161) – New project for rail safety
- Northlake Blvd – Old Dixie Hwy and 10th Street at FEC (#4544401) –New project to add signal-preemption.

NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO, d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY, THAT:

SECTION 1. The foregoing recitals are hereby adopted and declared to be true and correct and are incorporated herein.

SECTION 2. The TPA Governing Board hereby approves Amendment 3 to the FY 24-28 Transportation Improvement Program, attached hereto as "Exhibit A" and by this reference

incorporated herein, and authorizes its Executive Director to execute any and all corresponding documents to memorialize this approval. This amendment does not affect or re-adopt any other provision of the TIP.

SECTION 3. This Resolution shall take effect upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____, and upon being put to a vote, the motion passed. The Chair thereupon declared the Resolution duly adopted this 18st day of April 2024.

PALM BEACH METROPOLITAN PLANNING ORGANIZATION,
d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY

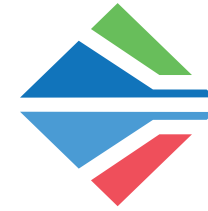
By: _____
Mayor Chelsea Reed, as its Chair

ATTEST:

Ruth Del Pino, TPA Agency Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

Paul R. Gougelman, TPA General Counsel



PALM BEACH
Transportation
Planning Agency

TRANSPORTATION IMPROVEMENT PROGRAM

FY 2024-2028

Adopted June 15, 2023

Amendment #3:

Scheduled for Adoption: April 18, 2024

PalmBeachTPA.org/TIP

Phase	Fund Source	2024	2025	2026	2027	2028	Total
EXISTING							
I-95 AT BOYNTON BEACH BLVD/SR-804 - Proj# 4358041					Length: 2.354 MI		*SIS*
Type of Work: INTERCHANGE JUSTIFICA/MODIFICA					Lead Agency: FDOT		
					LRTP#: SIS021		
Description: Reconstruct interchange to increase capacity by adding a WB through lane, EB to NB and WB to SB left turn lanes, off ramp turn lanes, and on ramp turn lanes. Includes bike lanes and wide sidewalks.							
ROW	ACNP	693,803	37,000	0	0	0	730,803
RRU	ACNP	2,300,000	0	0	0	0	2,300,000
ROW	BNIR	0	13,226,558	0	0	0	13,226,558
CST	STED	0	25,392,000	0	0	0	25,392,000
CST	SA	0	143,607	0	0	0	143,607
CST	ACNP	0	13,835,104	154,569	0	0	13,989,673
Total		2,993,803	52,634,269	154,569	0	0	55,782,641
		<i>Prior Years Cost</i>	<i>17,453,007</i>	<i>Future Years Cost</i>		<i>Total Project Cost</i>	<i>73,235,648</i>

PROPOSED

I-95 AT BOYNTON BEACH BLVD/SR-804 - Proj# 4358041					Length: 2.354 MI		*SIS*
Type of Work: INTERCHANGE JUSTIFICA/MODIFICA					Lead Agency: FDOT		
					LRTP#: SIS021		
Description: Reconstruct interchange to increase capacity by adding a WB through lane, EB to NB and WB to SB left turn lanes, off ramp turn lanes, and on ramp turn lanes. Includes bike lanes and wide sidewalks.							
ROW	ACNP	785,633	37,000	0	0	0	789,333
ROW	BNIR	4,288,649	3,220,283	0	0	0	7,508,639
ROW	DIH	211,651	0	0	0	0	211,651
RRU	ACNP	2,300,000	0	0	0	0	2,300,000
CST	STED	0	24,696,000	0	0	0	24,696,000
CST	SA	0	139,670	0	0	0	139,670
CST	ACNP	0	26,863,700	150,314	0	0	27,014,014
Total		7,585,933	54,956,653	150,314	0	0	62,692,900
		<i>Prior Years Cost</i>	<i>17,453,007</i>	<i>Future Years Cost</i>		<i>Total Project Cost</i>	<i>80,145,907</i>

Phase	Fund Source	2024	2025	2026	2027	2028	Total
PROPOSED - NEW PROJECTS							
SR-802 LAKE AVENUE MP 306.04 - Proj# 4522161					Length: 0.0 MI		*Non-SIS*
Type of Work: RAIL SAFETY PROJECT					Lead Agency: FDOT		
Description: Rail Safety Project					LRTP#: Pages 141-142		
RRU	RHH	157,527	0	0	0	0	157,527
	Total	157,527	0	0	0	0	157,527
<i>Prior Years Cost</i>		<i>0</i>	<i>Future Years Cost</i>		<i>Total Project Cost</i>		<i>157,527</i>

NORTHLAKE BLVD - OLD DIXIE HWY AND 10TH ST AT FEC CROSSING - Proj# 4544401					Length: 0.146 MI		*Non-SIS*
Type of Work: TRAFFIC CONTROL DEVICES/SYSTEM					Lead Agency: FDOT		
Description: Signal pre-emption to prevent vehicles from stopping on or near the railroad tracks. Signals added to each approach to the crossings.					LRTP#: Pages 141-142		
PE	SA	105,000	0	0	0	0	105,000
	Total	105,000	0	0	0	0	105,000
<i>Prior Years Cost</i>		<i>0</i>	<i>Future Years Cost</i>		<i>Total Project Cost</i>		<i>105,000</i>



Florida Department of Transportation

RON DESANTIS
GOVERNOR

3400 West Commercial Boulevard
Fort Lauderdale, FL 33309

JARED W. PERDUE, P.E.
SECRETARY

March 25, 2024

Valerie Neilson
Executive Director
Palm Beach Transportation Planning Agency
301 Datura Street
West Palm Beach, FL 33401

**SUBJECT: Palm Beach Transportation Planning Agency
TIP Amendment Request FY 2023/24 – 2027/28
435804-1 SR-9/I-95 @ SR-804/BOYNTON BEACH BLVD INTERCHANGE**

Dear Ms. Neilson:

Pursuant to *Part IV – Chapter 5: Statewide and Local Transportation Improvement Programs (STIP and TIP) of the Work Program Instructions*, the Florida Department of Transportation (FDOT) requests your processing and approval of the attached amendment to the FY 2023/24 – 2027/28 Transportation Improvement Program. This amendment is required because the project cost has increased by more than 20% AND \$2 million and needs to be reflected in the TIP.

The project construction cost increased due to the following:

- The use of Steel H-Piles lieu of prestressed concrete piles for the bridge widening.
- The use of carbon fiber reinforced polymer (CFRP) beam wrapping to strengthen the existing beams.
- Wrong Way Vehicle Detection for the off-ramps.
- Rectangular Rapid Flashing Beacons (RRFBs) for the free flow right turn lanes to I-95.
- Resurfacing of I-95 mainline and shoulders and shoulder restoration (near bridge) after I-95 bridge widening activities and associated temporary traffic control (lane shifts) to restore the current I-95 configuration.

This Transportation Improvement Program Amendment should be consistent with the Adopted Long-Range Transportation Plan. The adopted TIP remains financially constrained. A State Transportation Improvement Program (STIP) amendment is not required. The TIP amendment is as follows:

EXISTING	FM#	Project Title		Type of Work		Project Length
	435804-1	SR-9/I-95 @ SR-804/BOYNTON BEACH BLVD INTERCHANGE		INTERCHANGE JUSTIFICA/MODIFICA		2.354 MI
	Phase	Fund	FY 2024	FY 2025	FY 2026	FY 2027
	ROW	ACNP	693,803	37,000	0	0
	RRU	ACNP	2,300,000	0	0	0
	ROW	BNIR	0	13,226,558	0	0
	CST	STED	0	25,392,000	0	0
	CST	SA	0	143,607	0	0
	CST	ACNP	0	13,835,104	154,569	0
	TOTAL		2,993,803	52,634,269	154,569	0

PROPOSED	FM#	Project Title		Type of Work		Project Length
	435804-1	SR-9/I-95 @ SR-804/BOYNTON BEACH BLVD INTERCHANGE		INTERCHANGE JUSTIFICA/MODIFICA		2.354 MI
	Phase	Fund	FY 2024	FY 2025	FY 2026	FY 2027
	ROW	ACNP	785,633	37,000	0	0
	ROW	BNIR	4,288,649	3,220,283	0	0
	ROW	DIH	211,651	0	0	0
	RRU	ACNP	2,300,000	0	0	0
	CST	ACNP	0	26,863,700	150,314	0
	CST	DIH	0	139,670	0	0
	CST	STED	0	24,696,000	0	0
TOTAL		7,585,933	54,956,653	150,314	0	

If you have any questions or need additional information, please contact Marsha Taylor-Long at (954) 777-4401.

Sincerely,

DocuSigned by:

 C4960F17BB38437...
 Marsha Taylor-Long
 Planning Specialist
 District Four

The above TIP amendment was authorized to be included in the FY 2023/24-2027/28 Transportation Improvement Program.

 MPO Chairman or Designee

 Date

 Signature



Florida Department of Transportation

RON DESANTIS
GOVERNOR

3400 West Commercial Boulevard
Fort Lauderdale, FL 33309

JARED W. PERDUE, P.E.
SECRETARY

March 25, 2024

Valerie Neilson
Executive Director
Palm Beach Transportation Planning Agency
301 Datura Street
West Palm Beach, FL 33401

**SUBJECT: Palm Beach Transportation Planning Agency
TIP Amendment Request FY 2023/24 – 2027/28
452216-1 SR-802 LAKE AVENUE MP 306.04**

Dear Ms. Neilson:

Pursuant to *Part IV – Chapter 5: Statewide and Local Transportation Improvement Programs (STIP and TIP) of the Work Program Instructions*, the Florida Department of Transportation (FDOT) requests your processing and approval of the attached amendment to the FY 2023/24 – 2027/28 Transportation Improvement Program. This amendment is required because a new project has been added to the work program and needs to be reflected in the TIP.

This Transportation Improvement Program Amendment should be consistent with the Adopted Long-Range Transportation Plan. The adopted TIP remains financially constrained. A State Transportation Improvement Program (STIP) amendment is not required. The TIP amendment is as follows:

PROPOSED	FM#	Project Title		Type of Work		Project Length
	452216-1	SR-802 LAKE AVENUE MP 306.04		RAIL SAFETY PROJECT		0.000 MI
	Phase	Fund	FY 2024	FY 2025	FY 2026	FY 2027
	RRU	RHH	157,527	0	0	0
TOTAL		157,527	0	0	0	

If you have any questions or need additional information, please contact Marsha Taylor-Long at (954) 777-4401.

Sincerely,

DocuSigned by:
Marsha Taylor
64966F17B6384E7
Marsha Taylor-Long
Planning Specialist
District Four

The above TIP amendment was authorized to be included in the FY 2023/24-2027/28 Transportation Improvement Program.

MPO Chairman or Designee

Date

Signature



Florida Department of Transportation

RON DESANTIS
GOVERNOR

3400 West Commercial Boulevard
Fort Lauderdale, FL 33309

JARED W. PERDUE, P.E.
SECRETARY

March 25, 2024

Valerie Neilson
Executive Director
Palm Beach Transportation Planning Agency
301 Datura Street
West Palm Beach, FL 33401

**SUBJECT: Palm Beach Transportation Planning Agency
TIP Amendment Request FY 2023/24 – 2027/28
454440-1 NORTHLAKE BLVD - OLD DIXIE HWY AND 10TH STREET**

Dear Ms. Neilson:

Pursuant to *Part IV – Chapter 5: Statewide and Local Transportation Improvement Programs (STIP and TIP) of the Work Program Instructions*, the Florida Department of Transportation (FDOT) requests your processing and approval of the attached amendment to the FY 2023/24 – 2027/28 Transportation Improvement Program. This amendment is required because a new project has been added to the work program and needs to be reflected in the TIP.

This is a pre-emption signalization project for design and construction at Northlake Blvd and the FEC crossing in Palm Beach County. The project involves adding safety measures to prevent vehicles from stopping on (or being trapped) near the railroad tracks. The signals will be added at each approach to the railroad crossings and the signals will be pre-empted to stop vehicles before the railroad crossings when backups occur from the signals at Old Dixie Highway and 10th Street.

This Transportation Improvement Program Amendment should be consistent with the Adopted Long-Range Transportation Plan. The adopted TIP remains financially constrained. A State Transportation Improvement Program (STIP) amendment is not required. The TIP amendment is as follows:

PROPOSED	FM#	Project Title		Type of Work		Project Length
	454440-1	NORTHLAKE BLVD - OLD DIXIE HWY AND 10TH STREET		TRAFFIC CONTROL DEVICES/SYSTEM		0.146 MI
	Phase	Fund	FY 2024	FY 2025	FY 2026	FY 2027
	PE	SA	105,000	0	0	0
	TOTAL		105,000	0	0	0

If you have any questions or need additional information, please contact Marsha Taylor-Long at (954) 777-4401.

Sincerely,

DocuSigned by:
Marsha Taylor
C4960F17BB38437...

Marsha Taylor-Long
Planning Specialist
District Four

The above TIP amendment was authorized to be included in the FY 2023/24-2027/28 Transportation Improvement Program.

MPO Chairman or Designee

Date

Signature

FY 2025 & FY 2026

UNIFIED PLANNING WORK PROGRAM



PALM BEACH
Transportation
Planning Agency

DRAFT

 PalmBeachTPA.org/UPWP

301 Datura Street
West Palm Beach, FL 33401

CFDA Numbers

20.205 – Highway Planning and Construction
20.505 – Federal Transit Technical Studies Grant
(Metropolitan Planning)

FAP No. 0097-060-M

FM (FPN) No. 439325-5-14-01

FM (FPN) No. 439325-6-14-01

FM (FPN) No. 439325-7-14-01

FM (FPN) No. 413735-3-14-01



PALM BEACH Transportation Planning Agency

Unified Planning Work Program for Transportation Planning Activities

Fiscal Years 2025 and 2026
Period of July 1, 2024 to June 30, 2026

Approved by the Palm Beach Transportation Planning Agency on
May 16, 2024

Mayor Chelsea S. Reed, City of Palm Beach Gardens
TPA Chair

This report was prepared in cooperation with our funding partners including United States Department of Transportation, Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, Florida Commission on Transportation Disadvantaged, Palm Beach County and in coordination with other participating governments.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the American with Disabilities Act or translation services, free of charge, or for complaints, questions, or concerns about civil rights, please contact the Palm Beach TPA at 561-725-0800 or email Info@PalmBeachTPA.org. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.

FDOT D4 Cost Analysis Certification

DRAFT

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INTRODUCTION

The Palm Beach MPO, doing business as the Palm Beach Transportation Planning Agency (TPA or MPO), serves as the designated Metropolitan Planning Organization to administer the federally mandated transportation planning process for all of Palm Beach County. The TPA is part of a larger South Florida urbanized area referred to as the Miami FL Urbanized Area (UZA) that also includes the Miami-Dade Transportation Planning Organization (TPO), the Broward MPO, and a small portion of the Martin MPO.

The Unified Planning Work Program (UPWP) is the TPA’s plan of operations and budget which identifies the agency’s transportation planning activities for the two-year period starting July 1, 2024 through June 30, 2026. The UPWP is guided by the TPA’s vision of a safe, efficient, connected, and multimodal transportation system. The UPWP includes a description of planning work and resulting products, responsible agencies, schedules, costs, and funding sources. The UPWP is approved by the TPA Governing Board, available in **Appendix B**.

The TPA’s mission to collaboratively plan, prioritize and fund the transportation system is carried out pursuant to 23 United States Code (U.S.C.) §134, 49 U.S.C. §5303, 23 Code of Federal Regulations (C.F.R.) §450 Subpart C, and Section 339.175, Florida Statutes (F.S.). The TPA is in an air quality attainment area and does not anticipate completing any non-attainment planning activities.

The TPA is part of the Miami FL UZA/TMA with the primary planning area being the whole of Palm Beach County as identified in **Figure 1**. For context, a map of the entire Miami UZA/TMA is included in **Appendix D**.

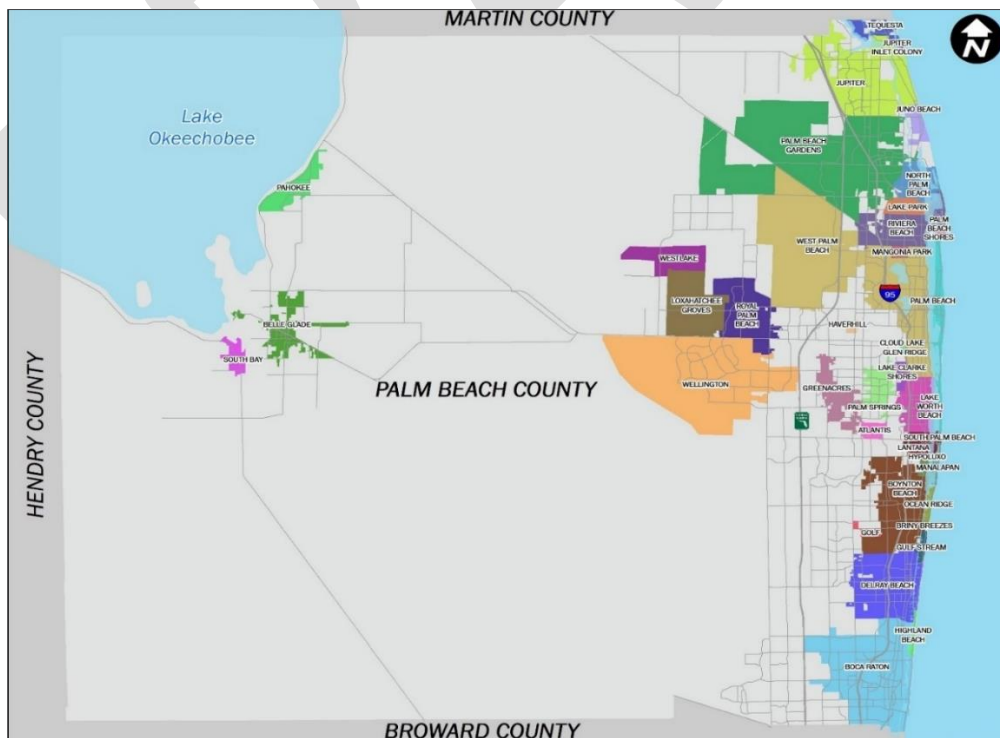


Figure 1. Palm Beach TPA Planning Area

Available Funding

The planning activities in the UPWP are predominately funded through federal grant reimbursements and a smaller portion funded through state and local sources. Funding sources include:

Consolidated Planning Grant (CPG) – an agreement that allows the consolidation of the two main federal planning funds, FHWA PL and FTA PL.

FHWA Planning (PL) Funds – federal highway funds apportioned by formula to each MPO to carry out the transportation planning process

FTA Planning (PL) Funds – federal transit funds apportioned by formula to each MPO to carry out the transportation planning process

FHWA Surface Transportation Block Grant (STBG) Urbanized Areas (SU) Funds – federal highway funds apportioned by formula to each large urban area MPO to plan, implement, and construct transportation projects.

Commission for Transportation Disadvantage (CTD) State Funds – state funding to implement transportation disadvantaged planning activities.

Local Funds – dues paid at 10-cents per capita by members on the TPA Governing Board.

The FDOT and the Palm Beach TPA participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the MPO, the Federal Highway Administration (FHWA), and Federal Transit Administration (FTA), to annually consolidate Florida's FHWA PL and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division. These funds are annually apportioned to FDOT as the direct recipient and allocated to the MPO by FDOT utilizing formulas approved by the MPO, FDOT, FHWA, and FTA in accordance with 23 CFR 420.109 and 49 U.S.C. Chapter 53. The FDOT is fulfilling the CPG's required 18.07% non-federal share (match) using Transportation Development Credits as permitted by 23 CFR 120(j) and FTA C 8100.1D."

Federal funding requires a local match. 23 U.S.C. §120 permits a State to use certain toll revenue expenditures as a credit toward the non-Federal matching share of all programs authorized by Title 23, (except for Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the Federal share to be increased up to 100% to the extent credits are available. The "soft match" amount being utilized to match the FHWA PL, and FHWA SU, and FTA 5305d funding in the UPWP is 18.07% of FHWA program funds for a total of \$2,025,445.

Please note that all eligible expenses will be reimbursed on an actual cost basis and therefore an indirect rate will not be utilized.

Table 1. CPG Available Funding Sources

Funding Source	Fiscal Year 2025	Fiscal Year 2026	Total
CPG FHWA PL Re-Obligation Contract G1031) ¹	\$166,666	\$0	\$166,666
CPG FHWA PL Re-Obligation (Contract G2917) ¹	TBD	TBD	TBD
CPG FHWA PL	\$1,740,636	\$1,783,596	\$3,524,232
CPG FTA	\$787,769	\$787,769	\$1,575,538
CPG Total	\$2,695,071	\$2,571,365	\$5,266,436

¹These are carry forward funds from prior fiscal year de-obligations. Funding is subject to change based on close out of the FY 2023-2024 UPWP.

Table 2. Available Funding Sources

Funding Source	Fiscal Year 2025	Fiscal Year 2026	Total
CPG Total	\$2,695,071	\$2,571,365	\$5,266,436
FHWA SU	\$1,911,000	\$2,006,000	\$3,917,000
CTD	\$54,000	\$54,000	\$108,000
TPA Local Funds	\$150,362	\$153,370	\$303,732
Total Funds Available	\$4,810,433	\$4,784,735	\$9,595,168

Planning Priorities, Emphasis Areas, and Factors

Local Priorities

The prime objective of the UPWP is to aid in the development and maintenance of a coordinated transportation system plan. The UPWP is further designed to produce required work products to serve several purposes:

- To progress toward selected performance measure targets through guided transportation decision making for desired transportation system performance outcomes;
- To aid federal and FDOT modal agencies in reviewing, monitoring, and evaluating the transportation planning process in metropolitan areas;
- To aid in advancing multimodal transportation planning on a regional and system wide level;
- To improve the effectiveness of transportation decision making by guiding various jurisdictions in their individual planning efforts to ensure the efficient use of resources; and

- To develop a regional approach to transportation planning that guides the various transportation planning participants and ensures an integrated transportation analysis.

FDOT Planning Emphasis Areas (PEAs)

In addition, FDOT has issued the following Planning Emphasis Areas (PEAs):

- **Safety** – The Florida Transportation Plan (FTP) and the State’s Strategic Highway Safety Plan (SHSP) place top priority on safety, with a state target of zero traffic fatalities and serious injuries. FDOT adopted their Strategic Highway Safety Plan in 2016, which provides more information about how the state intends to address transportation safety in the coming years. The UPWP commits the TPA to report on and monitor their progress against adopted safety performance measures, and to consider how to expand upon the level of analysis and reporting required by the performance measurement process to further study the safety challenges. The TPA is working actively to identify safety needs in its priority list, TIP and LRTP; conducting and partnering on stand-alone safety studies for areas or corridors; and raising safety considerations within modal planning elements.
- **Equity** – Executive Order 14008, Tackling the Climate Crisis at Home and Abroad, created the “Justice40 Initiative” that aims to deliver 40 percent (40%) of the overall benefits of relevant federal investments to disadvantaged communities. This initiative supports Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, outlines federal policy, and defines equity as the consistent and systematic fair, just, and impartial treatment of individuals. The FTP seeks transportation choices that improve accessibility and equity by including a key strategy to enhance affordable transportation, service, and information access options for all ages and abilities and throughout underserved communities. The TPA will identify and implement improvements based on data-driven project prioritization that considers not only the impacts of transportation projects on a community, but also the benefits of projects that can enhance opportunities for a community. The UPWP shall address approaches to furthering transportation equity.
- **Resilience** – With the passage of the Fixing America’s Surface Transportation (FAST) Act in 2015, resilience was introduced as a federal planning factor: “Improve the resilience and reliability of the transportation system and mitigate stormwater impacts of surface transportation.” Resilience is defined as the ability to adapt to changing conditions and prepare for, withstand, and recover from disruption. These conditions can encompass a wide variety of environmental, technological, economic, or social impacts. The TPA considers both the FHWA Resilience and Transportation Planning Guide and the FDOT Quick Guide: Incorporating Resilience within the LRTP to administer the planning process. The TPA also addresses resilience as a consideration within all its planning documents. The TPA coordinates with partner agencies responsible for natural disaster risk reduction, or who may be developing local resilience planning initiatives. Finally, the TPA considers the additional costs associated with reducing the vulnerability of the existing transportation infrastructure to ensure that its planning documents are ultimately more realistic and cost-effective.
- **Emerging Mobility** – Advances in communication and automation technology result in new mobility options, ranging from automated and connected transport, electric vehicles,

ridesharing, and micro-mobility, to flying cars and space travel. These changes may be disruptive and transformational, with impacts on safety, vehicle ownership, travel capacity, vehicle miles traveled, land-use, transportation design, future investment demands, supply chain logistics, economy, and the workforce. The TPA supports innovative technologies and business practices to advance the FTP and the federal planning factors. Emerging Mobility such as Automated, Connected, Electric and Shared Vehicle (ACES) may lead to great improvements in safety, transportation choices, and quality of life for Floridians, our visitors, and the Florida economy. Though there is a great deal of speculation and uncertainty about the potential impacts these technologies will have, the TPA is working to address the challenges and opportunities presented by ACES vehicles.

Table 1 provides a matrix of how the PEA's are reflected in the TPA's UPWP work activities.

Table 3. State Planning Emphasis Areas Matrix

UPWP Work Tasks	Safety	Equity	Resilience	Emerging Mobility
1. Engage the Public	✓	✓	✓	✓
2. Plan the System – Short Range	✓	✓	✓	✓
3. Plan the System – Long Range	✓	✓	✓	✓
4. Prioritize Funding	✓	✓	✓	✓
5. Implement Projects	✓	✓	✓	✓
6. Collaborate with Partners	✓	✓	✓	✓
7. Administer the Agency		✓		
8. Transfers to Other Agencies	✓	✓	✓	✓
9. Agency Expenditures with Local Funds		✓		

Federal Planning Factors

The FAST Act identified the following 10 planning factors to be considered by the TPA in developing the tasks and activities of the UPWP:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;

- 8. Emphasize the preservation of the existing transportation system;
- 9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- 10. Enhance travel and tourism.

Table 4 below shows a matrix of how the 10 Federal Planning Factors are integrated into the UPWP work tasks.

Table 4. Federal Planning Factors Matrix

UPWP Work Tasks	Federal Planning Factors									
	1	2	3	4	5	6	7	8	9	10
1. Engage the Public	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2. Plan the System – Short Range	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3. Plan the System – Long Range	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4. Prioritize Funding	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
5. Implement Projects	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
6. Collaborate with Partners	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7. Administer the Agency										
8. Transfers to Other Agencies	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
9. Agency Expenditures with Local Funds										

Federal Planning Emphasis Areas

FHWA and FTA Offices of Planning jointly issued the updated Planning Emphasis Areas (PEAs). **Table 5** shows a matrix of 2021 Federal PEAs and UPWP tasks.

Table 5. Federal Planning Emphasis Areas 2021

UPWP Work Tasks	Federal Planning Emphasis Areas 2021							
	Climate Crisis	Equity & Justice40	Complete Streets	Public Involvement	STRAHNET	FLMA Coordination	PEL	Data in Transportation Planning
1. Engage the Public	✓	✓	✓	✓	✓	✓	✓	✓
2. Plan the System – Short Range	✓	✓	✓	✓	✓	✓	✓	✓
3. Plan the System – Long Range	✓	✓	✓	✓	✓	✓	✓	✓
4. Prioritize Funding	✓	✓	✓	✓	✓	✓	✓	✓
5. Implement Projects	✓	✓	✓	✓	✓	✓	✓	✓
6. Collaborate with Partners	✓	✓	✓	✓	✓	✓	✓	✓
7. Administer the Agency		✓	✓	✓	✓	✓	✓	✓
8. Transfers to Other Agencies	✓	✓	✓	✓	✓	✓	✓	✓
9. Agency Expenditures with Local Funds	✓	✓		✓				

- **Tackling the Climate Crisis** – Transition to a Clean Energy, Resilient Future
- **Equity and Justice40 in Transportation Planning** – Ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas.
- **Complete Streets** – Effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.
- **Public Involvement** – Early, effective, and continuous public involvement brings diverse viewpoints into the decision making process.
- **Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination** – FHWA Division and FTA regional offices should encourage TPAs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities.
- **Federal Land Management Agency (FLMA) Coordination** – Coordinate with FLMA in the transportation planning and project programming process on infrastructure and

connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands.

- **Planning and Environmental Linkages (PEL)** – Implement PEL as part of the transportation planning and environmental review processes.
- **Data in Transportation Planning** – Encourage State DOTs, TPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs.

Transportation Planning Activities

Continuing

Many TPA planning activities are continuing from previous efforts, as highlighted below.

- Continue to engage the public through TPA social media platforms, events, and outreach to news media;
- The Vision 2050 Long Range Transportation Plan (LRTP) started in early 2023, with an anticipated adoption date of December 2024.
- Assists local government agencies in evaluating, identifying and prioritizing funds for multimodal infrastructure projects that increase safety and access for all users;
- Coordinates with Palm Tran and South Florida Regional Transportation Authority (SFRTA) in planning transit services and performing updates to their Transit Development Plans (TDP);
- Continuously monitors all federally required and local performance measures and identifies projects and strategies to achieve selected targets;
- Reviews the Strategic Intermodal System (SIS) Cost Feasible Plan for consistency and potential inclusion in the TPA's LRTP and TIP;
- Reviews transportation projects through the Electronic Review Comments (ERC), Multimodal Scoping Checklist (MMSC), and other processes.

Comprehensive

The planning activities of the TPA are comprehensive in addressing all modes of transportation (including walking, biking, transit, commercial vehicles, personal vehicles, etc.) and the manner in which they serve users of all ages and abilities.

Cooperative

The TPA cooperates with many participating agencies within Palm Beach County (PBC) and on a regional and statewide level to establish a safe, efficient, connected, and multimodal transportation system. The following are a list of entities that the TPA interacts with throughout the year:

- **Federal Agencies:** FHWA and FTA
- **State Agencies:** FDOT, Florida CTD, Florida Department of Environmental Protection (FDEP), Florida Department of Economic Opportunity
- **Metropolitan Planning Organization (MPO) Agencies:** Florida MPO Advisory Council (MPOAC), Southeast Florida Transportation Council (SEFTC), Miami-Dade Transportation

Planning Organization (TPO), Broward MPO, Martin County MPO, St. Lucie TPO, and Indian River County MPO

- **Local Governments:** PBC and PBC Municipalities
- **Transit Agencies:** Palm Tran and SFRTA
- **Airports and Seaports:** Port of Palm Beach, PBC Airports, and Boca Raton Airport Authority
- **Regional Planning Councils:** Treasure Coast Regional Planning Council (TCRPC) and South Florida Regional Planning Council (SFRPC)
- **Education Agencies:** School District of Palm Beach County, Florida Atlantic University (FAU), Palm Beach State College (PBSC), Palm Beach Atlantic University (PBAU), Lynn University, and Keiser University
- **Private Transportation Companies:** Florida East Coast (FEC) Railway, Brightline, CSX Railway, Tropical Shipping, Uber, Lyft, Circuit, Freebee, Via, BrightBike (DecoBike LLC), etc.
- **Private Business Organizations:** Economic Councils, Business Development Boards, Chambers of Commerce

Public Participation Process

The TPA continues to prioritize an increased emphasis on public engagement to promote greater awareness of TPA functions and increase information and analysis of TPA projects and programs. The TPA presents at public meetings, participates in outreach events, and provides comprehensive information on the TPA's website PalmBeachTPA.org and social media platforms.

The TPA's Public Participation Plan (PPP) guides the process to provide complete information, timely public notice, full public access to key decisions, and support for early and continued involvement. The PPP requires a 30-day public review and comment period for the UPWP.

The UPWP was developed in cooperation with federal, state, and regional transportation agencies, county departments and local municipalities and considers input gathered from the public during the continuing, comprehensive, and coordinated (3-C) transportation planning process. The UPWP development process follows the PPP and is reviewed by the Technical Advisory Committee (TAC), Citizen's Advisory Committee (CAC), and Vision Zero Advisory Committee (VZAC). Finally, the TPA Governing Board adopts the UPWP.

ORGANIZATION AND MANAGEMENT

The TPA's Governing Board consists of 21 members: five County Commissioners, 15 elected officials from our 13 largest municipalities, and one Port of Palm Beach Commissioner. The TPA Governing Board is responsible for providing overall policy and direction for transportation planning and serves as the coordination mechanism with various state agencies for transportation and land use plans.

The TPA's Operating Procedures facilitate efficient conduct by the TPA Governing Board and its advisory committees as it collaboratively plans, prioritizes, and funds the transportation system. The TPA Governing Board also coordinates with all Metropolitan Planning Organizations (MPOs) in the state through the Florida Metropolitan Planning Organization Advisory Council (MPOAC). The MPOAC is composed of an elected official and staff director from each MPO in the state and serves as a forum to discuss transportation issues and provide advice and input into FDOT plans and programs. Interaction with the local municipalities occurs through the TPA Governing Board, advisory committees as well as through planning activities.

In performing these functions, the TPA Governing Board is served by three advisory committees. FDOT has non-voting advisory members on the Governing Board and committees.

- **Technical Advisory Committee (TAC)** – Comprised of representatives with technical expertise in transportation from local governments (municipal and county), airports, seaports, public transit agencies, school district, and health department who are involved in transportation planning and engineering.
- **Citizen's Advisory Committee (CAC)** – Comprised of citizens reflecting a broad cross-section of local residents including minorities, elderly, and handicapped individuals as well as representation for environmental issues, business interests, the construction and development industry, the freight and goods movements industry, and private transportation providers as well as the general public.
- **Vision Zero Advisory Committee (VZAC)** – Comprised of county and municipal planners, law enforcement and fire rescue services, school district, health department, disabled community, and active transportation advocacy groups to address the comprehensive effort in implementing pedestrian and bicycle infrastructure, initiative, and safety aligning the TPA's Vision Zero efforts.

The TPA is the Designated Official Planning Agency (DOPA) for the Palm Beach County Transportation Disadvantaged (TD) program. The TPA administers the TD Local Coordinating Board (LCB), an advisory body to the CTD, and identifies local service needs, provides information, advice, and direction to the PBC Community Transportation Coordinator (CTC) on coordination of services to be provided to the transportation disadvantaged through the Florida Coordinated Transportation System.

The TPA Governing Board is also a member of SEFTC, overseeing regional transportation planning activities for the Palm Beach TPA, Broward MPO, and the Miami-Dade TPO in Southeast Florida.

The TPA has executed the following required agreements to facilitate the transportation planning process:

- **MPO Interlocal Agreement between all voting members of the TPA Governing Board and FDOT** – October 9, 2015 (creates the TPA and apportions membership).
- **Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement between the TPA, FDOT, TCRPC, SFRTA, the Port of Palm Beach, and PBC** – April 21, 2008 (coordination of multimodal transportation planning and comprehensive plans).
- **MPO Agreement between the TPA and FDOT** – expected execution June 2024 (July 1, 2024 to June 30, 2026 (provides FHWA PL, SU and FTA PL planning funds)). The MPO Agreement expires and is replaced every two years.
- **Public Transportation Grant Agreement G2373 between the TPA and FDOT** – executed February 1, 2022 (provides FTA planning funds from February 1, 2021 to December 31, 2025).
- **TD Planning Grant Agreement between the TPA and the CTD** – expected execution July 1, 2024 (provides state CTD planning funds to accomplish the duties and responsibilities of the DOPA as set forth in Chapter 427, F.S., Rule 41-2 from July 1, 2024 to June 30, 2025, with a new agreement anticipated to be executed no later than July 31, 2025).
- **SEFTC Interlocal Agreement as amended** – executed January 9, 2006 (regional transportation planning and coordination in South Florida).
- **Memorandum of Understanding between the TPA, Broward MPO, Miami-Dade TPO, and FDOT District 4 & 6** – October 4, 2019 through December 31, 2024 (coordination of Southeast Regional Planning model related activities).
- **Memorandum of Understanding between the TPA, Broward MPO, Miami-Dade TPO, and FDOT District 4 & 6** – September 1, 2020 through December 31, 2024 (acquisition of big data for the Southeast Regional Planning Model (SERPM) related activities).

Required Certification Statements and Assurances

In response to relevant laws and regulations governing the use of federal and state grants, the TPA includes the following certification statements and/or assurances:

- Federal and/or state funds are not being used for lobbying.
- Federal funds are not being used for procurement from persons who have been debarred or suspended, in accordance with the provisions of 49 C.F.R. Part 29, subparts A through E.
- The TPA provides an opportunity for disadvantaged business enterprises to participate in the performance of transportation planning contracts.
- The TPA has adopted and maintains a Title VI - Nondiscrimination Policy and program.
- The TPA has adopted a travel policy as stated in its Personnel Handbook.

The certification statements and assurances are included in **Appendix G**.

REQUIRED ACTIVITIES

The TPA's required activities are organized into eight (8) tasks to carry out the 3-C transportation planning process, guided by the TPA's adopted mission and vision statements. Annual and multi-year activities, deliverables, and estimated completion dates are identified within each task. Each task is budgeted individually with funding amounts identified by source. Additionally, the planning activities to be performed by FDOT in District 4 are shown in **Appendix E** and the planning activities to be performed by Palm Tran are shown in **Appendix F**.



Figure 2. Required Activities

Task 1. Engage the Public

Responsible Agency: Palm Beach TPA

Participating Agencies: FHWA, FDOT, Broward MPO (BMPO), Miami-Dade TPO (MDTPO), TCRPC, SEFTC, School District

Purpose

Enable and encourage public awareness and input into the transportation planning and project prioritization process.

Previous Work

Staff routinely presents to and gathers feedback from local community groups, business organizations, and conferences; conducts educational workshops; and participates in community outreach events, local project outreach activities, and events and initiatives to promote safety and alternative modes of transportation. Examples include Vision Zero workshops, safety fairs and events, Florida Mobility Week, Florida Bicycle Month, Walk-to-School Day, and Bike to-Work Week/Day events.

Continuing activities include the creation and distribution of an e-newsletter, *Transportation Tuesday*. Issues are directly distributed by email and additionally posted to the TPA website with accessibility tools such as contrast and font size adjustments. The e-newsletter includes announcements of news items, events, public review and comment opportunities for draft documents, and public meetings of the TPA and partner agencies including those for specific projects. Additional activities include maintenance and enhancements to the TPA website, use of the TPA social media platforms, photo and video gathering/editing, blog posts, monitoring of the Strategic Plan with the creation of an Annual Report, creation and distribution of online and print publications, and Title VI and disadvantaged business enterprise (DBE) monitoring.

Activities to Be Performed

Table 6. Task 1 Activities for Fiscal Years 2025 and 2026

	Activity	Deliverable(s)	Completion Date
A	Gather, prepare, and share information. Includes monitoring news media reports, gathering photos and videos, preparing flyers and brochures, and updating the TPA website.	Newsletters Website Updates Outreach Materials Social Media Posts	Monthly
B	Track public engagement and respond to comments through the TPA's website, social media, and in person at meetings and events.	Public Involvement Activity Report Public Comments Addressed	Monthly, As Needed
C*	Present information and seek input from the public and partner agencies. Includes surveys and language interpretive services as needed. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$2,500 FY 25 ▪ \$2,500 FY 26 	Presentations Surveys Interpretive Services	As Needed
D	Issue Public Notices in accordance with federal regulations, state guidelines, and the PPP <i>Direct advertising expenses:</i> <ul style="list-style-type: none"> ▪ \$2,000 FY 25 ▪ \$2,000 FY 26 	Advertisements	As Needed
E	Monitor ADA and Title VI compliance and process all complaints. Includes monitoring countywide statistical data (race, color, national origin, sex, age, disability).	Data Summaries and Monitoring Report	As Needed

*TPA staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year. Detail regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed.

Table 7. Task 1 Budget for Fiscal Years 2025 and 2026

Year 1: FY 2025			
Budget Category	FHWA		FY 2025 Total
	PL	SU	
Personnel (salary and benefits)	\$183,077	\$98,580	\$281,657
Consultants			
C - Prepare outreach materials	\$750	\$1,750	\$2,500
Direct Expenses	\$600	\$1,400	\$2,000
FY 2025 Total	\$184,427	\$101,730	\$286,157
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$197,723	\$106,466	\$304,189
Consultants			
C - Prepare outreach materials	\$750	\$1,750	\$2,500
Direct Expenses	\$600	\$1,400	\$2,000
FY 2026 Total	\$199,073	\$109,616	\$308,689

Task 2. Plan the System – Short Range

Responsible Agency: Palm Beach TPA

Participating Agencies: FDOT, FHWA, SEFTC, SFRTA, SFRPC, TCRPC, BMPO, MDTP0, Freight Industry, FDEP, FPL, PBC, School District, PBC Health Department (PBCHD), Local Municipalities, Northern and Western MPOs/TPO, Palm Tran

Purpose

Plan for a safe, efficient, connected multimodal transportation system for all users. To provide the necessary data and analysis tools to support and perform the multimodal planning processes for the TPA region, including:

- Planning and evaluation for all modes and services including pedestrian, bicycle, transit, freight, automobile, airport, seaport, intermodal, and non-emergency transportation services, and evaluate connected vehicle and autonomous vehicle (CV/AV) impacts
- Providing technical support to coordinate land use with the transportation system

Previous Work

The TPA hosted meetings and workshops related to action items identified in the 2021 Vision Zero Action Plan, including the initiation of a speed management study, hosted workshops, and promoted the Safe Streets and Roads for All program to its jurisdictions. The TPA also updated its process for evaluating countywide pedestrian and bicycle crashes to better coordinate with partners. Finally, the TPA conducted ten (10) walking and or bicycling safety audits to identify projects and safety improvements.

The TPA worked with Palm Tran, local municipalities, and Palm Beach County on advancing roadway modifications and transit improvements, such as the Okeechobee and SR-7 Multimodal Corridor Study. Corridor planning also included conducting lane repurposing for the purposes of new pedestrian, bicycle, and transit services. The TPA also worked towards refining new transit shelter locations, and prioritizing funds for Transit Signal Priority (TSP), electric buses, and enhanced transit shelters.

The TPA collaborated with Palm Tran and SFRTA on evaluating new transit service and conducting transportation planning activities for the transportation disadvantaged program. The TPA conducted an analysis to expand Tri-Rail Service to the Veterans Affairs Medical Center along the CSX railway as well as provide new service along the FEC railway.

The TPA continues to evaluate upcoming projects for Complete Streets improvements and worked with local municipalities, Palm Tran, and roadway owners to move these projects forward. The TPA also worked with FDOT and the County to collect and evaluate pedestrian and bicycle counts.

Staff streamlined transportation data visualizations and sharing for the public by maintaining a TPA mapping application and Open Data Hub to allow outside agencies and the public to access transportation data easily.

Activities to Be Performed

Table 8. Task 2 Activities for Fiscal Years 2025 and 2026

Activity	Deliverable(s)	Completion Date
A* Plan the fixed route transit system, including multimodal corridor studies, transit supportive land use analysis; Transit Development Plan (TDP) updates <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$350,000 FY 25 ▪ \$478,738 FY 26 	Corridor Studies	Annually
	TDP Updates	June 2025 June 2026
B Plan the Transportation Disadvantaged (TD) system, including TD Service Plan updates, Community Transportation Coordinator (CTC) evaluations, Local Coordinating Board (LCB) meeting coordination, and review of 5310 applications	TDSP Update	Annually by November
	CTC Evaluation	Annually by June
	LCB Meetings	Quarterly
C* Plan the non-motorized transportation system, including evaluating the pedestrian and bicycle priority networks, upcoming resurfacing projects, and high crash locations to identify infrastructure improvements and collect pedestrian and bicycle count and safety data <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$100,000 FY 25 ▪ \$100,000 FY 26 	Projects Identified	Annually in List of Priority Projects by July 2025 / July 2026
D Plan the freight system, including prioritization of freight projects, participation on committees, and coordinating with stakeholders	Projects Reviewed, Identified, and submitted for prioritization	As Needed, Submittal of Freight Priorities Program annually in March
E* Implement and monitor actions identified in Vision Zero Action Plan <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$90,500 FY 25 ▪ \$90,500 FY 26 	Implement Safety Actions, Vision Zero Action Plan Update, Annual Status Update	Feb 2025/ Feb 2026
F* Conduct and assist local governments with complete streets studies and mobility plans <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$150,000 FY 25 ▪ \$150,000 FY 26 	Community Plans and Studies	As Needed
G* Collect, analyze, and maintain transportation and GIS data, such as population and employment, traditionally underserved demographics, traffic counts, non-motorized, transit ridership, intermodal freight, etc. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$100,000 FY 25 ▪ \$100,000 FY 26 	Updated GIS Datasets	As Needed
	Updated Open Data Hub	

*TPA staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year. Detail regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed.

Table 9. Task 2 Budget for Fiscal Years 2025 and 2026

Year 1: FY 2025				
Budget Category	FHWA		CTD	FY 2025 Total
	PL ¹	SU	State	
Personnel (salary and benefits)	\$238,190	\$74,570	\$54,000	\$366,760
Consultants				
A - Corridor studies	\$17,500	\$332,500		\$350,000
C – Non-motorized system, project identification	\$20,000	\$80,000		\$100,000
E - Implement and monitor Vision Zero Action Plan	\$12,150	\$78,350		\$90,500
F - Conduct and assist w/ mobility plans	\$52,500	\$97,500		\$150,000
G - Collect and analyze transportation GIS/data	\$16,000	\$84,000		\$100,000
FY 2025 Total	\$356,340	\$746,920	\$54,000	\$1,157,260
Year 2: FY 2026				
Budget Category	FHWA		CTD	FY 2026 Total
	PL ¹	SU	State	
Personnel (salary and benefits)	\$257,245	\$84,831	\$54,000	\$396,076
Consultants				
A - Corridor studies	\$135,935	\$342,804		\$478,738
C – Non-motorized system, project identification	\$30,000	\$70,000		\$100,000
E - Implement and monitor Vision Zero Action Plan	\$27,150	\$63,350		\$90,500
F - Conduct and assist w/ mobility plans	\$45,000	\$105,000		\$150,000
G - Collect and analyze transportation GIS/data	\$30,000	\$70,000		\$100,000
FY 2026 Total	\$525,330	\$735,985	\$54,000	\$1,315,314

¹ These funds satisfy the requirements for the 2.5% PL set aside for Complete Streets planning, [§ 11206(b)]. The total amount of funds used by the TPO for Complete Streets Planning for FY 2025 is \$102,150 of \$1,907,302 PL, and for FY 2026 is \$238,085 of \$1,783,596 PL. 2.5% of the total PL allocation for FY 2025 is \$47,682 and FY 2026 is \$44,589.

Task 3. Plan the System – Long Range

Responsible Agency: Palm Beach TPA

Participating Agencies: FDOT, FHWA, SEFTC, SFRTA, SFRPC, TCRPC, BMPO, MDTPO, Freight Industry, FDEP, PBC, School District, PBCHD, Local Municipalities, Northern and Western MPOs/TPO, Palm Tran

Purpose

The Long Range Transportation Plan (LRTP), also known as the Metropolitan Transportation Plan (MTP), maps out the next 25 years of state and federal transportation system investments in PBC. As a comprehensive analysis of the transportation system, it also includes local (county, city, and private) investments planned for the transportation system. It identifies transportation projects and services such as premium transit corridors; major roadway improvements and new interchanges; freight capacity projects (roadways, railways, seaport, and airport facilities); and non-motorized facility networks (bicycle facilities, sidewalks, and shared-use paths).

The LRTP is updated every five (5) years. The next update is the 2050 LRTP, programmed for completion in this UPWP.

Previous Work

The TPA is currently in the process of updating the LRTP for 2050. Prior work included the start of the 2050 LRTP process, including stakeholder outreach, existing conditions and travel demand model updates, goals and objectives, and the draft needs analysis.

The TPA began working with local partner agencies to discuss land use policy decisions to create greater land use and transportation connection. The TPA also processed LRTP amendments as needed.

Activities to Be Performed

Table 10. Task 3 Activities for Fiscal Years 2025 and 2026

	Activity	Deliverable(s)	Completion Date
A	Process amendments to the adopted LRTP, including annual call for projects	Amendments	As Needed
B	Develop transportation data related to the LRTP and travel demand model, including population, employment, hotel/motel, school enrollment data, and transportation facility updates.	Update the travel demand model inputs with new development data when necessary.	As Needed
		Create projection allocation process for ongoing updates	Dec 2025

	Activity	Deliverable(s)	Completion Date
C*	<p>Develop the 2050 LRTP, including the below activities:</p> <ul style="list-style-type: none"> ▪ Update Goals, Objectives, and Performance Measures (PM) and associated performance-based planning activities ▪ Coordinate review and inclusion of transportation projects from partner agencies ▪ Public Engagement (Workshops/Meetings/Surveys/Public Outreach) ▪ Coordination with TPA committees and partner agencies <p><i>Consultant supported efforts:</i></p> <ul style="list-style-type: none"> ▪ \$275,000 FY 25 ▪ \$50,000 FY 26 	Goals, Objectives & PMs; Needs Plan; Cost Feasible Plan; LRTP Document	Dec 2024
D*	<p>Perform Efficient Transportation Decision Making (ETDM) screening, environmental justice, and Title VI reviews for major TPA projects</p> <p><i>Consultant supported efforts:</i></p> <ul style="list-style-type: none"> ▪ \$25,000 FY 25 ▪ \$15,000 FY 26 	ETDM Report or other screening as needed	As Needed

*TPA staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year. Detail regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed.

Table 11. Task 3 Budget for Fiscal Years 2025 and 2026

Year 1: FY 2025			
Budget Category	FHWA		FY 2025 Total
	PL	SU	
Personnel (salary and benefits)	\$130,759	\$78,598	\$209,357
Consultants			
C - Develop LRTP 2050	\$220,000	\$55,000	\$275,000
D - ETDM and project screening	\$7,500	\$17,500	\$25,000
FY 2025 Total	\$358,259	\$151,098	\$509,357
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$157,646	\$84,886	\$242,532
Consultants			
C - Develop LRTP 2050	\$15,000	\$35,000	\$50,000
D - ETDM and project screening	\$4,500	\$10,500	\$15,000
FY 2026 Total	\$177,146	\$130,386	\$307,532

Task 4. Prioritize Funding

Responsible Agency: Palm Beach TPA

Participating Agencies: FDOT, FDEP, PBC, Palm Tran, SFRTA, Local Municipalities, PBCHD

Purpose

Prioritize funding to maximize the implementation of projects that support the Vision of the TPA. Ensure that anticipated revenues are allocated to projects and programs in the five-year TIP consistent with the LRTP and according to the project priorities set forth by the TPA Governing Board.

Previous Work

The TPA continues to coordinated annually with FDOT on the development of the List of Priority Projects (LOPP), Draft Tentative Work Program (DTWP), and adoption of the TPA's Transportation Improvement Program (TIP). All TIP projects are available on the TPA's web map at PalmBeachTPA.org/map.

Activities to Be Performed

Table 12. Task 4 Activities for Fiscal Years 2025 and 2026

	Activity	Deliverable(s)	Completion Date
A	Administer the TPA's annual call for projects for competitive funding programs, review applications, and associated activities	Updated Guidelines, including scoring and submittal process	Oct 2024/ Oct 2025
		Applications Reviewed and Scored	Mar 2025/ Mar 2026
B	Develop and update the Transportation Improvement Program (TIP), including: <ul style="list-style-type: none"> ▪ Develop an annual List of Priority Projects (LOPP) ▪ Review FDOT Draft Work Program for consistency with the LRTP and adopted priorities of the TPA Governing Board ▪ Prepare TIP database and document. Also includes creation of an interactive online project map layer. ▪ Process required TIP amendments and modifications as needed ▪ Prepare the annual list of projects for which Federal funds (FHWA and FTA) were obligated in the previous fiscal year. 	List of Priority Projects	July 2024 / July 2025
		FDOT Draft Work Program Review	Oct 2024 / Oct 2025
		Adopted TIP Document Online map layer	June 2025 / June 2026
		TIP Amendments	As Needed
		List of Federal Obligated Projects	Dec 2025 / Dec 2026

Table 13. Task 4 Budget for Fiscal Years 2025 and 2026

Year 1: FY 2025			
Budget Category	FHWA		FY 2025 Total
	PL	SU	
Personnel (salary and benefits)	\$130,759	\$70,408	\$201,167
FY 2025 Total	\$130,759	\$70,408	\$201,167
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$141,219	\$76,041	\$217,260
FY 2026 Total	\$141,219	\$76,041	\$217,260

DRAFT

Task 5. Implement Projects

Responsible Agency: Palm Beach TPA

Participating Agencies: FDOT, TCRPC, PBC, Local Municipalities

Purpose

Ensure that implementation of projects and project scope details accomplish the vision, goals, and objectives of the TPA Governing Board.

Previous Work

The TPA updated the Performance Measures, inclusive of the Congestion Management Process (CMP) measures, during the creation of the 2045 LRTP. The performance measures now incorporate all federal performance measures and TPA created local measures. The TPA also began the update of Performance Measures in the 2050 LRTP, that will be adopted in FY 2025.

Staff worked with consultants on the development of a performance measures dashboard to provide up-to-date measures and visualizations.

Staff continued to participate actively in the design review process for state and local projects to ensure the final outcomes are consistent with the planning objectives. Staff worked with FDOT to develop an FDOT Scheduling Report that is reconfigured for inclusion in every monthly committee and Board agenda to provide a status on upcoming project milestones.

Activities to Be Performed

Table 14. Task 5 Activities for Fiscal Years 2025 and 2026

	Activity	Deliverable(s)	Completion Date
A	Monitor implementation of LRTP projects and projects in TPA funding programs	FDOT Milestone Report and Update to Project Status in Online Map	Monthly
B	Update the performance measures dashboard (inclusive of the CMP) to track progress and to serve as a resource for committees, stakeholders, and the public. Partner with FDOT, transit providers, and other stakeholders to adopt new performance measure targets as required.	Updated Performance Measures & Dashboard	As Needed Presentation in Feb 2025/Feb 2026
		Adopted Resolutions for Targets	June 2025/ June 2026 or as needed to meet individual target deadlines
C	Provide review and input on existing and proposed transportation projects constructed by partner agencies, including Project Development & Environmental (PDE),	Project Reviews	As Needed

Activity	Deliverable(s)	Completion Date
Multimodal Scoping Checklists, and Design Plans.		

Table 15. Task 5 Budget for Fiscal Years 2025 and 2026

Year 1: FY 2025			
Budget Category	FHWA		FY 2025 Total
	PL	SU	
Personnel (salary and benefits)	\$64,042	\$34,484	\$98,526
FY 2025 Total	\$64,042	\$34,484	\$98,526
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$69,165	\$37,243	\$106,408
FY 2026 Total	\$69,165	\$37,243	\$106,408

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Task 6. Collaborate with Partners

Responsible Agency: Palm Beach TPA

Participating Agencies: PBC, BMPO, MDTPO, SEFTC, Palm Tran, SFRTA, Local Municipalities, FDOT, TCRPC, SFRPC

Purpose

Collaborate and provide technical assistance to transportation partners to establish and implement policies, programs, and projects on topics of interest that align with the TPA's mission and vision.

Previous Work

The TPA worked with FDOT, locals, and South Florida Commuter Services to encourage local participation in Florida Mobility Week and Florida Love to Ride Month, coordinated with the Broward MPO and Miami-Dade TPO to host the annual Safe Streets Summit.

Through SEFTC, the TPA coordinated regionally to develop and adopt the 2050 Regional Long Range Plan (RTP) and a prioritized Transportation Regional Incentive Program (TRIP) project list. The TPA began coordination efforts with Miami-Dade TPO and Broward MPO to kick off the development of the 2050 RTP.

The TPA hosted several events on topics of interest to partner agencies, including a Performance Measures and Targets Workshop in collaboration with FHWA and FDOT, a Transportation Demand Management (TDM) Policy workshop, Transportation Funding Workshop, ADA Transition Plan workshop, a South Florida Transportation Roundtable, and a Safe Streets and Roads for All workshop.

Staff and Governing Board members attended or assisted in several workshops and trainings, including bicycling safety, Safe Streets Summit, Association of Metropolitan Planning Organizations (AMPO), MPO Advisory Council (MPOAC) weekend institute, and Americans with Disabilities (ADA) Compliance training..

Lastly, staff worked with municipalities, elected officials, planning staff, and transportation partners to conduct Walk Bike Audits along various corridors in PBC to identify pedestrian and bicyclist safety concerns and determine improvements that can be made.

Activities to Be Performed

Table 16. Task 6 Activities for Fiscal Years 2025 and 2026

	Activity	Deliverable(s)	Completion Date
A	Administer TPA Governing Board and advisory committee meetings, including communication with members	Agendas, minutes, presentations	Monthly
B	Adopt a prioritized TRIP project list through SEFTC	TRIP Priority List	Feb 2024/ Feb 2025
C	Participate in coordination meetings and serve on partner agency committees and/or provide input into the development of transportation planning documents as appropriate (e.g., FTP, SIS Plan, Community Traffic Safety Team, SFRTA, Palm Tran, etc.)	Meeting Attendance	As Needed
D*	Conduct ad-hoc work groups, workshops, peer exchanges, or other events to educate and learn from stakeholders regarding various transportation topics <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$108,438 FY 25 ▪ \$36,001 FY 26 	Work Groups, Workshops, Peer Exchanges, or Other Events	As Needed
E	Participate and coordinate with SEFTC and partner agencies for regional public participation and collaboration, including the SEFTC Regional Transportation Plan	Meeting Participation Review of SEFTC agendas and RTP deliverables.	As Needed

*TPA staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year. Detail regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed.

Table 17. Task 6 Budget for Fiscal Years 2025 and 2026

Year 1: FY 2025			
Budget Category	FHWA		FY 2025 Total
	PL	SU	
Personnel (salary and benefits)	\$234,648	\$126,349	\$360,997
Consultants			
D - Conduct ad-hoc work groups, workshops, etc.	\$83,605	\$24,834	\$108,438
FY 2025 Total	\$318,253	\$151,183	\$469,435
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$253,419	\$136,457	\$389,876
Consultants			
D - Conduct ad-hoc work groups, workshops, etc.	\$14,234	\$21,767	\$36,001
FY 2026 Total	\$267,653	\$158,224	\$425,877

Task 7. Administer the Agency

Responsible Agency: Palm Beach TPA

Participating Agencies: FHWA, FTA, PBC, Local Municipalities, FDOT, TCRPC, SFRPC, BMPO, MDTPO

Purpose

Provide the staff and resources necessary to administer the 3-C transportation planning process and to provide a fair and impartial setting for effective regional decision-making.

Previous Work

Staff performed required on-going activities including supporting the TPA Governing Board and advisory committee meetings; updated necessary documents, assisted in audits, and submitted quarterly/monthly progress reports and reimbursement requests.

The TPA continues to host public meetings utilizing the Zoom webinar platform to allow virtual participants for the public and stakeholders.

For internal operations, the TPA updated the Procurement Policies, the Financial Policies, as well as the Personnel Handbook as a resource for staff.

The TPA executed contracts for external auditing services, Human Resources, legal support services, and is working towards an integrated accounting system to be setup in FY 2025.

The TPA, in collaboration with FDOT and local agencies, updated the Planning Area Boundary and Urban Area Boundary, and is working towards review and approval of the updated Roadway Functional Classification. This is a mandatory process that occurs every ten years after the completion of the Decennial United States Census.

Activities to Be Performed

Table 18. Task 7 Activities for Fiscal Years 2025 and 2026

	Activity	Deliverable(s)	Completion Date
A	Maintain the eligibility of the certified urban transportation planning process; including administration of the UPWP, progress reports for grant reimbursement, Strategic Plan, and completion of joint federal and state certifications, as required.	FY 25-26 UPWP Progress Reports	Monthly & Quarterly
		Amendments & Modifications to UPWP	As needed
		FY 27-28 UPWP	May 2026
		2025 and 2026 Strategic Plan	June 2025, June 2026
		State Joint Certification	June 2025, June 2026
B*	Perform financial tasks including grant reimbursements, certified annual financial report, federal single audit reports, accounting, timekeeping, payroll, supporting FDOT audit(s), grant reconciliations, inventory, contract management, invoice payments, and monitoring Disadvantaged Business Enterprise (DBE) participation. <i>Professional services supported efforts:</i> <ul style="list-style-type: none"> ▪ \$175,000 FY 25 ▪ \$107,400 FY 26 	Certified Annual Financial Report, Federal Single Audit	February 2025, February 2026
		FDOT audit(s) Financial reports	March 2025, March 2026
		Grant Reimbursements	Monthly & Quarterly
		DBE Monitoring report	As Needed
		Accounting and financial reporting system	Ongoing Service
C*	Travel and Training for TPA staff, TPA Governing Board and committee members, including attendance at events, meetings, conferences, and workshops. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$25,000 FY 25 ▪ \$25,000 FY 26 	Attendance at events, meetings, conferences, workshops.	As Needed
		Creation and hosting of trainings and workshops	As Needed
D	Administration of TPA personnel, human resources, and operating procedures, including hiring, onboarding, and ongoing personnel support.	Staff hirings, onboardings, and personnel support	Ongoing
E*	Legal services to support the TPA's administration of the federal planning process, defend the TPA against all claims, and provide Human Resources services support. <i>Professional services supported efforts:</i> <ul style="list-style-type: none"> ▪ \$150,000 FY 25 ▪ \$150,000 FY 26 	Legal Review of agendas, documents, etc.	Monthly
		Legal Defense Documents	As Needed
		Human Resources support	As Needed
K	Supplies and Software tools and services to support operations as well as to fulfill planning processes, including public involvement, transportation projects management,	Software to carry out planning process	Ongoing

	Activity	Deliverable(s)	Completion Date
	Performance Measures, geospatial mapping and online data publishing.		
L*	IT Services and Website Maintenance Services <i>Professional services supported efforts:</i> <ul style="list-style-type: none"> ▪ \$36,000 FY 25 ▪ \$38,880 FY 26 	Website	Ongoing
M*	Purchasing and procurement of facilities, supplies, equipment and maintenance and services necessary for ongoing operations. Includes: facility rent and property insurance; electric, water, waste, and janitorial services; internet, voice, and security system; parking; purchasing and upkeep of equipment, copier and postage. <i>Professional services supported efforts:</i> <ul style="list-style-type: none"> ▪ \$60,000 FY 25 ▪ \$61,920 FY 26 	Rent, utilities, internet, voice, security, insurance	Monthly
		Purchasing of equipment and furniture	As Needed
		Facility and office maintenance	As Needed

*TPA staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year. Detail regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed.

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Table 19. Task 7 Budget for Fiscal Years 2025 and 2026

Year 1: FY 2025			
Budget Category	FHWA		FY 2025 Total
	PL	SU	
Personnel (salary and benefits)	\$512,229	\$275,815	\$788,044
Consultants			
B - Accounting & Payroll/Audit Services	\$127,750	\$47,250	\$175,000
C - Provide training for TPA staff and TPA members	\$5,000	\$20,000	\$25,000
E - Legal and Human Resources Services	\$82,500	\$67,500	\$150,000
L - IT Services & Website Maintenance Services	\$19,800	\$16,200	\$36,000
M - Property Management	\$33,000	\$27,000	\$60,000
Travel*	\$51,425	\$42,075	\$93,500
Direct Expenses			
Facilities	\$226,380	\$97,020	\$323,400
Graphics and Legal Advertising	\$17,050	\$13,950	\$31,000
Administrative Services	\$9,450	\$4,050	\$13,500
Supplies & Software**	\$168,500	\$31,500	\$200,000
Equipment & Improvements***	\$29,908	\$12,818	\$42,725
FY 2025 Total	\$1,282,992	\$655,178	\$1,938,169
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$553,207	\$297,881	\$851,088
Consultants			
B - Accounting & Payroll/Audit Services	\$59,070	\$48,330	\$107,400
C - Provide training for TPA staff and TPA members	\$5,000	\$20,000	\$25,000
E - Legal and Human Resources Services	\$83,000	\$67,000	\$150,000
L - IT Services & Website Maintenance Services	\$21,384	\$17,496	\$38,880
M - Property Management	\$34,056	\$27,864	\$61,920
Travel*	\$54,395	\$44,505	\$98,900
Direct Expenses			
Facilities	\$244,490	\$104,782	\$349,272
Graphics and Legal Advertising	\$17,600	\$14,400	\$32,000
Administrative Services	\$9,730	\$4,170	\$13,900
Supplies & Software**	\$79,380	\$34,020	\$113,400
Equipment & Improvements***	\$30,468	\$13,058	\$43,525
FY 2026 Total	\$1,191,780	\$693,505	\$1,885,285

*Palm Beach TPA understands that any atypical travel (traveling outside of the United States, or travel in the United States that includes peer exchange and facility or system tours) will be submitted to FDOT and FHWA for approval.

**Palm Beach TPA understands that supply purchases equal to or over \$1,000 will be submitted to FHWA for review and approval.

***Palm Beach TPA understands that equipment purchases equal to or over \$5,000 will be submitted to FHWA for review and approval.

Task 8. Transfers to Other Agencies

Purpose

To describe the regional planning responsibilities and funding sources for the maintenance and further development of the Southeast Regional Planning Model (SERPM) to forecast regional travel patterns and for the acquisition of big data to support the validation and calibration of SERPM in support of the metropolitan planning process. Although the funding below is available revenue of the TPA, the funding in the transfers are not directly programmed into the TPA's financial project planning grants. They passthrough FDOT to the lead agency.

Previous Work

The region has collaborated in the development and maintenance of previous versions of SERPM, a modeling tool which uses scenario forecasting to prepare for new socioeconomic environments and potential planning challenges within Southeast Florida. SERPM is updated every five years to support the development of regional and local transportation plans and other regional planning efforts. TPA staff began working with regional partners towards the implementation of SERPM 9 and collaborating on a big data purchase.

Memorandums of Understanding (MOU) have been entered jointly by the Miami-Dade TPO, Broward MPO, Palm Beach TPA, and FDOT Districts Four and Six, to develop an effective travel demand modeling tool and transportation data collection methods for transportation planning in the Tri-County Region. The MOUs cover the following activities:

- a) On-going travel demand modeling efforts related to SERPM 9 maintenance (Activity 1),
- b) Future tasks to support the next generation of SERPM, also referred to as SERPM 10 (Activities 2 and 3),

Activities to Be Performed

Table 20. Task 8 Activities for Fiscal Years 2025 and 2026

Activities	Scope	Deliverable(s)	Completion Date
A	FDOT will be leading this activity. Provide administrative and technical support, including training, documentation, and maintenance service for activities to maintain urban modeling and forecasting/SERPM, provide model support for other planning projects, and optimize model usability/user-friendliness.	Training Workshops	Annually/As requested by RTTAC-MS
		Comprehensive Performance Measures report on modeling modules	June 2026
		In-house computer equipment to perform SERPM simulations and analyses	June 2026
B	FDOT will be leading this activity. Develop an activity base model, SERPM Version 10,	Model estimate and Design Report	June 2026

Activities	Scope	Deliverable(s)	Completion Date
	covering the Miami Urbanized Area, which includes Palm Beach, Broward, and Miami-Dade Counties, which accurately reflects the travel demand patterns and markets for regional transit and highway projects, and make the model available to support the 2050 LRTP plan and 2050 RTP updates. <i>Transfer to FDOT District 4</i> ■ \$65,000 FY 2026	Data Collection / Compilation / Development Report	
		Model Calibration / Validation / Sensitivity Test Plan	June 2026
		SERPM networks / Model User Guide / Model training and support / SERPM along with all its scripts and program codes developed for the project.	June 2026
C	The Miami-Dade TPO will be leading this activity. Analyze future trends utilizing the added features and capabilities of the SERPM. Perform an analysis of model convergence related to the distribution of work trips from selected major employment centers.	Updated Traffic Analysis Districts (TADs) / Super-Districts	Annually/As requested by RTTAC-MS

Financial participation by the TPA is shown below along with a regional table showing the lead agency, various funding sources, and amounts by fiscal year for each of the shared regional tasks.

Table 21. Task 8 Budget for Fiscal Years 2025 and 2026

Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Consultants			
SERPM 10		\$65,000	\$65,000
FY 2026 Total	\$0	\$6,500	\$65,000

Table 22. Funding Sources for Task 8 with Partner Agencies

Year 2: FY 2026			
	FHWA		FY 2026 Total
	PL	SU	
SERPM 10 Development			
Lead Agency: FDOT District 4		\$250,000	\$250,000
FDOT District 6		\$0	\$0
Miami-Dade TPO		\$100,000	\$100,000
Broward MPO		\$85,000	\$85,000
Palm Beach TPA		\$65,000	\$65,000
FY 2026 Total	\$0	\$500,000	\$500,000

Highlighted cells indicate the transfers to the Lead Agency.

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Task 9. Agency Expenditures with Local Funds

Purpose

Authorize local fund expenditures for items that are not reimbursable from state and federal grant sources or used as a local match.

Activities to Be Performed

- **Maximize Agency Effectiveness** – Influence laws, policies, and discretionary funding decisions at the state and national levels to implement TPA priority transportation projects. Conduct peer exchanges with other MPOs around the country to inform better decision-making by TPA Governing Board members and staff. Support informed decision-making by TPA Governing Board members. This task may include professional lobbyist assistance.
- **Improve Public Engagement** – Purchase and distribute items to promote the TPA programs and solicit feedback, conduct targeted outreach events, and provide subsidy awards for transportation related activities, initiatives, and events that align with the mission and vision of the TPA.
- **Enhance Staff Performance** – Fund staff professional certification and licensing dues, professional society memberships, and other staff enhancement expenses, and provide refreshments at meetings to maximize productivity.
- **Balance to TPA Reserve (Local Fund)** – The balance of this account will be added to the TPA Reserve Account.

Table 23. Task 9 Activities for Fiscal Years 2025 and 2026

	Activity	Completion Date
A	Maximize Agency Effectiveness: Advocacy activities, including TPA travel expenses, TPA staff time, consultant fees, peer exchanges, board member briefings, etc.	As Needed
B	Improve Public Engagement: Promotional items, activities, and sponsorships	As Needed
C	Enhance Staff Performance: Certification and licensing dues and other staff enhancement expenses, professional organizational memberships, meeting refreshments	As Needed
D	Balance to TPA Local Reserves Fund	As Needed

Table 24. Task 9 Budget for Fiscal Years 2025 and 2026

Year 1: FY 2025		
Budget Category	Local	FY 2025 Total
Maximize Agency Effectiveness	\$55,000	\$55,000
Improve Public Engagement	\$30,000	\$30,000
Enhance Staff Performance	\$15,000	\$15,000
Balance to TPA Reserve Fund	\$50,362	\$50,362
FY 2025 Total	\$150,362	\$150,362
Year 2: FY 2026		
Budget Category	Local	FY 2026 Total
Maximize Agency Effectiveness	\$55,000	\$55,000
Improve Public Engagement	\$30,000	\$30,000
Enhance Staff Performance	\$15,000	\$15,000
Balance to TPA Reserve Fund	\$53,370	\$53,370
FY 2026 Total	\$153,370	\$153,370

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APPENDIX A
Acronyms

Acronym	Definition	Acronym	Definition
ACES	Automated/Connected/Electric/Shared-Use Vehicles	FY	Fiscal Year
ADA	Americans with Disabilities Act	GIS	Geographic Information System
AV	Automated Vehicles	LCB	Local Coordinating Board
BMPO	Broward Metropolitan Planning Organization	LI	Local Initiatives
CAC	Citizen's Advisory Committee	LLC	Limited Liability Company
CFR	Codes of Federal Regulation	LOPP	List of Priority Projects
CMP	Congestion Management Process	LRTP	Long Range Transportation Plan
COOP	Continuity of Operations Plan	MDTPO	Miami-Dade Transportation Planning Organization
CPG	Consolidated Planning Grant	MOU	Memorandum of Understanding
CTC	Community Transportation Coordinator	MPO	Metropolitan Planning Organization
CTD	Commission on Transportation Disadvantaged	MPOAC	Metropolitan Planning Organization Advisory Council
CV	Connected Vehicles	PBAU	Palm Beach Atlantic University
DBE	Disadvantaged Business Enterprise	PBC	Palm Beach County
ERC	Electronic Review Comments	PBCHD	Palm Beach County Health Department
ETDM	Efficient Transportation Decision Making	PBSC	Palm Beach State College
FAST	Fixing America's Surface Transportation	PD&E	Project Development and Environment
FAU	Florida Atlantic University	PEA	Planning Emphasis Areas
FDEP	Florida Department of Environmental Protection	PL	Metropolitan Planning
FDOT	Florida Department of Transportation	PM	Performance Measures
FEC	Florida East Coast	PPP	Public Participation Plan
FFY	Federal Fiscal Year	RTP	Regional Transportation Plan
FHWA	Federal Highway Administration	SEFTC	Southeast Florida Transportation Council
FTA	Federal Transit Administration	SERPM	Southeast Florida Regional Planning Model
FTP	Florida Transportation Plan	SFRPC	South Florida Regional Planning Council
SFRTA	South Florida Regional Transportation Authority	TDSP	Transportation Disadvantaged Service Plan

Acronym	Definition	Acronym	Definition
SHSP	State's Strategic Highway Safety Plan	TIP	Transportation Improvement Program
SIS	Strategic Intermodal System	TMA	Transportation Management Area
SRM	State Road Modifications	TPA	Transportation Planning Agency
STBG	Surface Transportation Block Grant (SU)	TPO	Transportation Planning Organization
TA	Transportation Alternatives	TRIP	Transportation Regional Incentive Program
TAC	Technical Advisory Committee	TSP	Transit Signal Priority
TCRPC	Treasure Coast Regional Planning Council	UPWP	Unified Planning Work Program
TD	Transportation Disadvantaged	UZA	Urbanized Area
TDP	Transit Development Plan	VZAC	Vision Zero Advisory Committee

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APPENDIX B

Resolution Adopting the FYs 2025 and 2026 UPWP

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APPENDIX C
Budget Summary

Funding Source

Contract	Funding Source	Source Level			FY 2025 Funding Source			FY 2026 Funding Source		
			2025	2026	Soft Match	Federal	State	Soft Match	Federal	State
					State	\$ 54,000	\$ 54,000	\$ -	\$ -	\$ 54,000.00
	CTD	CTD TOTAL	\$ 54,000	\$ 54,000	\$ -	\$ -	\$ 54,000	\$ -	\$ -	\$ 54,000
	FHWA	PL	\$ 2,695,071	\$ 2,571,365	\$ 594,409.04	\$ 2,695,071.00	\$ -	\$ 567,125.17	\$ 2,571,365.00	\$ -
SU		\$ 1,911,000	\$ 2,006,000	\$ 421,478.95	\$ 1,911,000.00	\$ -	\$ 442,431.59	\$ 2,006,000.00	\$ -	
FHWA TOTAL		\$ 4,606,071	\$ 4,577,365	\$ 1,015,888	\$ 4,606,071	\$ -	\$ 1,009,557	\$ 4,577,365	\$ -	
	Local	TPA Local Funds	\$ 150,362	\$ 153,370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Local TOTAL	\$ 150,362	\$ 153,370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		TOTAL	\$ 4,810,433	\$ 4,784,735	\$ 1,015,888	\$ 4,606,071	\$ 54,000	\$ 1,009,557	\$ 4,577,365	\$ 54,000

Agency Participation

Funding Source	CTD		FHWA		Local	
	Contract					
Fiscal Year	2025	2026	2025	2026	2025	2026
Total Budget	\$ 54,000	\$ 54,000	\$ 4,606,071	\$ 4,577,365	\$ 150,362	\$ 153,370
Task 1 Engage the Public						
Personnel (salary and benefits)	\$ -	\$ -	\$ 281,657	\$ 304,189	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 286,157	\$ 308,689	\$ -	\$ -
Task 2 Plan the System Short Term						
Personnel (salary and benefits)	\$ 54,000	\$ 54,000	\$ 312,760	\$ 342,076	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 790,500	\$ 919,238	\$ -	\$ -
Sub Total	\$ 54,000	\$ 54,000	\$ 1,103,260	\$ 1,261,314	\$ -	\$ -
Task 3 Plan the System Long Term						
Personnel (salary and benefits)	\$ -	\$ -	\$ 209,357	\$ 242,532	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 300,000	\$ 65,000	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 509,357	\$ 307,532	\$ -	\$ -
Task 4 Prioritize Funding						
Personnel (salary and benefits)	\$ -	\$ -	\$ 201,167	\$ 217,260	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 201,167	\$ 217,260	\$ -	\$ -
Task 5 Implement Projects						
Personnel (salary and benefits)	\$ -	\$ -	\$ 98,526	\$ 106,408	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 98,526	\$ 106,408	\$ -	\$ -
Task 6 Collaborate with Partners						
Personnel (salary and benefits)	\$ -	\$ -	\$ 360,997	\$ 389,876	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 108,438	\$ 36,001	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 469,435	\$ 425,877	\$ -	\$ -
Task 7 Administer the Agency						
Personnel (salary and benefits)	\$ -	\$ -	\$ 788,044	\$ 851,088	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 446,000	\$ 383,200	\$ -	\$ -
Travel	\$ -	\$ -	\$ 93,500	\$ 98,900	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 367,900	\$ 395,172	\$ -	\$ -
Supplies	\$ -	\$ -	\$ 200,000	\$ 113,400	\$ -	\$ -
Equipment	\$ -	\$ -	\$ 42,725	\$ 43,525	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 1,938,169	\$ 1,885,285	\$ -	\$ -
Task 9 Agency Expenditures with Local Funds						
Maximize Agency Effectiveness	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ 55,000
Improve Public Engagement	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
Enhance Staff Performance	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000
Balance to TPA Local Reserves Fund	\$ -	\$ -	\$ -	\$ -	\$ 50,362	\$ 53,370
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 150,362	\$ 153,370
8 Transfer to Other Agencies						
Consultant	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -
Sub-Total (less the de-obligated funds)	\$	108,000	\$	9,183,436	\$	303,732
Total De-ob. Funds (PL)	\$	-	\$	-	\$	-
Total De-ob. (Other Source)	\$	-	\$	-	\$	-
TOTAL PROGRAMMED	\$ 54,000	\$ 54,000	\$ 4,606,071	\$ 4,577,365	\$ 150,362	\$ 153,370

Task 1 Engage the Public				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	
Personnel (salary and benefits)	\$ 183,077	\$ 98,580	\$ 281,657	\$ 281,657
Consultant	\$ 750	\$ 1,750	\$ 2,500	\$ 2,500
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ 600	\$ 1,400	\$ 2,000	\$ 2,000
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 184,427	\$ 101,730	\$ 286,157	\$ 286,157
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	
Personnel (salary and benefits)	\$ 197,723	\$ 106,466	\$ 304,189	\$ 304,189
Consultant	\$ 750	\$ 1,750	\$ 2,500	\$ 2,500
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ 600	\$ 1,400	\$ 2,000	\$ 2,000
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 199,073	\$ 109,616	\$ 308,689	\$ 308,689

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	585,846
Consultant	\$	5,000
Travel	\$	-
Direct Expenses	\$	4,000
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	594,846

Task 2 Plan the System Short Term						
2025						
Funding Source	FHWA			CTD		FY 2025 Total
Contract Number						
Source Level	PL	SU	Total	State	Total	
MPO Budget Reference						
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	2025 CTD (State)	2025 CTD (Total)	
Personnel (salary and benefits)	\$ 238,190	\$ 74,570	\$ 312,760	\$ 54,000	\$ 54,000	\$ 366,760
Consultant	\$ 118,150	\$ 672,350	\$ 790,500	\$ -	\$ -	\$ 790,500
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 356,340	\$ 746,920	\$ 1,103,260	\$ 54,000	\$ 54,000	\$ 1,157,260
2026						
Funding Source	FHWA			CTD		FY 2026 Total
Contract Number						
Source	PL	SU	Total	State	Total	
MPO Budget Reference						
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	2026 CTD (State)	2026 CTD (Total)	
Personnel (salary and benefits)	\$ 257,245	\$ 84,831	\$ 342,076	\$ 54,000	\$ 54,000	\$ 396,076
Consultant	\$ 268,085	\$ 651,154	\$ 919,238	\$ -	\$ -	\$ 919,238
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 525,330	\$ 735,985	\$ 1,261,314	\$ 54,000	\$ 54,000	\$ 1,315,314

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	762,836
Consultant	\$	1,709,738
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	2,472,574

This amount represents the total Task budget (shown in Enter the total De-ob. Fund amount for FHWA PL Funds Enter any other funding sources containing De-ob. fund

Task 3 Plan the System Long Term				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	
Personnel (salary and benefits)	\$ 130,759	\$ 78,598	\$ 209,357	\$ 209,357
Consultant	\$ 227,500	\$ 72,500	\$ 300,000	\$ 300,000
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 358,259	\$ 151,098	\$ 509,357	\$ 509,357
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	
Personnel (salary and benefits)	\$ 157,646	\$ 84,886	\$ 242,532	\$ 242,532
Consultant	\$ 19,500	\$ 45,500	\$ 65,000	\$ 65,000
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 177,146	\$ 130,386	\$ 307,532	\$ 307,532

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	451,889
Consultant	\$	365,000
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	816,889

Task 4 Prioritize Funding				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	
Personnel (salary and benefits)	\$ 130,759	\$ 70,408	\$ 201,167	\$ 201,167
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 130,759	\$ 70,408	\$ 201,167	\$ 201,167
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	
Personnel (salary and benefits)	\$ 141,219	\$ 76,041	\$ 217,260	\$ 217,260
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 141,219	\$ 76,041	\$ 217,260	\$ 217,260

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	418,427
Consultant	\$	-
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	418,427

Task 5 Implement Projects				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	
Personnel (salary and benefits)	\$ 64,042	\$ 34,484	\$ 98,526	\$ 98,526
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 64,042	\$ 34,484	\$ 98,526	\$ 98,526
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	
Personnel (salary and benefits)	\$ 69,165	\$ 37,243	\$ 106,408	\$ 106,408
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 69,165	\$ 37,243	\$ 106,408	\$ 106,408

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	204,934
Consultant	\$	-
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	204,934

Task 6 Collaborate with Partners				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	
Personnel (salary and benefits)	\$ 234,648	\$ 126,349	\$ 360,997	\$ 360,997
Consultant	\$ 83,605	\$ 24,834	\$ 108,438	\$ 108,438
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 318,253	\$ 151,183	\$ 469,435	\$ 469,435
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	
Personnel (salary and benefits)	\$ 253,419	\$ 136,457	\$ 389,876	\$ 389,876
Consultant	\$ 14,234	\$ 21,767	\$ 36,001	\$ 36,001
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 267,653	\$ 158,224	\$ 425,877	\$ 425,877

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	750,873
Consultant	\$	144,439
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	895,312

Task 7 Administer the Agency				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	
Personnel (salary and benefits)	\$ 512,229	\$ 275,815	\$ 788,044	\$ 788,044
Consultant	\$ 268,050	\$ 177,950	\$ 446,000	\$ 446,000
Travel	\$ 51,425	\$ 42,075	\$ 93,500	\$ 93,500
Direct Expenses	\$ 252,880	\$ 115,020	\$ 367,900	\$ 367,900
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 168,500	\$ 31,500	\$ 200,000	\$ 200,000
Equipment	\$ 29,908	\$ 12,818	\$ 42,725	\$ 42,725
2025 Totals	\$ 1,282,992	\$ 655,178	\$ 1,938,169	\$ 1,938,169
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	
Personnel (salary and benefits)	\$ 553,207	\$ 297,881	\$ 851,088	\$ 851,088
Consultant	\$ 202,510	\$ 180,690	\$ 383,200	\$ 383,200
Travel	\$ 54,395	\$ 44,505	\$ 98,900	\$ 98,900
Direct Expenses	\$ 271,820	\$ 123,352	\$ 395,172	\$ 395,172
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 79,380	\$ 34,020	\$ 113,400	\$ 113,400
Equipment	\$ 30,468	\$ 13,058	\$ 43,525	\$ 43,525
2026 Totals	\$ 1,191,780	\$ 693,505	\$ 1,885,285	\$ 1,885,285

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	1,639,132
Consultant	\$	829,200
Travel	\$	192,400
Direct Expenses	\$	763,072
Indirect Expenses	\$	-
Supplies	\$	313,400
Equipment	\$	86,250
Total	\$	3,823,454

Input the individual subtasks for each budget category and the total amount used by your MPC

8 Transfer to Other Agencies				
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source Level	PL	SU	Total	
Detail				
MPO Budget Reference	CPG			
Lookup Name	026 FHWA (PL)	026 FHWA (SU)	026 FHWA (Total)	
Consultant				
SERPM 10		\$ 65,000	\$ -	\$ 65,000
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
Consultant Subtotal	\$ -	\$ 65,000	\$ 65,000	\$ 65,000
Total	\$ -	\$ 65,000	\$ 65,000	\$ 65,000

8 Transfer to Other Agencies Detailed Breakdown

2026											
Funding Source			Transfer from			FHWA			FY 2026 Total		
Source Level			MPO Budget Reference			PL	SU	Total			
SERPM 10 Development						CPG					
<i>Lead Agency:</i>	FDOT (D-4)	No				\$	250,000	\$	250,000	\$	250,000
<i>(Other contributing Agencies)</i>	FDOT (D-6)	Yes						\$	-	\$	-
	Miami-Dade TPO	Yes				\$	100,000	\$	100,000	\$	100,000
	Broward MPO	Yes				\$	85,000	\$	85,000	\$	85,000
	Palm Beach	Yes				\$	65,000	\$	65,000	\$	65,000
<i>SERPM 10 Development Subtotal</i>						\$	-	\$	500,000	\$	500,000
Total						\$	-	\$	500,000	\$	500,000

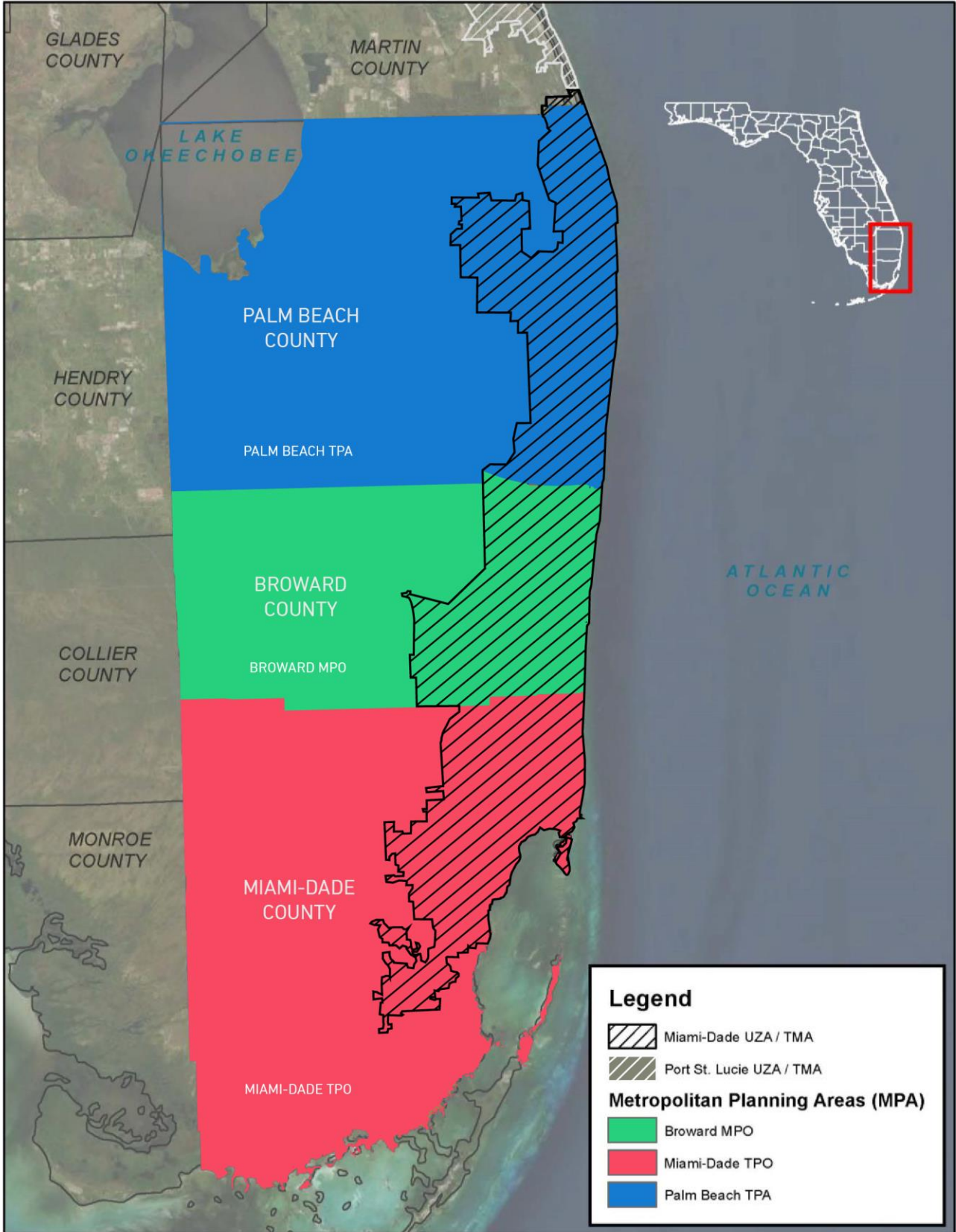
Task 9 Agency Expenditures with Local Funds			
2025			
Funding Source	Local		FY 2025 Total
Contract Number			
Source Level	TPA Local Funds	Total	
MPO Budget Reference			
Lookup Name	Local (TPA Local F	2025 Local (Total)	
Maximize Agency Effectiveness	\$ 55,000	\$ 55,000	\$ 55,000
Improve Public Engagement	\$ 30,000	\$ 30,000	\$ 30,000
Enhance Staff Performance	\$ 15,000	\$ 15,000	\$ 15,000
Balance to TPA Local Reserves Fund	\$ 50,362	\$ 50,362	\$ 50,362
Indirect Expenses	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
2025 Totals	\$ 150,362	\$ 150,362	\$ 150,362
2026			
Funding Source	Local		FY 2026 Total
Contract Number			
Source	TPA Local Funds	Total	
MPO Budget Reference			
Lookup Name	Local (TPA Local F	2026 Local (Total)	
Maximize Agency Effectiveness	\$ 55,000	\$ 55,000	\$ 55,000
Improve Public Engagement	\$ 30,000	\$ 30,000	\$ 30,000
Enhance Staff Performance	\$ 15,000	\$ 15,000	\$ 15,000
Balance to TPA Local Reserves Fund	\$ 53,370	\$ 53,370	\$ 53,370
Indirect Expenses	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
2026 Totals	\$ 153,370	\$ 153,370	\$ 153,370

	FY 2025 & 2026 TOTAL
Personnel (salary and benefits)	\$ 110,000
Consultant	\$ 60,000
Travel	\$ 30,000
Direct Expenses	\$ 103,732
Indirect Expenses	\$ -
Supplies	\$ -
Equipment	\$ -
Total	\$ 303,732

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APPENDIX D

Map of Miami Urbanized Area



Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



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APPENDIX E

FDOT D4 Planning Activities FY 25 to FY 26

The following list of Planning Activities is provided:

1. Strategic Intermodal System (SIS) Planning
2. Interchange Reviews
3. State Highway System Corridor Studies
4. Systems Planning and Reviews
5. Freight Planning and Reviews
6. Travel Demand Model Development
7. Travel Demand Model Maintenance & Support
8. Federal Functional Classification (including Urban Boundary Updates)
9. Traffic Characteristic Inventory Program
10. Roadway Characteristics Inventory
11. GIS Application Development and System Maintenance
12. Promoting and Coordinating Safety for all Modes of Transportation, including Bicycle and Pedestrian
13. Transportation Alternatives Program Development
14. Complete Streets Studies
15. Modal Development and Technical Support
16. Commuter Services
17. ETDM/Community Impact Assessment
18. Growth Management Impact Reviews
19. Annual Traffic Count Program
20. Resiliency
21. Land use (Consistency throughout state, county, and local municipalities)
22. Transportation System Management and Operation (TSM&O)

FDOT District Four will undertake Planning Activities consistent with the following goals (in no particular order):

- The Seven goals of the Florida Transportation Plan (FTP), which include:
 - Safety & Security
 - Infrastructure
 - Mobility
 - Choices
 - Economy
 - Community
 - Environment

- The **2024 Florida Planning Emphasis Areas** (published by USDOT in the December 30, 2021 Letter) which include:
 - Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future
 - Equity and Justice40 in Transportation Planning
 - Complete Streets
 - Public Involvement
 - Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination
 - Federal Land Management Agency (FLMA) Coordination
 - Planning and Environment Linkages (PEL)
 - Data in Transportation Planning

- The FDOT Secretary’s list of the “vital few” agency emphasis areas, which include:
 - Safety
 - Workforce Management
 - Technology
 - Communities
 - Resiliency
 - Robust Supply Chain

Please note that FDOT has elected not to identify deliverables, completion dates, funding sources, or amounts for their planning activities. Instead, FDOT noted that the list is representative of (but shall not constrain) the typical planning activities that are performed by FDOT District 4 on either a continuous basis or intermittently as needed, using State and Federal funds authorized for Planning purposes. Finally, FDOT states their activities may be undertaken at any time during the two-year UPWP cycle at the discretion of District 4 based on identified needs.

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APPENDIX F

Palm Tran FTA Planning Activities FY 25 to 26

Palm Tran Planning Activities FY 2025 – 2026

Planning activities are:

- Mobility on Demand Zone Assessments
- Transportation Network Company Zone Assessments
- ADA Transition Plan
- Existing Service Efficiency Assessments
- Bus Shelters and Amenities Placement Analysis
- Transit Hub/Super Stop Placement Analysis
- Enhanced Transit Renderings
- Bus Stop Consolidation
- (Origin-Destination, Demographic) Onboard Survey

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APPENDIX G

UPWP Statements, Assurances and Policies

FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

525-010-08
POLICY PLANNING
05/18

DEBARMENT and SUSPENSION CERTIFICATION

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

(1) The Palm Beach TPA hereby certifies to the best of its knowledge and belief, that it and its principals:

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

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

Name:
Title: MPO Chairman (or designee)

Palm Beach TPA _____
Date

FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

525-010-08
POLICY PLANNING
05/18

LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS

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

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

Name:
Title: MPO Chairman (or designee)

Palm Beach TPA _____
Date

FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
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POLICY PLANNING
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DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

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

The _____, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the _____, in a non-discriminatory environment.

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

Name:
Title: MPO Chairman (or designee)

Palm Beach TPA _____
Date

TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the _____ assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The _____ further assures FDOT that it will undertake the following with respect to its programs and activities:

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

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

Name:
Title: MPO Chairman (or designee)

Palm Beach TPA _____
Date

APPENDICES A and E

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

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

FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

525-010-08
POLICY PLANNING
05/18

- (6) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request the Florida Department of Transportation to enter into such litigation to protect the interests of the Florida Department of Transportation, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.
- (7) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq)

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE BROWARD METROPOLITAN PLANNING ORGANIZATION
THE MIAMI-DADE TRANSPORTATION PLANNING ORGANIZATION
AND
THE PALM BEACH TRANSPORTATION PLANNING AGENCY
FOR COORDINATION OF THE REGIONAL TRANSPORTATION PLAN
AND RELATED ACTIVITIES

1. PURPOSE

This Memorandum of Understanding (MOU) is entered into jointly by the Broward Metropolitan Planning Organization (MPO); the Miami-Dade Transportation Planning Organization (TPO); and the Palm Beach Transportation Planning Agency (TPA), (hereafter these public sector transportation agencies are called PARTNERS and the metropolitan planning areas they represent will be called the Tri-County Region). Pursuant the Southeast Florida Transportation Council (SEFTC) Interlocal Agreement (ILA) signed January 9, 2006, and amended July 14, 2011, the PARTNERS are committed to developing a regional transportation plan.

The purpose of this MOU is to assign roles and responsibilities to PARTNERS. This MOU is entered to ensure mutual compliance and adherence with the statutory federal, state and local requirements, and other related policies and procedures in procurement and production.

2. ROLES AND RESPONSIBILITIES

All PARTNERS shall abide by the defined roles and responsibilities in the following section. Each PARTNER plays a critical role in the successful development of a regional transportation plan. Awareness and appreciation of each other's roles is essential for effective co-operation. Joint coordination should extend across the planning, management, and delivery of major products.

The Regional Transportation Plan (RTP) lead organization rotates amongst the PARTNERS every five years. The 2050 RTP lead organization will provide administrative support for SEFTC, the Regional Transportation Technical Advisory Committee (RTTAC) and its subcommittees for a period of five (5) years, starting January 1, 2023. The 2045 RTP lead organization shall transfer all files and necessary documents to the 2050 RTP lead organization.

The lead organization will act as Project Manager (PM) for the RTP Consultant and will be responsible for procuring, negotiating fees, invoicing, managing, and coordinating all Consultant services for the 2050 RTP. The Consultant Selection Committee will include one representative each from the Miami-Dade TPO,

Broward MPO, Palm Beach TPA, as well as the Florida Department of Transportation (FDOT) District 4, FDOT District 6, and the South Florida Regional Transportation Authority (SFRTA).

The Consultant will support the three PARTNERS and SEFTC through timely completion of various work tasks identified in the scope of services.

The TPO will serve as the lead organization for the 2050 RTP.

3. DURATION OF MEMORANDUM OF UNDERSTANDING

This MOU shall be in effect until December 31, 2028 and shall take into effect upon execution by all parties.

The following is a general schedule of the major work elements related to the RTP development. Detailed schedules and timetables will be set by the PARTNERS.

The TPO agrees to meet the RTP delivery schedule listed in **Table 1** below unless otherwise modified by the PARTNERS. The TPO will inform all the PARTNERS if there is a delay.

Table 1 – RTP Development Schedule

RTP Estimated Schedule

Calendar Year Task (Jan-Dec)	2021	2022	2023	2024	2025
Procurement					
UPWP Adoption					
Travel Demand Modeling					
Revenue and Finance forecasting					
Regional Transportation Network definition					
Scenario Development and Analysis					
Public Involvement					
Goals, Objectives and Measures					
Plan Adoption					

4. FUNDING

Per the adopted Unified Planning Work Program (UPWP) of the PARTNERS, funding has been assigned and allocated as directed by FDOT. Each of the signatories to this MOU agree to the funding schedule as shown in **Table 2** to support the 2050 RTP.

Table 2 - 2050 RTP Partner Funding Schedule

RTP Funding Schedule

Agency	FY 23	FY 24	Total
Miami Dade TPO	\$166,666	\$166,666	\$333,332
Broward MPO	\$166,668	\$166,668	\$333,336
Palm Beach TPA	\$166,666	\$166,666	\$333,332

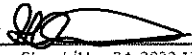
5. AMENDMENTS

PARTNERS may only modify this MOU by unanimous agreement of the parties to the MOU. This MOU and any amendments or modifications to the MOU shall become effective upon execution.

SIGNATURE OF PARTICIPATING PARTNERS

For the Broward Metropolitan Planning Organization (MPO)

Greg Stuart, Executive Director


Greg Stuart (May 24, 2022 17:03 EDT)
Signature

May 24, 2022
Date

Witness

For the Miami-Dade Transportation Planning Organization (TPO)

Aileen Bouclé, Executive Director

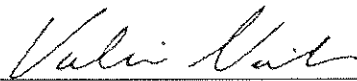

Signature

5-18-2022
Date

Witness

For the Palm Beach Transportation Planning Agency (TPA)

Valerie Neilson, Interim Executive Director


Signature

May 24, 2022
Date

Witness









SEFTC RTP MOU 5-18-2022 signed TPO Aileen Boucle

Final Audit Report

2022-05-24

Created:	2022-05-24
By:	Paul Calvaresi (calvaresip@browardmpo.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAbPAKYkApLBP-OEHqnSyy54IBV4qTFUB

"SEFTC RTP MOU 5-18-2022 signed TPO Aileen Boucle" History

-  Document created by Paul Calvaresi (calvaresip@browardmpo.org)
2022-05-24 - 8:24:09 PM GMT- IP address: 68.66.137.140
-  Document emailed to Greg Stuart (stuartg@browardmpo.org) for signature
2022-05-24 - 8:24:39 PM GMT
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2022-05-24 - 9:03:05 PM GMT- IP address: 172.225.249.39
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Signature Date: 2022-05-24 - 9:03:19 PM GMT - Time Source: server- IP address: 76.128.32.195
-  Document emailed to Valerie Neilson (vneilson@palmbeachtpa.org) for signature
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-  Document e-signed by Valerie Neilson (vneilson@palmbeachtpa.org)
Signature Date: 2022-05-24 - 9:20:41 PM GMT - Time Source: server- IP address: 32.140.91.6
-  Agreement completed.
2022-05-24 - 9:20:41 PM GMT

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APPENDIX H
TPA Travel Policy

H. Jury Duty and Witness Duty

Leave of absence with pay will be granted to an employee to perform jury duty or testify as a witness when legally required unless the employee is the plaintiff or defendant. Employees are required to submit a copy of the summons or subpoena to appear in court to their supervisor before such leave is granted.

I. Parental Leave

1. The purpose of paid parental leave, also known as maternity/paternity leave, is to enable eligible employees to care for and bond with a newborn, newly adopted, newly placed foster child, or with a child newly placed in the employee's guardianship, or in loco parentis (qualified placement). The paid parental leave program is available to both male and female eligible employees who have been employed by the TPA full-time for at least six (6) months.
2. An "eligible employee" includes a mother, father, stepparent, legal guardian, individual who is in loco parentis, or certified domestic partner of the parent at the time of the birth or date of the adoption or placement of the child.
3. Eligible employees will be granted a maximum of six (6) weeks of paid parental leave. An eligible employee who is the birthing mother may receive an additional two (2) weeks of paid leave, if it is deemed medically necessary for the birthing mother's physician, by written documentation.
4. In no case will an employee receive more than one period of paid paternal leave in a rolling 12-month period, regardless of whether more than one birth, adoption, or qualified placement event occurs within that 12-month period.
5. Employees are required to return to work for one-year following use of the paid parental leave. Further, any employee who fails to return to work due to a voluntary termination shall repay the TPA in an amount equivalent to the value of the paid parental leave taken, either directly or through deductions from his or her final paycheck if the balance is sufficient to cover the amount owed, or through a combination thereof.
6. Upon termination of employment with the TPA, an employee will not be paid for any unused paid parental leave.

2.5 Travel

- A. Applicability. The TPA's travel policy applies to all TPA staff, Governing Board members, appointed officials, advisory committee members, interns, and other authorized officials traveling on official business paid for by the TPA.
- B. Authorization. The TPA Governing Board Chair must authorize travel by the Executive Director, any Governing Board members, all committee members, and all community representatives. The

Executive Director must authorize travel for all TPA staff. Travel must be authorized in advance of the travel occasion to be eligible for TPA payment. The number of individuals traveling to any one event shall be monitored and limited to maintain the local operational capacity of the TPA and to maximize the beneficial purposes of the travel occasion for the TPA. TPA staff shall report all authorized travel to the full Governing Board as soon as practicable following the travel occasion.

- C. Travel Costs. All authorized parties traveling on official business for the TPA are expected to seek advanced registration discount rates, to travel by the most economical and efficient means to/from the travel occasion, and to select reasonably priced lodging accommodations for the travel occasion.
 1. Registration. The TPA shall pay actual registration costs for authorized travel either by direct payment to the vendor or as a reimbursement for traveler-paid registration fees.
 2. Transportation. The traveler must compare the cost and time associated with means of travel by personal vehicle, travel by rental car, travel by public or private surface transit, and travel by commercial or general airplane. The TPA will pay or reimburse the traveler for the most economical (cost) and efficient (time) travel option to/from the event, even if the traveler elects to use another option. The Traveler is responsible for providing the full cost comparisons at the time of the travel request. Travel by personal vehicle shall be reimbursed utilizing the federal mileage rate, as amended from time to time.
 3. Lodging Expenses. The traveler is expected to plan in advance and with sufficient notice to stay on the premises for a travel-related event. The TPA will pay or reimburse up to the amount for the standard room accommodations or lowest cost option available in the negotiated event room block. In such case where the negotiated room block rate is not available or does not exist, the traveler must compare the available lodging within a 3 mile radius and select the most economical and efficient alternative. Exceptions to these requirements may be made by the Executive Director on a situational basis based on safety, meeting events, and/or logistics.
 4. Meal Allowances. The TPA shall pay for meals when travel occurs during meal times: 1) for all overnight travel events, and 2) for same-day travel to a destination at least 100 miles away from the TPA office. The payment shall be in the following amounts:
 - a. Breakfast: \$10.00
 - b. Lunch: \$15.00
 - c. Dinner: \$30.00
 5. Incidental Travel Expenses. The TPA shall reimburse for incidental travel expenses including tolls, local transportation costs (cab fares, TNC fares, transit fares, bike share, etc.), parking, etc. pursuant to federal and state regulations.

6. Traveler Conduct. TPA staff and Board members are expected to attend applicable training sessions offered during normal business hours and to adhere to all travel and rules of conduct policies.
7. Travel Advances. The TPA will not authorize travel advances. The TPA will either prepay by direct payment to the vendor or pay a reimbursement to the traveler for travel-related costs.

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APPENDIX I

Comments and Responses



PALM BEACH **Transportation** **Planning Agency**



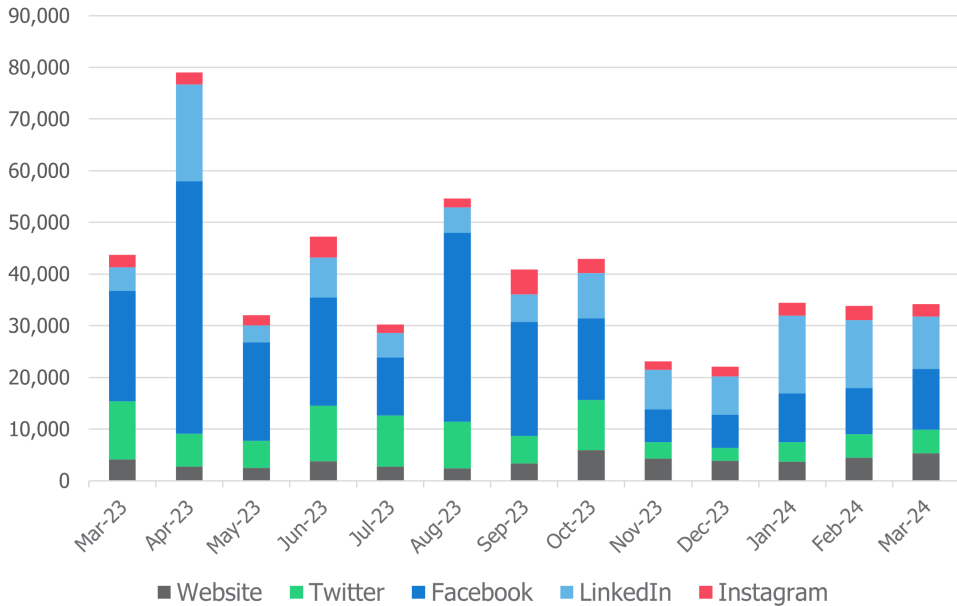
PalmBeachTPA.org/UPWP

Public Involvement Activity Report 4.A.1

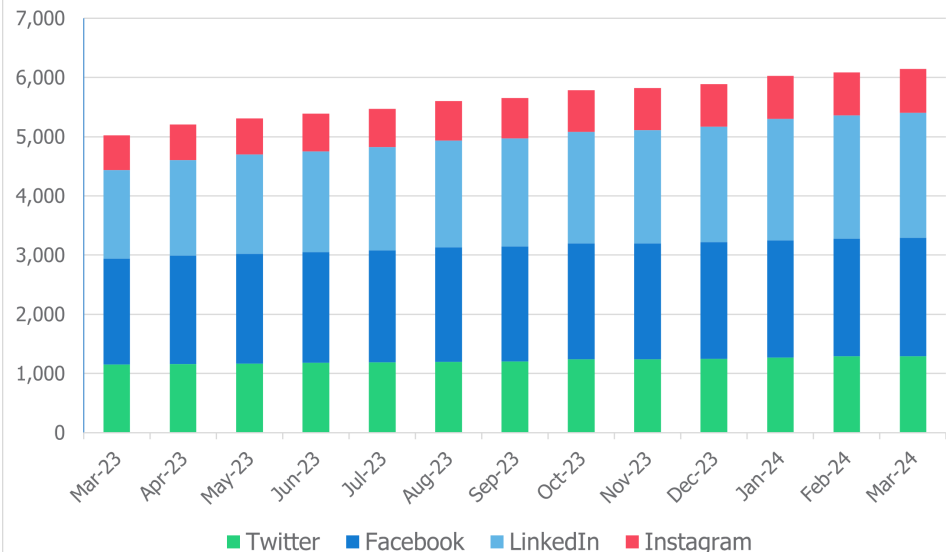
March 2024

FY 23-24 UPWP Task 1.D Solicit Public Input via Social Media

Social Media Impressions



Social Media Followers



FY 24 Strategic Plan Goal 1.B: Increase Social Media Engagement

Goal: 125,000 users reached
Current: 242,482 users reached

Total March Media Coverage

Audience: Represents the number of people who likely viewed a story.

Publicity Value: Represents the cost to advertise during that specific time, program and/or platform multiplied by the number of people who viewed the story.



Total National TV Audience
11,070

Total National TV Publicity
USD \$12,070



Total Online News Audience
45,105

Total Online News Publicity
USD \$2,304

[View this month's media report](#)

WPTV: 561 Plan and Future of Transportation in Palm Beach County

Palm Beach County 'quickly approaching' gridlock as officials seek traffic solutions



As traffic continues to get worse in Palm Beach County, Brian Ruscher with the Palm Beach Transportation Planning Agency lays out how his agency is working to resolve the traffic troubles that drivers face. Ruscher said that the average resident in the county is spending about 60% of their budget on housing and transportation costs.

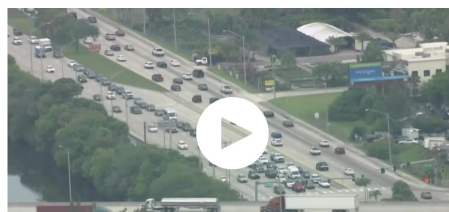


By: Scott Sutton

Posted at 2:24 PM, Apr 01, 2024 and last updated 2:45 PM, Apr 01, 2024

Segment 1:

As traffic worsens in Palm Beach County, Brian Ruscher with the Palm Beach Transportation Planning Agency lays out how his department is working to resolve the traffic troubles that drivers face. Ruscher said that the average resident in the county is spending about 60% of their budget on housing and transportation costs.





PEDESTRIAN & BICYCLE QUARTERLY CRASH REPORT



QUARTER

4

2023

Quarter 4 (Q4) Crash Analysis

The Palm Beach Transportation Planning Agency (TPA) has adopted Vision Zero – a goal to eliminate all traffic-related fatalities and serious injuries (also referred to as “Incapacitating Injuries”) in Palm Beach County. One emphasis area of the Vision Zero Action Plan places emphasis on some of the most vulnerable and disproportionately impacted roadway users: pedestrians and bicyclists.

The TPA’s Vision Zero Action Plan (VZAP) Culture Action 3.1 requires the agency to create a quarterly summary of crashes involving a pedestrian or bicyclist to provide understandable information to the public and stakeholders. This policy requires the TPA to provide observations and actions related to fatal crashes within the planning area.

An annual report is published in June of every year providing an overview of the progress towards the goal of zero fatalities and serious injuries on our roadways by 2030. The annual report includes information related to crash trends, research, and feedback for future analysis by stakeholders and partners.

Crash Trends to Watch

- 53 people were seriously injured or killed from October 1 to December 31 (Q4) in 2023 while walking or bicycling, five more than the same period in 2022.
- 7 people were killed or seriously injured at railroad crossings.
- 85% of crashes were on roads with posted speed limits of 35 mph or above.
- 65% of crashes occurred on arterial roads, 22% on collector roads, 13% on local roads.
- Crashes involving pedestrians occurring at mid-block were 69%, similar to the same quarter of the previous year.
- 13% of crashes involved ageing drivers, which is lower than previous quarters (21%).
- 39% of the mapped crashes were on the Palm Beach TPA’s High Injury Network (HIN).
- 66% of crashes were within the medium to very high range of the Traditionally Underserved Index in Palm Beach County.



Report Alignment

A. FDOT Strategic Highway Safety Plan (SHSP)

The SHSP is a statewide safety plan developed by FDOT and its safety partners as a framework for eliminating fatalities and serious injuries on all public roads. This framework is the guide for how Florida's traffic safety partners will move toward the vision of a fatality-free transportation system during the next five years. To achieve this vision, this SHSP affirms the target of zero traffic fatalities and serious injuries.

B. FDOT Pedestrian and Bicycle Safety Plan

This Pedestrian and Bicycle Strategic Safety Plan (PBSSP) advances this safety vision by supporting the safety of people walking and biking and aligning with the principles set forth by the Pedestrian and Bicyclist Emphasis Area of the Strategic Highway Safety Plan (SHSP). The PBSSP is charged with implementing this plan and consists of federal, state and local safety partners, stakeholders, and safety advocates.

C. Palm Beach County Local Road Safety Plan and Municipal Safety Plans

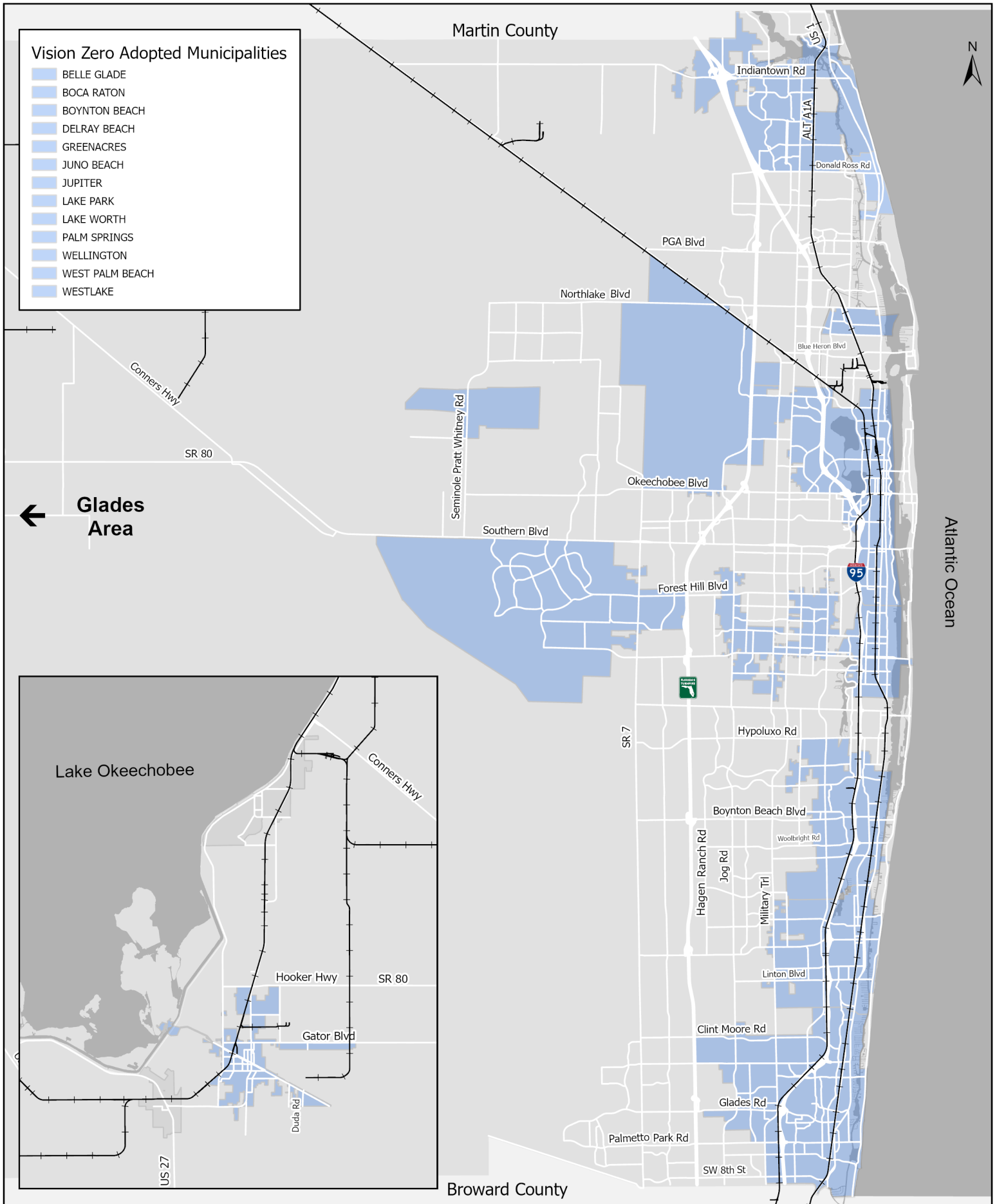
The Palm Beach County Local Road Safety Plan (LRSP) is a comprehensive plan that provides a framework for reducing the number of fatalities and serious injuries associated with crashes that occur on Palm Beach County's (hereafter, "the County's") roadway system. The information in this LRSP draws on best practices in safety planning from documents prepared by the Federal Highway Administration (FHWA), the American Association of State Highway and Transportation Officials, the National Cooperative Highway Research Program, the National Highway Traffic Safety Administration, as well as state and local safety partners. The LRSP supports statewide goals and priorities established in the Florida Strategic Highway Safety Plan (SHSP), including Florida's vision of "A Fatality Free Roadway System".

D. Local Governments

To date, 13 municipalities have adopted a Vision Zero Goal, including a target date to eliminate traffic fatalities and serious injuries. The map below indicates the agencies with an adopted Vision Zero Goal in Palm Beach County.



Palm Beach County - Vision Zero Adopted Municipalities



Summary Table of Q4 Crashes

This table displays crashes occurring in Q4 of 2023. During this time, 19% of crashes took place in unincorporated areas of the county, whereas 81% of crashes occurred in incorporated areas.

Pedestrian			Bicyclist		
Crash Report #	Jurisdiction	Crash Severity	Crash Report #	Jurisdiction	Crash Severity
25184563	Boynton Beach	Serious Injury	25902516	Boca Raton	Serious Injury
26052370	Unincorporated	Fatality	26066943	West Palm Beach	Serious Injury
26085528	Delray Beach	Serious Injury	25157923	Palm Beach Gardens	Serious Injury
26053481	Unincorporated	Serious Injury	26052617	Lake Worth	Fatality
26053665	Royal Palm Beach	Serious Injury	26056101	Unincorporated	Serious Injury
26053786	Unincorporated	Serious Injury	26052279	Lake Worth	Serious Injury
26053831	Unincorporated	Serious Injury	25158145	Palm Beach Gardens	Serious Injury
26067334	West Palm Beach	Serious Injury	26055165	Greenacres	Serious Injury
26067225	West Palm Beach	Serious Injury	82218964	Ocean Ridge	Serious Injury
26191983	Boynton Beach	Serious Injury	25157976	Palm Beach Gardens	Serious Injury
26253610	Palm Springs	Serious Injury	26230882	Unincorporated	Serious Injury
26231790	Greenacres	Fatality	26053082	West Palm Beach	Serious Injury
89754010	South Bay	Fatality	26231836	Royal Palm Beach	Serious Injury
26055296	West Palm Beach	Fatality	Total Mapped/ Unmapped	13/0	
88968858	Lantana	Serious Injury			
26053014	Unincorporated	Fatality			
25045049	Delray Beach	Fatality			
26066961	West Palm Beach	Serious Injury			



26053957	Unincorporated	Fatality
26054610	South Palm Beach	Fatality
26088943	Jupiter	Fatality
89720359	Belle Glade	Fatality
26066791	West Palm Beach	Serious Injury
26066752	West Palm Beach	Fatality
26085750	Delray Beach	Fatality
26066773	West Palm Beach	Serious Injury
26054612	Royal Palm Beach	Serious Injury
26054852	Unincorporated	Fatality
26055775	Mangonia Park	Serious Injury
26230526	Unincorporated	Serious Injury
26066628	West Palm Beach	Fatality
26231536	Lake Worth	Fatality
26253602	Palm Springs	Serious Injury
12312023	West Palm Beach/SFRC	Fatality
20233832	Lake Worth Beach/FEC	Serious Injury
20233780	West Palm Beach/FEC	Fatality
20233762	Boca Raton/FEC	Serious Injury
12082023	Boca Raton/SFRC	Fatality
20233643	Boynton Beach/FEC	Fatality
T43111023	Tequesta/FEC	Fatality
Total Mapped/ Unmapped	39/1	

*Crash data retrieved 03/05/2024



Crash Trends Deep Dive

This deep dive aligns the FDOT's Florida Strategic Highway Safety Plan (SHSP) Emphasis Areas for crashes and the TPA's High Injury Network (HIN) considerations, and other trending topics to summarize the conditions in table. This information is useful when looking at long term crash trends to better determine when crash modification factors may necessitate changes to roadways.

The consecutive pages provide an analysis of Q4's crash conditions with the following three maps:

- **Pedestrian and Bicycle Crashes:** An overall analysis of the pedestrian and bicycle crashes that occurred during the second quarter, broken down by crash severity.
- **Crashes on the High Injury Network within Palm Beach County:** An overlay of the crashes on the HIN within PBC. The corridors on the HIN are based on the roads with the most fatal and serious injuries, as identified on the TPA's 2021 Vision Zero Action Plan. The TPA's HIN has 20 identified intersections and approximately 50 corridors.
- **Crashes on the Traditionally Underserved Index:** An overlay of the crashes on the Traditionally Underserved Index. To maintain consistency with the TPA's 2021 Vision Zero Action Plan, an equity component was analyzed by prioritizing our traditionally underserved communities on areas where residents likely lack transportation access due to demographic conditions, low income, or a historical lack of services.

Moreover, FDOT conducted a review of Florida's traffic safety resources and analysis of crash data to identify the preeminent crash factors by emphasis area. The five emphasis areas identified on FDOT's SHSP are the following: Roadways, Road Users, User Behavior, Traffic Records and Information Systems, and Evolving emphasis areas. This report only includes the top three emphasis areas organized as such: Roadway, Human Behavior, and Socioeconomic Conditions. The TPA's determination for this selection was based on crash frequency and data availability.

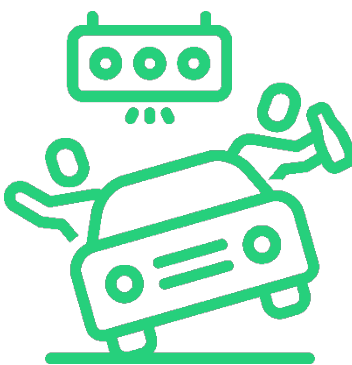
ROADWAY

CONDITIONS



HUMAN

BEHAVIOR

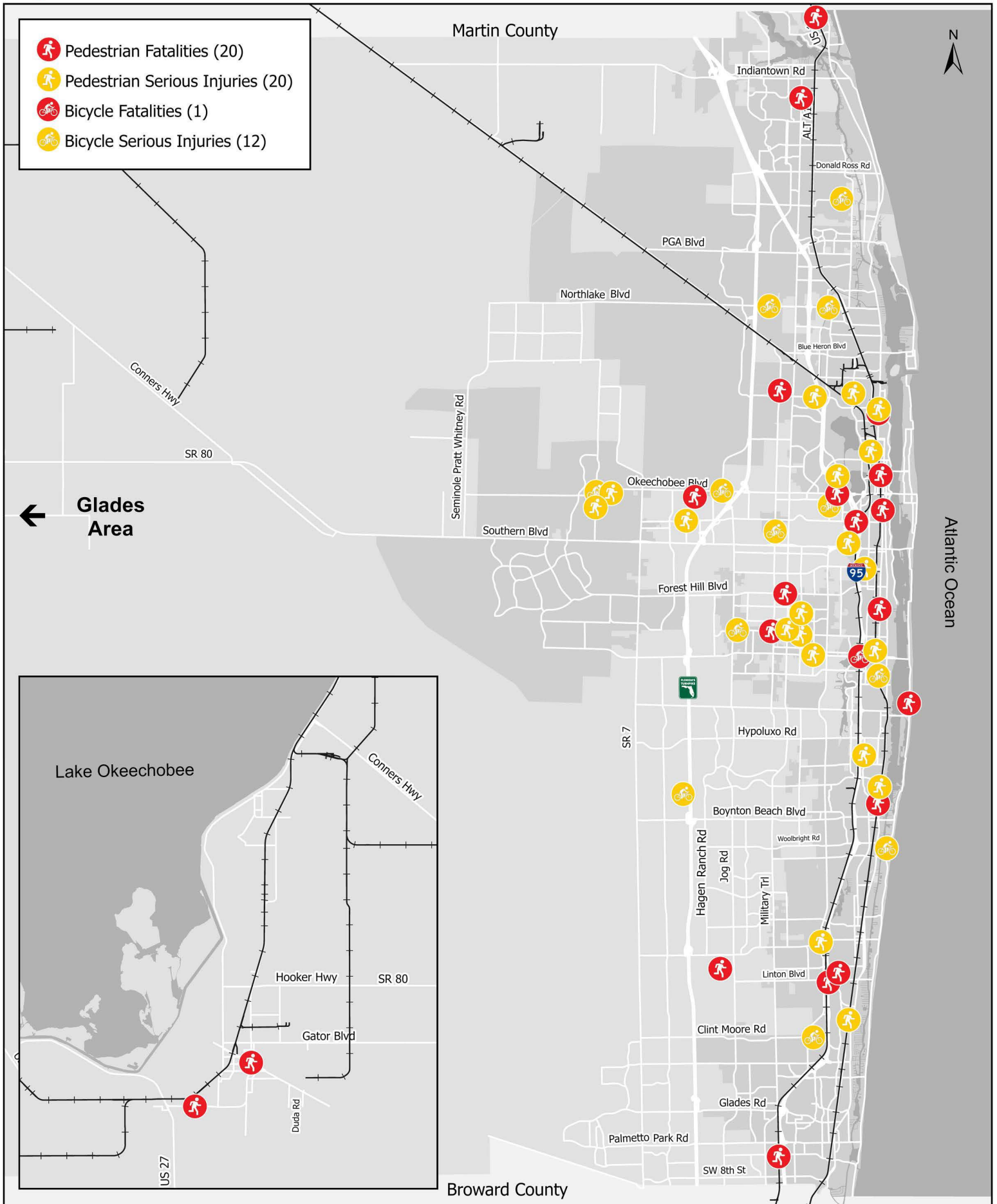


SOCIOECONOMIC

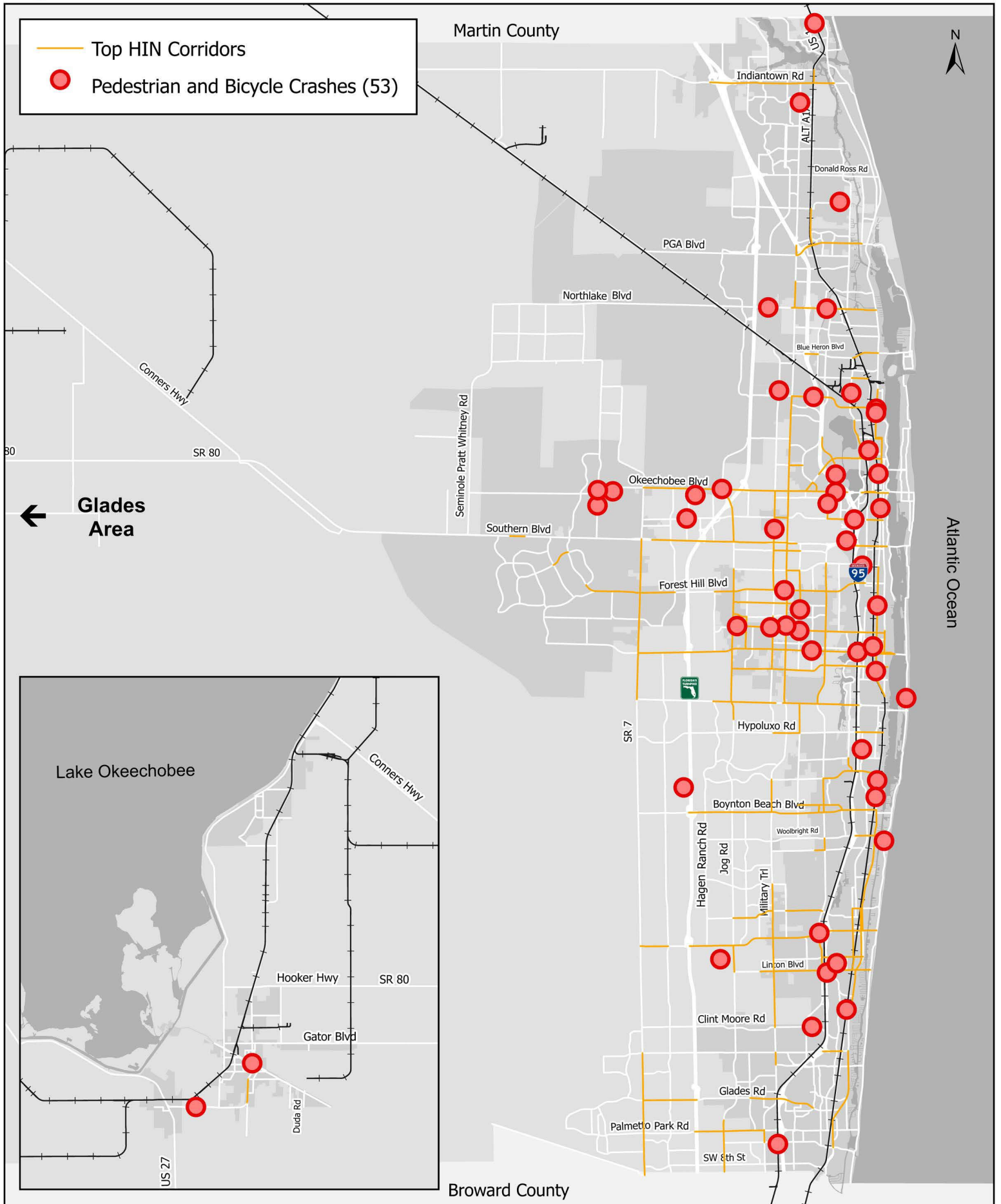
CONDITIONS



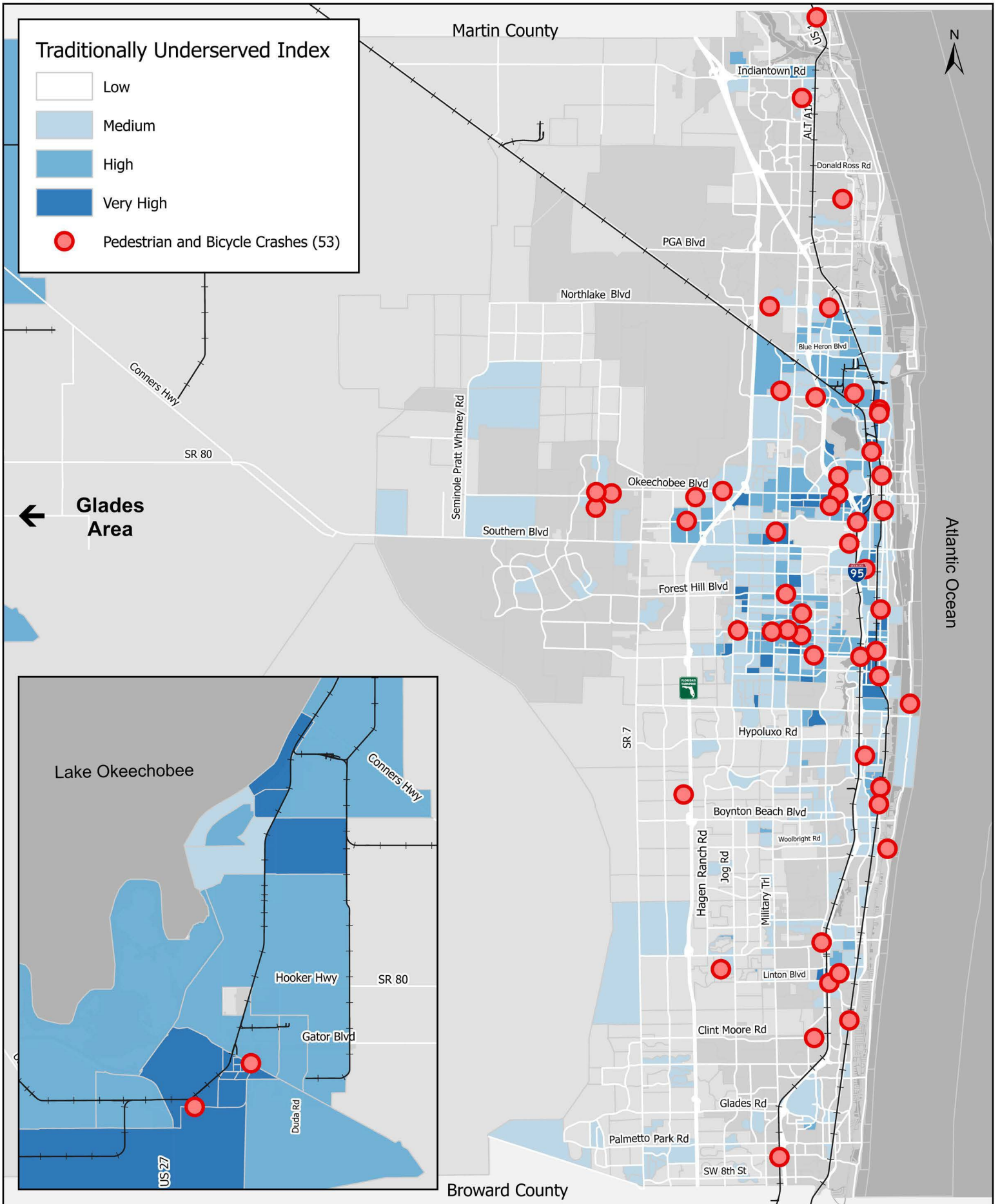
Ped/Bike Crashes - October 1 to December 31, 2023



Crashes on the High Injury Network within Palm Beach County



Crashes on the Traditionally Underserved Index



Roadway, Human Behavior, & Socioeconomic Conditions Analysis

	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
	Pedestrian	Bicyclist	Pedestrian	Bicyclist	Pedestrian	Bicyclist	Pedestrian	Bicyclist
Total Crashes	47	22	37	9	39	9	40	13
Fatalities	15	5	14	3	13	2	20	1
Serious Injuries	32	17	23	6	26	7	20	12
Roadway Conditions								
Posted Speed Limit								
<30	14	9	11	4	11	1	6	1
35-40	13	11	14	1	9	3	20	7
45<	13	2	10	4	12	5	7	5
Intersections								
Mid-Block	34	9	24	5	22	7	23	7
Intersection	13	13	10	4	10	2	10	6
Number of Lanes								
2 Lane	18	12	11	5	17	1	16	4
3-4 Lane	14	7	9	4	4	4	7	6
5< Lane	8	3	15	0	11	4	10	3
Functional Classification								
Major Arterial	9	3	16	3	10	0	9	4
Minor Arterial	14	6	7	1	6	7	12	5
Major Collector	6	7	1	1	5	2	3	2
Minor Collector	5	3	0	1	1	0	4	1
Local Road	6	3	10	3	10	0	5	1
Lane Departure								
Crashes	5	0	2	1	1	2	3	0
Surface Conditions								
Wet Road	9	0	8	1	3	2	4	0
Dry Road	38	22	26	8	29	7	29	13
Lighting Condition								
Daytime	27	18	15	6	11	5	13	8
Nighttime	20	4	19	3	21	4	20	5
Rail Crossings								
Trespassers	7	0	3	0	7	0	7	0
Human Behaviors								
Impaired Driving	0	0	1	0	2	0	2	0
Distracted Driving	1	1	1	0	1	1	1	0
Speeding and Aggressive Driving	2	2	1	0	0	0	0	1
Socioeconomic Conditions								
Aging Driver	7	4	7	4	8	3	3	3
Teen Driver	2	3	2	0	0	0	2	1



TPA Reporting

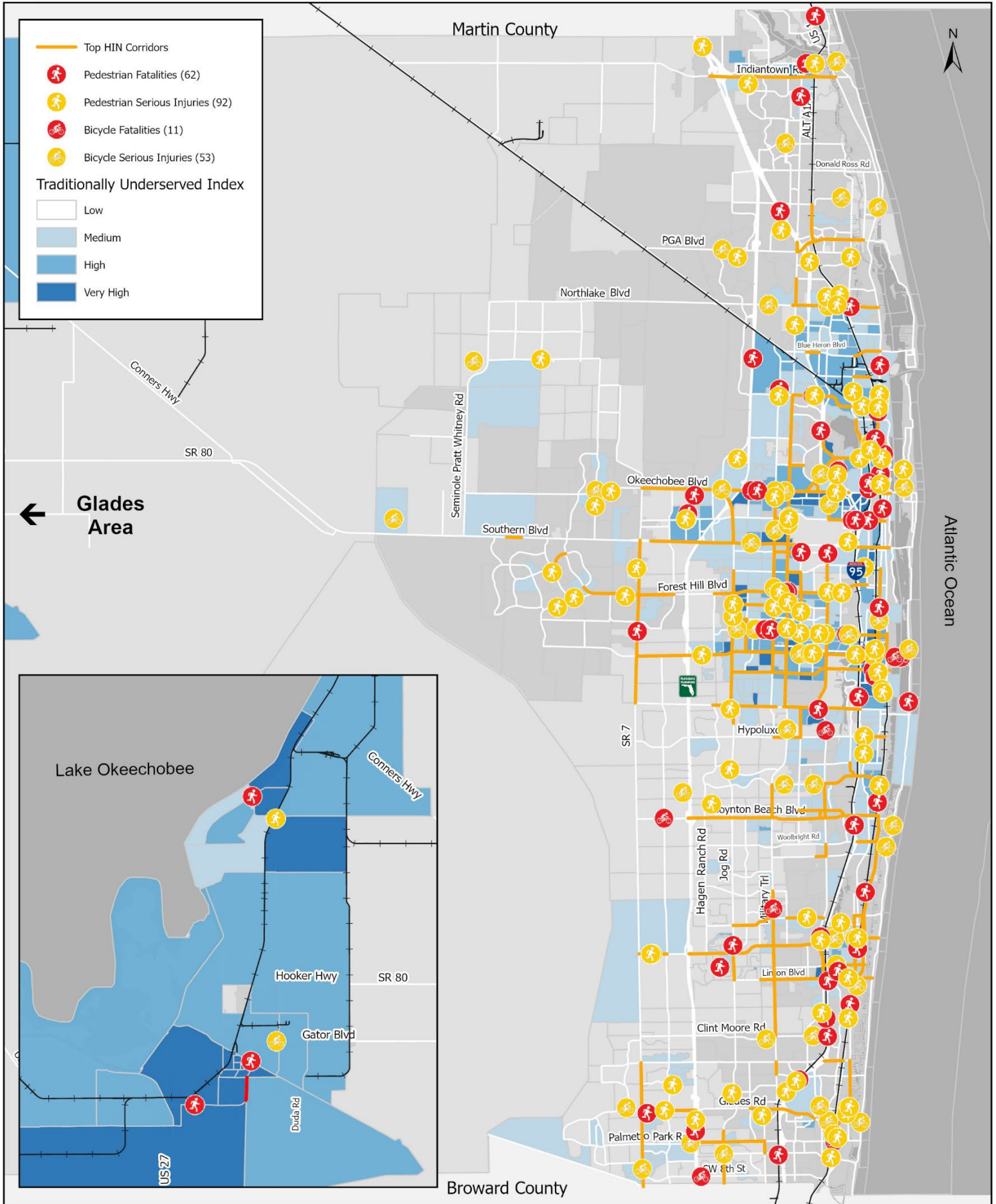
To track the progress made since updating the TPA's 2021 Vision Zero Action Plan, the following actions were taken by stakeholders during the fourth quarter to help reach our Vision Zero goal:

- Supported the adoption of the City of Boca Raton's Complete Streets Policy to establish a commitment of using a holistic, context-sensitive, and multimodal approach when designing and planning for transportation infrastructure.
- Hosted a Ribbon Cutting event for the newly constructed Dillman Trail in the City of Greenacres funded by the TPA's Transportation Alternatives (TA) Program.
- Participated in FDOT's Mobility Week and partnered with the City of West Palm Beach to host a bicycle ride and provide resources for multimodal transportation options.
 - TPA staff participated in FDOT's Ride, Roll, Stroll Challenge and received the award for the #1 Small Organization to log the most transit, bicycling, walking, and carpool trips. With the TPA's 17,934 total trips recorded, approximately 2,704 miles were reduced and 2,344 CO2 pounds were reduced.
- Hosted a series of the TPA's Mobility Vision Workshops at varying locations throughout Palm Beach County to discuss the future of its transportation system and collected feedback from the public, local governments, elected officials, and other stakeholders on ways to improve walking, bicycling, and transit access in the region.
- TPA staff met with the Florida Department of Transportation (FDOT) to discuss providing multimodal accommodations for the upcoming Tight Urban Diamond Interchange (TUDI) at the 45th Street and I-95 interchange in the City of West Palm Beach.
- TPA staff attended the Federal Highway Administration's (FHWA) Bikeway Training hosted by the Miami-Dade TPO to learn about the latest bicycle design best practices nationwide.
- TPA staff attended Florida's Pedestrian and Bicycle Safety Coalition stay current on the latest pedestrian and bicycle laws, data reporting, and statewide Vision Zero efforts.
- TPA staff participated in FDOT D4's Community Traffic Safety Team to help solve local traffic safety concerns and promote public awareness of traffic safety best practices.

The TPA will continue to encourage agencies to develop comprehensive roadway safety action plans and utilize resources and grants available to develop such materials.



Ped/Bike Crashes - Jan 1 to Dec 31, 2023



The following table displays crash data from 2019-2023, crash type, severity, and the past two five-year averages. Compared to the previous 5-year average (2014-2018), there has been a **23% average increase** in pedestrian and bicycle fatalities over the current period. The number of all crashes resulting in death reached a 5-year low in 2023, despite some pedestrian and bicycle severe and fatal crashes five-year average remained relatively flat.

	5-Year Averages		5-Year Summary Crashes					Total
	2014-2018	2019-2023	2019	2020	2021	2022	2023	2019-2023
Bicycle Fatalities and Serious Injuries	63	57	52	68	46	54	64	284
Pedestrian Fatalities and Serious Injuries	142	142	157	127	134	158	133	709
Vehicle and Motorcycle Crashes	53,232	49,553	55,387	42,126	49,100	49,584	51,566	247,763
Total Fatalities for Pedestrians and Bicyclists	47	58	47	56	56	70	58	287
Total Fatalities for All Crashes	157	196	174	186	215	217	168	960
Total Crashes of All Types	54,679	50,946	56,655	43,205	50,286	51,212	53,376	254,734

The table below displays the total fatalities for pedestrians and bicyclists from 2019-2023 based on roadway condition, human behavior, and socioeconomic conditions. Within the past 5 years, aging drivers have been the leading age group to be involved in a pedestrian or bicycle fatality. In the 2023-year, pedestrian and bicycle fatalities occurring at intersections had the highest deaths within the 5-year timeframe.

Total Fatalities for Pedestrians and Bicyclists

Roadway Conditions						
	2019	2020	2021	2022	2023	Total
Lane Departures	5	9	5	10	10	39
Intersection-Related	7	20	11	15	17	70
Rail Crossings	14	8	5	11	15	52
Human Behavior						
Impaired Driving	2	7	3	4	3	18
Speeding and Aggressive Driving	1	4	1	2	4	11
Distracted Driving	2	1	4	1	2	10
Socioeconomic Conditions						
Aging Drivers	7	4	10	5	10	36
Teen Drivers	1	2	3	3	4	13



Data Notes

The information contained within this report was downloaded from Signal Four Analytics – University of Florida GeoPlan and the Federal Railroad Administration Office of Safety Analysis data portal and reformatted for this analysis.

- Signal 4 Analytics: This web-based interactive tool allows government employees and consultants working on behalf of government agencies the ability to view crash reports, produce maps, and interact with data to analyze area trends. [Signal4Analytics.com](https://signal4analytics.com) Data for this quarter was retrieved March 8, 2024.*
 - Posted Speed Limit: Posted speed limit data not included in Signal 4 Analytics. Data was obtained through individual crash reports.
 - Functional Classification: Functional Classification data not included in Signal 4 Analytics. Additional spatial analysis was performed to obtain this data.
 - Intersection – Mid-Block Crossing: data not included in Signal 4 Analytics. Data was obtained through individual crash reports and further review of conditions.
- US Department of Transportation: Federal Railroad Administration: This site shares railroad safety information including accident, incident, inventory, and highway-rail crossing data with the public. [FRA Safety Data & Reporting | FRA \(dot.gov\)](https://www.fra.dot.gov) Data for this quarter was retrieved March 8, 2024.

**Disclaimer: Every effort has been made to provide data that is current and accurate. All data is considered preliminary until the year is reconciled and closed out by the FLHSMV, and thus certain adjustments may be made to verify the data where clerical errors are noted. The following data was not included in Signal 4 Analytics and was obtained through other means.*

Important Safety Contacts

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Project Scheduling Report – April 2024

Phases occurring within the next 90 days

Palm Beach TPA & FDOT District 4

The purpose of this report is to ensure stakeholders are aware of upcoming activities for each project to allow for increased input. The TPA has consolidated the FDOT report to focus on TPA priorities and scheduling activities that are occurring within the next 90 days. The full list of scheduling activities is described below.

Scheduled Activity	Description
Multimodal Scoping Checklist (MMSC)	FDOT's Office of Modal Development (OMD) notifies impacted agencies to enter comments about the project scope. The local agency can confirm or discuss context class, minor comments about multimodal features.
Resolution from Agency (for Off-System Projects Only)	If an off-system project is administered by FDOT, the local agency's governing board must pass a resolution endorsing FDOT's delivery of the project.
Review of Scope with Agency	Meet with local agency to review and confirm scope prior to FDOT advertising for consultant acquisition.
Execution Date (Design)	FDOT Design starts.
Project Kickoff Meeting	FDOT Design Team coordinates with local agency. Contact the FDOT project manager for date/time/location of the meeting.
Initial Field Review	Field Review meeting. Typically occurs at the project site.
Initial Engineering	30% plans to reviewers. Stakeholders provide review and feedback on the approved Typical Section.
Public Information Workshop	Tentative date to conduct a public information workshop. Date may differ than final workshop date.
Constructability Plans	60% plans to reviewers. At this time most of the Design is complete, no scope discussion, review focuses on items to be constructed, their construction impacts, and materials to be used.
Plans Specification and Estimates (PSE) Meeting	FDOT PM arranges field review with all reviewers to evaluate the final engineering plans with respect to actual field conditions.
Biddability Plans to Reviewers	90% plans. At this time, Design is complete. Verifying quantities and pay items.
Production	100% plans. Plans are complete.
Local Agency Program (LAP) Commitment	Agency and FDOT commits the project funds and budget to the Legislature and the Governor's office.
Letting	Bids are opened and the apparent low bid contract is determined. Construction typically begins 4 to 6 months after letting.
Construction Notice to Proceed (NTP)	Construction starts. Construction dates for FDOT administered projects can be found through the FDOT Operations Center.

For more information on a project, please contact the FDOT District 4 office at 954.486.1400 and ask to be transferred to the FDOT Project Manager for the specific project. For the FDOT copy of the report with the full project schedule, contact Claudette DeLosSantos at Claudette.DeLosSantos@dot.state.fl.us or 954.777.4208.

Please note, the dates shown in this report are a snapshot and dates can change frequently. Updated reports are requested monthly from FDOT.

FM #	Location	Type of Work	Lead Agency	Phase Milestone	Date
SIS Capacity					
4132601	I-95 AT PALM BEACH LAKES BLVD	INTERCHANGE JUSTIFICA/MODIFICA	FDOT	Initial Engineering	4/24/2024
2319321	I-95 AT GATEWAY BLVD	INTERCHANGE - ADD LANES	FDOT	Public Information Workshop	5/20/2024
4353842	I-95 AT LINTON BLVD	INTERCHANGE JUSTIFICA/MODIFICA	FDOT	Initial Engineering	6/11/2024
State Road Modifications					
4383866	US-1/BROADWAY AVE FROM 25TH ST TO 42ND ST	TRAFFIC OPS IMPROVEMENT	FDOT	Agency Scope Review	4/3/2024
4405754	ATLANTIC AVE/SR-806 FROM FLORIDA'S TURNPIKE TO CUMBERLAND DR	ADD LANES & RECONSTRUCT	FDOT	Initial Engineering	4/11/2024
4405755	ATLANTIC AVE/SR-806 FROM CUMBERLAND DR TO JOG RD	ADD LANES & RECONSTRUCT	FDOT	Initial Engineering	4/11/2024
4383866	US-1/BROADWAY AVE FROM 25TH ST TO 42ND ST	TRAFFIC OPS IMPROVEMENT	FDOT	Execution Date (Design)	5/3/2024
4515792	TRAFFIC SIGNAL MAST ARM REPLACEMENTS - PALM BEACH COUNTY	TRAFFIC SIGNALS	FDOT	Initial Field Review	5/20/2024
2296584	ATLANTIC AVE/SR-806 FROM WEST OF SR-7/US-441 TO EAST OF LYONS RD	ADD LANES & RECONSTRUCT	FDOT	Letting	5/22/2024
4405752	ATLANTIC AVE/SR-806 FROM EAST OF LYONS RD TO TURNPIKE	ADD LANES & RECONSTRUCT	FDOT	Letting	5/22/2024
4383866	US-1/BROADWAY AVE FROM 25TH ST TO 42ND ST	TRAFFIC OPS IMPROVEMENT	FDOT	Kickoff Meeting	6/25/2024
Transportation Alternatives Program					
4490021	GRAPEVIEW BLVD & KEY LIME BLVD	SIDEWALK	ITID	Production	4/1/2024
4508621	49TH STREET FROM GREENWOOD AVE TO NORTH FLAGLER DR	SIDEWALK	WEST PALM BEACH	Kickoff Meeting	4/25/2024
4507841	SW 18TH STREET FROM MILITARY TRAIL TO ADDISON AVE	RAILROAD CROSSING	BOCA RATON	Kickoff Meeting	5/23/2024
Other FDOT & Local Projects					
4484391	BEELINE HWY/SR-710 FROM W OF PARK COMMERCE BLVD TO E OF AVIATION BLVD	RESURFACING	FDOT	Execution Date (Design)	3/29/2024
4492791	OKEECHOBEE BLVD/SR-704 FROM RIVERWALK BLVD TO N JOG ROAD	LIGHTING	FDOT	Initial Field Review	4/8/2024
4495201	ADVANCED WRONG WAY DETECTION SYSTEM PALM BEACH COUNTY	ITS COMMUNICATION SYSTEM	FDOT	Construction Notice to Proceed (NTP)	4/26/2024
4475511	I-95 FROM 12TH AVE S TO 10TH AVE N	LIGHTING	FDOT	Public Information Workshop	4/29/2024
4475491	SR-882/FOREST HILL BOULEVARD FROM OLIVE TREE BOULEVARD TO JOG ROAD	LIGHTING	FDOT	Public Information Workshop	4/30/2024
4475531	US-1/DIXIE HWY FROM NORTH OF LUCERNE AVE TO WPB CANAL	LIGHTING	FDOT	Public Information Workshop	5/3/2024
4492551	I-95 AT DONALD ROSS RD	LANDSCAPING	FDOT	Production	5/6/2024
4475511	I-95 FROM 12TH AVE S TO 10TH AVE N	LIGHTING	FDOT	PSE Meeting	5/6/2024
4475491	SR-882/FOREST HILL BOULEVARD FROM OLIVE TREE BOULEVARD TO JOG ROAD	LIGHTING	FDOT	PSE Meeting	5/7/2024
4475531	US-1/DIXIE HWY FROM NORTH OF LUCERNE AVE TO WPB CANAL	LIGHTING	FDOT	PSE Meeting	5/10/2024
4470011	INTERSECTION LIGHTING RETROFIT IMPROVEMENT	LIGHTING	FDOT	Construction Notice to Proceed (NTP)	5/23/2024
4502131	I-95 AT ATLANTIC AVE/SR-806	LANDSCAPING	FDOT	Construction Notice to Proceed (NTP)	5/30/2024

FM #	Location	Type of Work	Lead Agency	Phase Milestone	Date
4458821	SR-7/US-441 AT LAKE WORTH RD	ADD RIGHT TURN LANE(S)	FDOT	Production	6/3/2024
4481361	FDOT/SFWMD US 27 EVERGLADES AGRIC AREA(EAA) RESERV IN-OUTFLOW CANALBR	NEW BRIDGE - NO ADDED CAPACITY	FDOT	PSE Meeting	6/4/2024
4443441	I-95 FROM SOUTH OF SPANISH RIVER BLVD TO NORTH OF YAMATO RD	LANDSCAPING	FDOT	Construction Notice to Proceed (NTP)	6/5/2024
4475531	US-1/DIXIE HWY FROM NORTH OF LUCERNE AVE TO WPB CANAL	LIGHTING	FDOT	Biddability	6/7/2024
4475511	I-95 FROM 12TH AVE S TO 10TH AVE N	LIGHTING	FDOT	Biddability	6/7/2024
4475491	SR-882/FOREST HILL BOULEVARD FROM OLIVE TREE BOULEVARD TO JOG ROAD	LIGHTING	FDOT	Biddability	6/7/2024
4475451	OKEECHOBEE BLVD/SR-704 FROM EAST OF MILITARY TRL TO I-95	LIGHTING	FDOT	Initial Field Review	6/13/2024
4515981	ADVANCED WRONG WAY DETECTION SYSTEM PALM BEACH COUNTY	ITS COMMUNICATION SYSTEM	FDOT	Initial Field Review	6/20/2024
4522921	SR-9/I-95 FR N OF SR-704/OKEECHOBEE BLVD TO S OF SR-706/INDIANTOWN RD	LANDSCAPING	FDOT	Biddability	6/21/2024
Major Maintenance					
4476651	BOYNTON BEACH BLVD/SR-804 FROM SR-7/US-441 TO LYONS RD	RESURFACING	FDOT	Production	4/1/2024
4476631	A1A FROM SOUTH OF LAKE AVE TO N OF IBIS WAY	RESURFACING	FDOT	Production	4/1/2024
4476611	SR A1A FROM SE 31ST TO SOUTH OF GRAND CT	RESURFACING	FDOT	Production	4/1/2024
4476581	US-1 FROM BAILEY ST TO HARBOURSIDE DR	RESURFACING	FDOT	Production	4/1/2024
4463731	SR-882/FOREST HILL BLVD FR E OF LAKE CLARKE DRIVE TO US-1/DIXIE HWY	RESURFACING	FDOT	Initial Field Review	4/4/2024
4484381	SR-7/US-441 FROM SOUTH OF BOYNTON BEACH RD/SR-804 TO SOUTH OF LAKE WORTH RD/SR-802	RESURFACING	FDOT	Execution Date (Design)	4/5/2024
4463741	SR-700/CONNERS HWY FROM NORTH OF 1ST ST TO WEST OF SR-80	RESURFACING	FDOT	Construction Notice to Proceed (NTP)	4/19/2024
4484361	LAKE WORTH RD/SR-802 FROM W OF CYPRESS EDGE DR TO W OF CYPRESS ISLES WAY	RESURFACING	FDOT	Initial Engineering	4/22/2024
4484351	SR-811 FROM SOUTH OF RCA BLVD TO NORTH OF DONALD ROSS RD	RESURFACING	FDOT	Constructability Plans	4/29/2024
4461751	SR-A1A FROM N OF EMERALDA BCH WAY TO SOUTH OF SR-704/ROYAL PALM WAY	RESURFACING	FDOT	Production	5/6/2024
4476601	SR-5/FEDERAL HWY FROM 6TH AVE N TO ARLINGTON RD	RESURFACING	FDOT	Production	6/3/2024
4476671	BOYNTON BEACH BLVD/SR-804 FROM N CONGRESS AVE TO NW 8TH ST	RESURFACING	FDOT	Production	6/3/2024
4476691	E OCEAN AVE/SR-804 FROM US-1/SR-5 TO A1A	RESURFACING	FDOT	Production	6/3/2024
4498341	E CANAL STREET/SR-717 FROM SR-80 TO SE AVE E	RESURFACING	FDOT	Kickoff Meeting	6/6/2024
4498101	LAKE WORTH RD/SR-802 FROM EVERETT COURT TO A STREET	RESURFACING	FDOT	Kickoff Meeting	6/10/2024
4476701	SR-7/US-441 FROM GLADES RD TO NORTH OF BRIDGE BROOK DR	RESURFACING	FDOT	Public Information Workshop	6/11/2024
4476701	SR-7/US-441 FROM GLADES RD TO NORTH OF BRIDGE BROOK DR	RESURFACING	FDOT	PSE Meeting	6/18/2024
4498141	ROYAL PALM WAY/SR-704 FROM 4 ARTS PLAZA TO S COUNTY ROAD	RESURFACING	FDOT	Initial Field Review	6/18/2024