



# **2018 Certification Report**

**Pensacola Transportation  
Management Area**

## **Florida-Alabama TPO**

Prepared by:

**Federal Highway Administration**

**Florida Division**

**Federal Transit Administration**  
Region 4

**December 2018**

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## Executive Summary

Federal Law requires the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to jointly certify the transportation planning processes of Transportation Management Areas (TMAs) at least every four years (a TMA is an urbanized area, as defined by the US Census, with a population over 200,000). A certification review generally consists of four primary activities: a site visit, a review of planning documents (in advance of the site visit), the development and issuance of a FHWA/FTA certification report and a certification review closeout presentation to the Metropolitan Planning Organization (MPO) governing board.

As a part of the TMA certification review process, FHWA and FTA utilized a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review. The certification review process is only one of several methods used to assess the quality of a regional metropolitan transportation planning process, compliance with applicable statutes and regulations, and the level and type of technical assistance needed to enhance the effectiveness of the planning process. This certification review was conducted to highlight best practices, identify opportunities for improvements, and ensure compliance with regulatory requirements.

The Federal Review Team conducted a site visit review of the Pensacola TMA on August 14, 2018. Transportation planning for the Pensacola TMA is conducted by the Florida-Alabama TPO (FL-AL TPO). The last certification review was completed in 2014. The Federal Review Team recognizes one (1) noteworthy practice, identifies one (1) corrective action, and offers six (6) recommendations the MPO should consider for improving their planning processes. More information related to these findings can be found in the Findings/Conclusions section of this report.

Based on the overall findings of the certification review, the FHWA and FTA jointly certify that the transportation planning process of the Pensacola TMA, which is comprised entirely by the FL-AL TPO, substantially meets the federal planning requirements in 23 CFR 450 Subpart C subject to the MPO satisfactorily addressing the corrective action stated in this report. The MPO is encouraged to provide the FHWA and FTA with evidence of satisfactory completion of the corrective action in accordance with the noted deadlines. This certification will remain in effect until **December 2022**.

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# Florida-Alabama Transportation Planning Organization

## Section I. Overview of the Certification Process

Under provisions of 23 CFR 450.334(b) and 49 CFR 613.100, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify the planning process of Transportation Management Areas (TMAs) “not less often than once every four years.” This four-year cycle runs from the date of issuance of the previous joint certification report.

The primary purpose of a certification review is to formalize the continuing oversight and evaluation of the planning process. The FHWA and the FTA work cooperatively with the TMA planning staff on a regular basis. By reviewing and approving planning products, providing technical assistance, and promoting best practices, the formal assessment involved in a certification review provides an external view of the TMA’s transportation planning process.

A certification review generally consists of four primary activities. These activities include: 1) a “desk audit” which is a review of the TMA’s planning documents (e.g. Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP); 2) a “site visit” with staff from the TMA’s various transportation planning partners (e.g. the Metropolitan Planning Organization (MPO), Florida Department of Transportation (FDOT), local/regional transit service provider, and other participating State/local agencies), including opportunities for local elected officials and the general public to provide comments on the TMA planning process; 3) the Federal Review Team (FRT) prepares this Certification Report to document the results of the review process; and, 4) a formal presentation of the review’s findings at a future FL-AL TPO Board Policy meeting.

Certification of the planning process is a prerequisite to the approval of Federal funding for transportation projects in metropolitan areas. The certification review also helps ensure that the major issues facing a metropolitan area are being addressed. The review process is individually tailored to focus on topics of significance in each metropolitan planning area. Beginning in 2018, to initiate the TMA certification review process, the FRT utilizes a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review. **Appendix A** summarizes the section evaluation, and the report notes in the relevant sections which topic areas were not selected for review due to existing stewardship and oversight practices after considering the risk factors.

The review for the FL-AL TPO was held on August 14, 2018. During this site visit, the Federal Review Team met with the staff of the FL-AL TPO, FDOT, Escambia County Area Transit (ECAT) staff, committee representatives, other partnering agencies, and the public. See **Appendix B** for a list of review team members and site visit participants, and **Appendix C** for the TMA Certification Meeting Agenda.

Public feedback and engagement was also obtained through the MPO's website and the West Florida Regional Planning Council's (WFRPC) Facebook page with the initial announcement on August 7, 2018. Following the site visit, a public meeting for this certification review was held on September 11, 2018. The purpose of the public engagement process is to inform the public of the Federal transportation planning requirements and allow the public an opportunity to provide input on the transportation planning process to the Federal Review Team. For those that could not attend the public meeting or who did not want to speak or post publicly, contact information for the Federal Review Team was provided. Members of the public were given 30 days from the public meeting date to mail, fax or email their comments and/or request a copy of the certification review report. No additional comments were received by FHWA and FTA during the 30-day comment period.

A copy of the public engagement notices can be found in **Appendix D**. Screenshots of public input, minutes from the public meeting, including a listing of commenters and a summary of the public comments is provided in **Appendix E**.

A summary of the 2014 corrective actions and recommendations and their status can be found in **Appendix F**.

An explanation of planning acronyms can be found in **Appendix G**.

## **Section II. Boundaries and Organization (23CFR 450.310, 312, 314)**

### **A. Description of Planning Area**

Observations: The FL-AL TPO is located in northwest Florida. The planning area boundary includes the southern urbanized areas of Santa Rosa and Escambia counties in Florida and part of Baldwin County in Alabama. This includes the Pensacola Naval Air Station and the cities of Pensacola, Gulf Breeze, Milton, and Orange Beach. All of these cities are census defined urbanized areas. The planning area is bounded on the east by Eglin Air Force Base, on the west by Alabama, and on the south by Escambia Bay, East Bay, and the Gulf of Mexico. The FL-AL TPO planning boundary is visually depicted by the following map:





- City of Milton – one (1) member
- City of Orange Beach – one (1) member

The MPO maintains Bylaws that describe the operating procedures for the MPO and its advisory committees. The Bylaws were updated in 2015. A Technical Coordinating Committee (TCC), a Citizens' Advisory Committee (CAC), and the Local Coordinating Board (LCB) advise the MPO. Ad hoc committees are formed as needed. Each committee carries out its prescribed tasks and responsibilities at regularly scheduled and, at times, special meetings.

The Transportation Department of the West Florida Regional Planning Council (WFRPC) is the designated professional staff to the FL-AL TPO and performs the work required to maintain the continuing, comprehensive, and cooperative (3-C) planning process. The WFRPC serves seven (7) counties and is unique in its role in staffing three (3) separate MPOs in West Florida. A Staff Services Agreement, between the MPO and the Regional Planning Council, establishes this staffing arrangement.

**Finding:** The MPO's boundaries and organization substantially satisfies the federal requirements as outlined in 23 CFR 450.310 and 312.

**Recommendation:** The Federal Review Team offers one recommendation regarding MPO Structure. For more details about this recommendation, please see Section X.

## C. Agreements

### Current Agreement(s)/Date(s) Adopted:

- *Interlocal Agreement for Creation of the MPO* (October 7, 2015)
- *Resolution 16-15 Removing Voting Membership of Escambia County Area Transit (ECAT)* (April 23, 2016)
- *Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement* (June 9, 2013, reaffirmed April 2015)
- *Professional Services Agreement by and between the West Florida Planning Council and the Florida-Alabama Transportation Planning Organization* (December 10, 2014)
- *The Florida-Alabama Transportation Planning Organization Agreement for Federal Funding* (June 21, 2018)

**Observations:** All agreements are up-to-date.

**Finding:** The MPO's agreements substantially satisfy the federal requirements as outlined in 23 CFR 450.314.

## **Section III. Scope of the Planning Process (23 CFR 450.306)**

### **A. Transportation Planning Factors**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's planning process substantially satisfies the federal requirements as outlined in 23 CFR 450.306(b).

### **B. Air Quality**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The FL-AL TPO is currently designated as an attainment area for all National Ambient Air Quality Standards (NAAQS).

### **C. Bicycle and Pedestrian Planning Activities**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's bicycle and pedestrian planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306(b), 322(f), and 324.

### **D. Transit**

Observations: Transit service in the bi-state Pensacola urbanized area is primarily provided by Escambia County Area Transit (ECAT) in Escambia County, Florida and Baldwin Rural Area Transit System (BRATS) in Baldwin County, Alabama. ECAT is a division of the Escambia County government and provides local fixed route bus and Americans with Disabilities (ADA) Paratransit services, as well as seasonal trolley services at Pensacola Beach and year-round at the University of West Florida.

ECAT and the Florida-Alabama TPO participate in the Escambia and Santa Rosa County Transportation Disadvantaged Local Coordinating Boards (LCBs). The purpose of the LCBs is to ensure that transit and the transportation disadvantaged are considered in the transportation planning process. Previous coordination efforts have led to a \$1 million State of Good Repair grant for Escambia County.

ECAT participates in regional transportation planning, TIP, STIP, and UPWP updates with MPO involvement. ECAT also produces a Transit Development Plan (TDP) per Florida law. As part of the Long Range Transportation Plan and Transit Development Plan update, ECAT works with the MPO on transit capital plans and alternatives. ECAT, as

part of Escambia County Government, participates in the committee structure of the MPO as part of this capacity.

MPO and ECAT coordination has led to a proposed Transit Bus Stop ADA Assessment. The purpose of the plan is to better understand accessibility concerns relative to the transit system and help inform project development efforts. A peer exchange was recently held between ECAT and Bay Trolley, facilitated by the MPO, and led to the exchange of transit-related information and best management practices.

Coordination with BRATS is also noted. Recently, 5307 Pensacola Urbanized Area funds were used towards a transit feasibility study in Orange Beach, which identified a need for bus shelters.

Finding: The MPO's transit activities substantially satisfy the federal requirements as outlined in 49 CFR 613.100 as well as the transit supportive elements outlined in 23 CFR 450.

**Noteworthy Practice and Recommendation:** The Federal Review Team recognizes one noteworthy practice and offers one recommendation regarding transit. For more details about this practice and recommendation, please see Section X.

## **E. Intelligent Transportation Systems (ITS)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's ITS activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 320, and 23 CFR 940.

## **F. Freight Planning**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's freight planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 316, 322, and 324.

## **G. Security Considerations in the Planning Process**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's security planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 322(f), 322(h), and 324.

## **H. Safety Considerations in the Planning Process**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's safety planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 322(h), and 324.

## **Section IV. Unified Planning Work Program (23 CFR 450.308)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's UPWP substantially satisfies the federal requirements as outlined in 23 CFR 450.308.

## **Section V. Interested Parties (23 CFR 450.316)**

### **A. Outreach and Public Participation**

Current Document Title: 2016 Public Participation Plan

Date Adopted: April 13, 2016

Observations: The FL-AL TPO has received a recommendation for improvement regarding the Public Participation Plan (PPP) in the last two federal certification reviews. Although the outreach program has several strong components and is under the direction of a competent team of three staff members, each with a particular area of expertise, the PPP does not reflect the MPO's outreach and does not address the federal requirements. For example, the team has leadership support to seek out and attend various community events, enabling the FL-AL TPO to better target its outreach and to take transportation planning to its public rather than vice versa. The team is also publishing a monthly e-newsletter full of pictures and videos, though it covers the entire region and is not specific to the FL-AL TPO. Additionally, the MPO has an excellent mapping tool used to engage the public. However, the PPP does not describe this technique or provide a link for those that might want to use the tool.

Further, the team measures its activities in terms of quality. It scrutinizes each public involvement activity, looking first at practical results and then assessing collaterals, cost/benefits, and available alternatives. The FL-AL TPO describes this approach to evaluation as 'engagement value' and not simply decision making based upon numbers.

The FL-AL TPO provides documentation related to transportation planning processes on its website, though it recognizes that the site is confusing and in need of update. A number of components are outdated, such as the tab for Awards and Recognition.

Moreover, public involvement tools, like the interactive project priorities map, are difficult to locate on the site. Other tabs are ambiguously labeled, confusing public tools with services. For example, the tab for public tools provides information on carpooling and housing initiatives, items probably better described as services. The site also lacks easily identifiable information for those who are limited English proficient. The site does not have an online translation feature nor does it advise Spanish-speaking readers how to obtain language services. Finally, the FL-AL TPO initially decided not to hold a public meeting for the Federal Certification. However, beyond email blasting the information and posting it on the website along with a comment form, the MPO did not use social media or other electronic tools to promote the site visit or engage public participation. During the site visit, the Federal Review Team received feedback from various stakeholders that they did not feel they received adequate notice of the meeting, which limited their opportunity to participate and provide input during the review. Following the site visit, the Federal Review Team hosted an in-person/webinar accessible public meeting at the MPO and did use social media and local news outlets to advertise the meeting.

The FL-AL TPO has a separate public involvement document for its 2040 LRTP, though it is difficult to determine how useful the document was, since the listed coordinator left the MPO's employ years ago and the LRTP Final Report does not specify how it achieved equity, nondiscrimination, or the concept of 'demographic destiny', initially introduced in the public involvement document and needs report. Still, the plan is more detailed and lists clearer deliverables than its PPP counterpart, with specific activities for reaching and considering the needs of underserved populations, including transit dependent, those with disabilities, ethnic and minority groups, and both youth and seniors. The TIP priorities are developed in-house and the MPO uses a mapping tool, that is an excellent method of identifying and engaging underserved populations. The tool is referenced in the PPP, but without a web link or instructions for its location or use.

Finding: The MPO's Public Participation Plan does not fully satisfy the federal requirements as outlined in 23 CFR 450.316.

**Recommendations and Corrective Action:** The Federal Review Team offers three recommendations and has identified one corrective action regarding outreach and public participation. For more details about these recommendations and corrective action, please see Section X.

## **B. Tribal Coordination**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: There are no tribal lands within the MPO's planning boundaries requiring the MPO to provide tribal coordination.

## **C. Title VI and Related Requirements**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's Title VI and related activities substantially satisfy the federal requirements as outlined in 49 CFR 21, 49 CFR 27, 23 CFR 200, 23 CFR 450.316 and 334(a).

## **Section VI. Linking Planning and NEPA (23 CFR 450.318, 322(f)(7), 322(g))**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's linking planning and NEPA activities substantially satisfy the federal requirements as outlined in 23 CFR 450.318, 322(f)(7), and 322(g).

## **Section VII. Congestion Management Process (CMP) (23 CFR 450.320)**

Current Document Title: Congestion Management Process Plan

Date Adopted: November 2015 (Major Update), June 2017 (Minor Update)

Observations: The FL-AL TPO developed a congestion management process that was developed and implemented as part of the planning process, included coordination with system management and operation activities, and resulted in multimodal system performance measures and strategies which are reflected in the LRTP and the TIP. The MPO's Congestion Management Process Plan (CMPP) includes the following: methods to monitor and evaluate performance, defines congestion management objectives and appropriate performance measures for assessing congestion and evaluation of strategies, a coordinated program for data collection and system performance monitoring, and the identification and evaluation of performance and benefits from the process. The MPO has also periodically assessed the effectiveness of the implemented strategies and used the assessment results when selecting effective strategies for future implementation. The MPO last assessed the process in February 2017, and will evaluate the process again during the next major update to the CMPP, scheduled every five years.

Finding: The MPO's congestion management process substantially satisfies the federal requirements as outlined in 23 CFR 450.320.

## **Section VIII. Long Range Transportation Plan (23 CFR 450.322)**

Current Document Title: 2040 Long Range Transportation Plan Final Report

Date Adopted: November 3, 2015

## **A. Scope of LRTP**

Observations: A review based on the 2012 FHWA/FTA LRTP Expectations Letter was conducted during the desk audit.

Finding: The general scope of the MPO's LRTP substantially satisfies the federal requirements as outlined in 23 CFR 450.322.

## **B. Travel Demand Modeling/Data**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's travel demand modeling processes substantially satisfy the federal requirements as outlined in 23 CFR 450.322(e).

## **C. Financial Plan/Fiscal Constraint**

Observations: A review based on the 2012 FHWA/FTA LRTP Expectations Letter was conducted during the desk audit.

Finding: The financial plan/fiscal constraint of the MPO's LRTP substantially satisfies the federal requirements as outlined in 23 CFR 450.322(f) (10).

**Recommendation:** The Federal Review Team offers one recommendation regarding the LRTP Financial Plan/Fiscal Constraint. For more details about this recommendation, please see Section X.

## **Section IX. Transportation Improvement Program (TIP) (23 CFR 450.324, 326, 328, 330, 332)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's TIP substantially satisfies the federal requirements as outlined in 23 CFR 450.324.

## **Section X. Findings/Conclusions**

The following items represent a compilation of the findings that are included in this 2018 certification review report. These findings, which are identified as noteworthy practices, corrective actions, and recommendations, are intended to not only ensure continuing regulatory compliance of the FL-AL TPO's transportation planning process with federal planning requirements, but to also foster high-quality planning practices and improve the

transportation planning program in this TMA. Corrective actions reflect required actions for compliance with the Federal Planning Regulations and must be completed within the timeframes noted. Recommendations reflect national trends or potential risks, and are intended to assist the FL-AL TPO in improving the planning process. Noteworthy practices highlight efforts that demonstrate innovative ideas or best practices for implementing the planning requirements.

## A. Noteworthy Practices

1. **Transit:** The MPO is commended for the RideOn initiative and partnership with FDOT in providing effective multi-regional coordination and transportation demand management. RideOn promotes affordable and reliable commuter transportation by providing free computerized ride-matching service, called EZRide, for commuters looking for carpooling and vanpooling options. This service also encourages use of public transportation and is available to anyone living or working in Escambia, Santa Rosa, Okaloosa, Walton, Bay, Gulf, Holmes, Washington, Jackson, or Calhoun counties.

## B. Corrective Actions

1. **Outreach and Public Participation:** In accordance with 23 CFR 450.316(a), the FL-AL TPO's PPP does not have all the required elements for public involvement, specifically: explanation of how the plan was developed in consultation with other interested parties; description of the visualization techniques utilized in the LRTP and TIP; indicate timeframes for public review and comment on key planning documents, including the minimum public comment period of 45 days for PPP changes; describe strategies for seeking out and considering the needs of the traditionally underserved, minorities, and those with low incomes; nor does the document fully discuss strategies for periodically reviewing the effectiveness of the PPP. While the MPO has sporadically collected data in PPP Assessments and Outreach Tracking Reports, the PPP is unclear as to how this information is used to influence decision making. Moreover, the MPO's measures appear largely quantitative but without the corresponding baseline, target numbers and timelines that would indicate program success or challenges cannot be assessed. **The MPO must update the PPP by June 30, 2019, ensuring that it contains each requirement and that it accurately reflects the delivery of the planning program.**

## C. Recommendations

1. **MPO Structure:** The WFRPC provides staff services for three separate Florida MPOs. When several organizations share resources, it is important to distinguish with both staff and the public, the roles and responsibilities for each of the three separate MPOs and the WFRPC. Additionally, while standardized templates increase efficiency, the final adopted documents should reflect the unique identity and needs of each MPO. The Federal Review Team recommends that staff



continue to strengthen the distinct identity and role of the FL-AL TPO, emphasizing this region's unique traits, challenges, and stakeholders.

2. **Transit:** The Federal Review Team recommends that the MPO continue regular coordination with the area transit providers to identify needs and ensure that the providers are fully integrated into the planning process. This includes, but is not limited to: agreements; public and stakeholder outreach/participation; transit studies; and project development, selection, and programming.
3. **Outreach and Public Participation:** The Federal Review Team recommends the MPO overhaul its website so that documents, tools, resources and contacts are easily located and used. The MPO might also find it helpful to survey various community groups to test the updated website to ensure it is usable by both the tech savvy as well as those who have limited computer skills.
4. **Outreach and Public Participation:** To better understand the needs and values of its communities, the Federal Review Team recommends the FL-AL TPO consider layering demographic maps over its priorities. This activity will not only help the MPO with targeting the nature and locations of its outreach and activities, but also in demonstrating equity and nondiscrimination in project planning and ranking.
5. **Outreach and Public Participation:** The regulations do not prohibit the use of a separate public involvement plan for LRTP development. However, the Federal Review Team recommends the FL-AL TPO should review such documents to ensure that they do not conflict with the overall guiding document, the PPP. Further, to the extent the MPO uses an LRTP-specific outreach plan, the MPO still needs to measure activities for effectiveness, reporting the outcome of involvement efforts and how they shaped or influenced the LRTP.
6. **Long Range Transportation Plan – Financial Plan/Fiscal Constraint:** Noting that the 2015 LRTP does not allocate any transit funding or projects to Baldwin County over the plan's horizon period, the Federal Review Team recommends expanding coordination efforts with BRATS and other stakeholders, such as Orange Beach, to include long-term project development.

## **D. Training/Technical Assistance**

At the conclusion of the site visit, the Federal Review Team asked the MPO staff if they had any training or technical assistance needs. The FL-AL TPO identified technical assistance requests for the following topical areas: whether/how the MPO should include both federal and MPO-developed performance measures in the CMP; requirements for advertising in print media (expensive and attracts limited public involvement); strategies for conducting more productive MPO committee meetings; and requirements for hosting ADA and transit accessible public meetings, specifically in areas of Alabama where transit

may not be available. FHWA and FTA will work with the MPO to provide resources in these areas.

## **E. Conclusion**

Based on the overall findings of the certification review, the FHWA and FTA jointly certify that the transportation planning process of the Pensacola TMA, which is comprised entirely by the FL-AL TPO, substantially meets the federal planning requirements in 23 CFR 450 Subpart C subject to the MPO satisfactorily addressing the corrective action stated in this report. The MPO is encouraged to provide the FHWA and FTA with evidence of satisfactory completion of the corrective action in accordance with the noted deadlines. This certification will remain in effect until **December 2022**.

## Appendix A. Summary of Risk Assessment

### Florida TMA Certification Review Risk Assessment

MPO: FL-AL  
 Date of Assessment: 4/9/2018  
 Cert Review Report Date: Dec 2018

Topic Area	Selected for additional review?
Organization of MPO/TPO (23 CFR 450.310, 312, 314)	No
Scope of the Planning Process (23 CFR 450.306) - Transportation Planning Factors	No
Scope of the Planning Process (23 CFR 450.306) - Air Quality	No
Scope of the Planning Process (23 CFR 450.306) - Bicycle and Pedestrian Planning Activities	No
Scope of the Planning Process (23 CFR 450.306) - Transit	Yes
Scope of the Planning Process (23 CFR 450.306) - Intelligent Transportation Systems (ITS)	No
Scope of the Planning Process (23 CFR 450.306) - Freight Planning	No
Scope of the Planning Process (23 CFR 450.306) - Security Considerations in the Planning Process	No
Scope of the Planning Process (23 CFR 450.306) - Safety Considerations in the Planning Process	No
Unified Planning Work Program (23 CFR 450.308)	No
Interested Parties (23 CFR 450.316) - Outreach and Public Participation	Yes
Interested Parties (23 CFR 450.316) - Tribal Coordination	No
Interested Parties (23 CFR 450.316) - Title VI and Related Requirements	No
Linking Planning and NEPA (23 CFR 450.318)	No
Long Range Transportation Plan (23 CFR 450.322)	No
Long Range Transportation Plan (23 CFR 450.322(e)) - Travel Demand Modeling/Data	No
Long Range Transportation Plan (23 CFR 450.322(f)(10)) - Financial Plan/Fiscal Constraint	No
Congestion Management Process (23 CFR 450.320)	Yes
Transportation Improvement Program (23 CFR 450.324, 326, 328, 330, 332)	No

\*Note: With the exception of Transit, if all areas are a "No", then the top 3 areas will be reviewed.  
 The additional area is: Organization of MPO/TPO

## **Appendix B. Site Visit Participants**

### **FL-AL TPO**

Mary Beth Washnock  
Jill Lavender  
Kathy Saldana  
Brittany Ellers  
Gary Kramer  
Rob Mahan  
Annie Walthall  
Jill Krug  
Tiffany Bates  
Dawn Schwartz  
Jennifer Laurent  
Kristin Barre  
Kathy Scott  
Howard Vanselow  
Jessica Paul

### **FHWA**

Danielle Blackshear  
Stacie Blizzard  
Carey Shepherd  
Lian Li (AL Div.)  
Clint Andrews (AL Div.)

### **FTA**

Rob Sachnin

### **ECAT**

Tonya Ellis

### **FDOT**

Bryant Paulk  
Christy Johnson  
Alex Gramovot

### **ALDOT**

Michael Hora

### **MPOAC**

Carl Mikyska

## Appendix C. TMA Certification Site Visit Agenda

### Florida-Alabama Transportation Planning Organization TMA Certification Review

August 14, 2018

West Florida Regional Planning Council  
4081 E Olive Rd, Suite A  
Pensacola, FL 32514

Call-in Number: **800-747-5150**, 7 digit Access code: **3327976**

### AGENDA

Tuesday	August 14, 2018	Day One
<b>Federal Certification Team Members</b>	<ul style="list-style-type: none"> <li>➤ Danielle Blackshear (FHWA)</li> <li>➤ Stacie Blizzard (FHWA)</li> <li>➤ Carey Shepherd (FHWA)</li> <li>➤ Clint Andrews (FHWA)</li> <li>➤ Lian Li (FHWA)</li> <li>➤ Rob Sachnin (FTA)</li> </ul>	

Time	Item	Lead
<b>8:30 a.m.</b>	<b>Begin Site Visit</b> Welcome / Introductions <ul style="list-style-type: none"> <li>➤ Purpose of the Certification Process</li> <li>➤ Discussion of Risk Assessment</li> <li>➤ Review schedule and close-out process</li> </ul>	Federal Team
<b>8:45 a.m.</b>	Discussion of Previous Review Findings <ul style="list-style-type: none"> <li>➤ Federal TMA Certification</li> <li>➤ State/TPO Annual</li> </ul>	Federal Team, TPO, ECAT, FDOT, ALDOT
<b>9:15 a.m.</b>	TPO Overview including changes within TPO since last TMA Certification <ul style="list-style-type: none"> <li>➤ Demographics</li> <li>➤ Boundaries</li> <li>➤ Political</li> <li>➤ Process Changes</li> </ul>	Federal Team, TPO, ECAT, FDOT, ALDOT
<b>9:45 a.m.</b>	Share Best Practices and Lessons Learned <ul style="list-style-type: none"> <li>➤ What is the TPO most proud of over the last four years?</li> <li>➤ What challenges have you encountered and addressed?</li> </ul>	TPO

Page 1 of 2

<b>10:30 a.m.</b>	<b>Break</b>	
<b>10:45 a.m.</b>	Organization of the MPO/TPO <ul style="list-style-type: none"> <li>➤ Agreements</li> <li>➤ Coordination: WFRPC, Alabama</li> </ul>	Federal Team, TPO, ECAT, FDOT, ALDOT
<b>11:15 a.m.</b>	Transit/Transportation Disadvantaged	Federal Team, TPO, ECAT, FDOT, ALDOT
<b>11:45 a.m.</b>	<b>Break for Lunch</b>	
<b>1:00 p.m.</b>	Public Participation <ul style="list-style-type: none"> <li>➤ Certification Review Public Involvement</li> </ul>	Federal Team, TPO, ECAT, FDOT, ALDOT
<b>1:30 p.m.</b>	Congestion Management Process	Federal Team, TPO, ECAT, FDOT, ALDOT
<b>2:00 p.m.</b>	Technical Assistance & Training <ul style="list-style-type: none"> <li>➤ Future Needs</li> </ul> Additional Questions <ul style="list-style-type: none"> <li>➤ Anything else the TPO would like to share with the Federal Team that hasn't been discussed?</li> </ul>	Federal Team, TPO, ECAT, FDOT, ALDOT
<b>2:30 p.m.</b>	<b>Break</b>	
<b>2:45 p.m.</b>	Preliminary Findings Discussion with Federal Team	Federal Team
<b>4:00 p.m.</b>	Preliminary Findings Discussion with TPO staff	Federal Team, TPO, ECAT, FDOT, ALDOT
<b>4:30 p.m.</b>	<b>Adjourn Site Visit</b>	

## Appendix D. Public Engagement Notice

**From:** Mary Beth Washnock  
**To:** [Jill Lavender](#)  
**Subject:** Federal Certification Review for the Florida-Alabama TPO  
**Date:** Tuesday, August 07, 2018 4:50:01 PM  
**Attachments:** [DRAFT FL-AL TPO 2018 Site Visit Agenda \(002\).pdf](#)

---

Florida-Alabama TPO Members, Committee Members and Interested Parties:

Every four years the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) conduct a Federal Certification Review of the Florida-Alabama Transportation Planning Organization (TPO). The main purpose of the review is to certify that the Florida-Alabama Transportation Planning Organization is satisfactorily meeting the planning requirements as defined in Federal laws and regulations. This process also provides FHWA and FTA the opportunity to add value to the Florida-Alabama TPO's planning process through the sharing of best practices, techniques, and/or technology.

The Federal Certification Site Visit will be held on August 14, 2018 at 8:30 a.m. at the West Florida Regional Planning Council office at 4081 E. Olive Road, Suite A, Pensacola, FL 32514. Attached is the agenda for the site visit.

Should you have any questions please contact Ms. Jill Lavender at [jill.lavender@wfprc.org](mailto:jill.lavender@wfprc.org) or 850-332-7976 extension 212.

With Sincere Appreciation,

*Mary Beth Washnock*

Transportation Planning Manager

**West Florida Regional Planning Council**

4081 East Olive Road, Suite A, Pensacola, Florida 32514

850-332-7976 x228 Toll Free: 800-226-8914 F: 850-637-1923

**Preserving and enhancing the quality of life in northwest Florida since 1964.**

*NOTICE: E-mail communications to or from West Florida Regional Planning Council employees are considered to be public records. Florida's public records law requires these communications be made available to the public and media upon request. (Florida Statutes, Chapter 119)*

**From:** Mary Beth Washnock  
**To:** [Mary Beth Washnock](#)  
**Subject:** Federal Highway/Federal Transit Administration Certification Review Public Meeting  
**Date:** Monday, August 27, 2018 4:40:27 PM  
**Attachments:** [Certification Public Meeting Flyer.pdf](#)

---

Dear TPO Members, Committee Members, and Interested Parties:

In an effort to continue providing our partners and the members of the public with an opportunity to comment we are hosting a Public Meeting in conjunction with our Federal Certification Review process. All Transportation Management Areas (TMAs) are required to be reviewed by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) every four years. TMAs are MPOs or TPOs with a population of 200,000 or more.

The location and time of the Public Meeting is:

10:30 a.m. Tuesday, September 11, 2018  
West Florida Regional Planning Council  
4081 E. Olive Road, Suite A  
Pensacola, FL 32514

A remote video-conference option has been provided below:

**Web Room:** <https://connectdot.connectsolutions.com/flperteam/>

**Phone: (877) 336-1828**

**Access Code: 8404648**

Should you have any questions, please contact me at the e-mail and phone number below.

Thank you,

*Mary Beth Washnock*

Transportation Planning Manager

**West Florida Regional Planning Council**

4081 East Olive Road, Suite A, Pensacola, Florida 32514

850-332-7976 x228 Toll Free: 800-226-8914 F: 850-637-1923

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## Federal Certification Review Public Meeting

The Florida-Alabama Transportation Planning Organization will host a Federal Certification Review Public Meeting to allow the public and partners an opportunity to comment on the federal certification review process.

### Federal Certification Review Public Meeting

**4081 E. Olive Road, Suite A**

**Pensacola, FL 32514**

**Tuesday, Sept. 11, 2018**

**10:30 a.m.**

**For more information contact:  
Mary Beth Washnock  
Transportation Planning Manager  
850-332-7976, ext. 228  
[marybeth.washnock@wfrpc.org](mailto:marybeth.washnock@wfrpc.org)**



The Florida-Alabama TPO is staffed by the West Florida Regional Planning Council (WFRPC), a multi-purpose regional entity providing professional planning, coordinating, and advisory services to local governments, state and federal agencies, and the public to preserve and enhance quality of life in northwest Florida. Public participation is solicited without regard to race, color, national origin, sex, age, religion, disability, or family status.

## Federal Certification Review Public Meeting in Pensacola

TRACK

SHARE



**September 11, 2018**

**Tuesday 10:30 AM**

**West Florida Regional Planning Council**

4081 East Olive Road, Suite A

Pensacola, Florida 32514

[Map](#)

**PERFORMERS:**

No Performers Listed

## Facebook Posts

**West Florida Regional Planning Council**

Published by Brittany Ellers [?] · August 30 at 11:00 AM · 🌐

The Florida-Alabama Transportation Planning Organization will host a Federal Certification Review Public Meeting to allow the public and partners an opportunity to comment on the federal certification review process. The meeting will be held on Tuesday, Sept. 11, 2018 at West Florida Regional Planning Council, 4081 E. Olive Road, Suite A in Pensacola. The public and partners may also submit comments by Friday, September 14, 2018 via online form, or by contacting Jill Lavender at 850-332-7976, ext. 212.



**Federal Certification Review  
Public Meeting**  
  
4081 E. Olive Road, Suite A  
Pensacola, FL 32514  
Tuesday, Sept. 11, 2018  
10:30 a.m.  
  
**Florida-Alabama  
TPO**  
Transportation Planning Organization

WFRPC.ORG  
**2018 Federal Certification Review - West Florida Regional  
Planning Council**

 **87 people** reached

Boost Post

 Tiffany Bates and Mary Beth Washnock

 Like

 Comment

 Share





Write a comment...





## West Florida Regional Planning Council



Published by Brittany Ellers [?] · September 4 at 8:00 AM · 🌐

The Florida-Alabama Transportation Planning Organization will host a Federal Certification Review Public Meeting to allow the public and partners an opportunity to comment on the federal certification review process. The meeting will be held on Tuesday, Sept. 11, 2018 at West Florida Regional Planning Council, 4081 E. Olive Road, Suite A in Pensacola. A remote video-conference option has been provided below:

Web Room: <https://connectdot.connectsolutions.com/flperteam/>

Phone: ... [See More](#)



### Federal Certification Review Public Meeting

4081 E. Olive Road, Suite A  
Pensacola, FL 32514  
Tuesday, Sept. 11, 2018  
10:30 a.m.



## West Florida Regional Planning Council

Government Organization

Send Message

85 people reached

Boost Post



Like




Comment



Share



## Website Comment Form



### 2018 Federal Certification Review

Attachments:

1. [Correspondence with FHWA Part 1](#)
2. [Correspondence with FHWA Part 2](#)
3. [Public Involvement Tracking Report](#) (Updated July 12, 2018)
4. [Organization Chart](#) - (July 2018)
5. [Summary of Staff Responsibilities](#)
6. [2015 Interlocal Agreement](#)
7. [Resolution FL-AL 16-15 Removing ECAT from TPO Membership](#)
8. [2010 ICAR Agreement](#)
9. [Resolution FL-AL 15-13 Reaffirming ICAR](#)
10. [2014 Staff Services Agreement](#)
11. [2018 PL Agreement](#)
12. [Quarterly Assessments](#)
13. [Community Profile from the Title VI Plan](#)

[2018 Federal Certification Review – Financial Report](#)

Attachments:

1. [Project Contracts Narrative](#)
2. [Internal Controls Narrative](#)

Previous Federal Certification Reports

- [2014 Federal Certification Report](#)
- [2010 Federal Certification Report](#)

Please submit comments by **Wednesday, October 10, 2018** via online form below, or by contacting [Jill Lavender](#) at 850-332-7976, ext. 212.

**Name \***

First Last

**Email \***

Please enter your email, so we can follow up with you.

**Comment \***

## **Appendix E. Summary of Public Feedback**

FHWA and FTA would like to thank everyone who participated in and contributed comments for the FL-AL TPO TMA Certification Review. Public comments are a vital element of the certification review, as they allow citizens to provide direct input on the transportation planning process for their transportation planning area. No comments were received through the WFRPC Facebook page or the FL-AL TPO online comment form. The comments received during the public meeting included appreciation for the MPO staff and their improved coordination with the CAC, and an appeal to the MPO to participate in non-traditional public outreach methods, such as attending local community events, to increase diversity and representation from minorities and low-income populations. No additional comments were received during the 30-day public comment period following the public meeting on September 11, 2018. We have reviewed all comments and have taken them into consideration throughout the writing of this report. The next page begins the public meeting minutes and the public comments received.





## Federal Certification Review Public Meeting

4081 E. Olive Road, Suite A, Pensacola, FL, 32514

Tuesday, Sept. 11, 2018, 10:30 A.M.

### Attendance:

Danielle Blackshear	FHWA
Lian Li	FHWA
Donna M. Green	FDOT
Bryant Paulk	FDOT
Christy Johnson	FDOT
Colette Wiedeman	ECAT
James L. Gulley	Citizen
Barbara Mayall	Citizen
Mary Beth Washnock	WFRPC Staff
Tiffany Bates	WFRPC Staff
Gary Kramer	WFRPC Staff
Rob Mahan	WFRPC Staff
Kristen Barre	WFRPC Staff
Annie Walthall	WFRPC Staff
Brittany Ellers	WFRPC Staff

Ms. Danielle Blackshear opened the meeting by briefly introducing the members of the review team. This year's risk assessment was different from previous years in that it was being broadcasted through a video conference as well as over the phone.

Ms. Blackshear gave an overview of the certification process and explained the four primary activities were a desk audit, site visit, the preparation of a "FHWA/FTA TMA certification Review Report, and a formal FHWA Florida Division presentation of the reviews findings at a future TPO Board Policy meetings. Ms. Blackshear also gave a brief overview of the MPO process.

Ms. Blackshear gave a brief description of the products reviewed during the desk audit, the Unified Planning Work Program (UPWP), the Long Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP), and the Public Participation Plan (PPP).

Ms. Blackshear stated that she wanted to know from the public in attendance, if they have been involved in the transportation planning process, if they have opportunities to participate and have they been meaningful opportunities to participate, as well as what their views are of the process.

Ms. Barbara Mayall, Pensacola, FL, thanked Ms. Blackshear and stated that she had been involved in the process since 2005. Ms. Mayall stated that the last 4-5 years the public process has been extremely well maintained and that there are always a lot of opportunities to come to meetings and give input. Ms. Mayall stated that there is a clear line of communication between herself and TPO and FDOT staff.

Ms. Mayall stated that she was a member of the FL-AL TPO's Citizens Advisory Committee. She explained that at yesterday's meeting, Gary Kramer did an outstanding job explaining the different TPO processes. Ms. Mayall added that the planning council works with its citizens as often as it can to address local issues.

Mr. James L Gulley stated that he was a member of the Westside CRA. Mr. Gulley discussed the lack of racial diversity on the FL-AL Citizens Advisory Committee. Mr. Gulley said that until WFRPC staff gets personal with the public, they will not have success reaching out to more diverse groups in the community. Mr. Gulley recommended several different events in the area that staff could attend.

Ms. Blackshear stated that comments received today and over the next 30 days are incorporated into the report. Meeting minutes and a summary of the comments are also included in the report.



## Appendix F. Status of Previous Certification Findings

The following is a summary of the previous corrective actions and recommendations made by the Federal Review Team to the FL-AL TPO. The MPO's last certification review report was published in December 2014.

### A. Corrective Actions

1. **Agreements:** As identified by 23 CFR 450.314(a), the MPO needs to update their Interlocal Agreement since it out of date and not reflective of current practices. For example, the city of Orange Beach, AL, is a voting member of the TPO board and is not reflected in the voting membership. **An updated Interlocal Agreement needs to be executed by December 31, 2015.**

**Update:** The Interlocal Agreement for Creation of the Florida-Alabama TPO was updated to include the City of Orange Beach, AL. The agreement was approved by the MPO Board on October 7, 2015, and fully executed on November 17, 2015. FHWA/FTA sent formal correspondence confirming that the corrective action had been satisfied on March 24, 2016.

2. **Congestion Management Plan:** As identified by 23 CFR 450.320(c)(6), the CMP needs to contain evaluation measures that must be used to provide feedback to determine the effectiveness of strategies in the CMP. **This requirement for evaluation measures to be included in the CMP needs to be met by November 30, 2015, and in use by April 30, 2016.**

**Update:** The MPO reviewed and performed a major update to the Congestion Management Process Plan (CMPP) during 2015. One of the elements included in the update was evaluation measures that will be used by the MPO to determine the effectiveness of the strategies outlined in the CMPP. The updated CMPP was approved by the MPO Board on November 3, 2015. This satisfied the first part of the corrective action.

The original date for addressing the second part of the corrective action was April 30, 2016, but was extended three times ultimately to October 17, 2016, per the MPO's requests. The MPO initiated using the evaluation measures as they began receiving traffic counts and other data in May and June, 2016. These analyses began the annual CMPP update in 2016. In August 2016, the MPO provided FHWA and FTA follow-up correspondence and documentation detailing how the evaluation measures were currently being utilized.

Through continued correspondence with and assistance from FHWA and FTA between October 2016 and February 2017, the MPO created a table detailing how performance measures are being tracked and the resulting data. Based on the data collected, the chart identifies those measures that will be kept, removed, or tracked at a later date. This table and a brief narrative were included as an

appendix to the CMPP in February 2017. FHWA/FTA sent formal correspondence confirming that the corrective action had been fully satisfied on March 14, 2017.

## **B. Recommendations**

1. **Public Participation Plan:** Florida-Alabama TPO's governing public involvement document is due for update in the coming months. As noted in the previous certification review, the MPO needs to examine this document to ensure that, at a minimum, it has all of the requisite information from 23 CFR 450.316 and is a useful roadmap, advising the public of its services and outlining distinct, reasonable and measurable goals for involving the public. The update needs to also utilize the quarterly assessments as feedback, which would then be used to improve outreach, and improve the document based upon quantifiable data collected.

**Update:** The PPP was updated and adopted in June 2016. However, the document does not adequately address the requirements of 23 CFR 450.316. Since the update of the PPP, the MPO has conducted and documented quarterly Public Outreach Assessment Meetings to discuss the status and effectiveness of outreach activities, and developed a Public Involvement Tracking Report to provide quantifiable data of meetings, social media posts and followers, outreach activities, email blasts, and surveys. Although, it is unclear how this data has informed the MPO's overall evaluation of the effectiveness of the PPP or impacted which public participation strategies will be used.

2. **Title VI (Nondiscrimination):** In support of the OneDOT initiative, FHWA now recommends that sub-recipients update Nondiscrimination programs and documents triennially, preferably in conjunction with updates for FTA, if applicable. This conveniently coincides with the MPO's schedule, as 2014 marks the three-year anniversary of its program. Because the Federal Review Team found various, older documents combined with the approved 2011 plan, it is important that the MPO carefully review all of its webpages, planning documents and paper files, removing outdated or inconsistent information. The Team also recommends that the MPO provide a link to nondiscrimination documents from the main webpage. This will help with access and avoid duplication or inconsistency.

**Update:** The 2016 Florida-Alabama TPO Title VI Policy and Plan, Title VI Statement, Title VI Public Notice, and Complaint of Discrimination forms (available in English and Spanish) are located on the "Title VI/ADA" page of the MPO's website. There is also a link to the MPO's Title VI Plan on the "Title VI/ADA" page of the WFRPC's website, accessible from the main page. The webpages and documents have also been updated with the contact information for the current Title VI coordinator.

3. **Title VI (Environmental Justice):** The Federal Review Team recommends that the MPO use the community profile, ETDM, Public Involvement and other methods to ensure that EJ analyses are conducted and described in planning documents. The Federal Review Team understands that EJ in planning is at a broader level than during PD&E. Nevertheless policies, projects and other activities advanced to benefit or to avoid, minimize or mitigate adverse impacts on minority and other communities should be described.

**Update:** On May 11, 2017, the FL-AL TPO coordinated an ETDM tool training for new staff. Following the ETDM training, staff also coordinated a training on the Sociocultural Data Report (SDR) tool on January 30-31, 2018. The MPO plans to use the SDR tool to update the Florida-Alabama TPO Title VI Plan Limited English Proficiency Plan (LEP) Plan and update the demographic information in the Title VI plan in 2019.

4. **Title VI (Americans with Disabilities, Disadvantaged Business Enterprises):** FDOT and the Division recently participated in the MPO's 2nd Annual Transportation Symposium, as did local representatives from the air and sea ports and other area stakeholders. However, the Federal Review Team did not identify any specific local transit agency participation. Moreover, representatives of organizations that serve minority and disabled individuals were conspicuously underrepresented (with the exception of county health departments). The Federal Review Team recommends including speakers and panelists that represent all of the region's stakeholders. This may necessitate scholarships or reduced fees for those organizations that cannot pay the \$175.00 registration. FHWA has already fielded one informal complaint about the exclusivity of the Symposium. The MPO should work to ensure this excellent initiative is not overshadowed by allegations of underrepresentation, inequity or discrimination.

**Update:** The MPO invited a representative of a small, woman-owned planning firm to speak as a panelist on the Generations Panel at the 3<sup>rd</sup> Annual Emerald Coast Transportation Symposium. Bay Town Trolley staff attended the 4th Annual Transportation Symposium in 2017, and also helped with transportation to the off-site tours of the Port of Panama City and the Bay County Traffic Management Center. Although the registration fee has increased in recent years to \$250.00, the MPO has provided occasional scholarships for members of the CAC, and if necessary, will provide different rates for partners who need a special rate. The symposium is open to all members of the public, and many student and local community group representatives can attend for free.

5. **Title VI (Americans with Disabilities):** During the Board Meeting, the Team captured a number of references to ADA accessibility at 12th Street and Bayou in Pensacola. While most of the complaints were ancillary to the issue of tree removal and none were specific, the Federal Review Team nonetheless surveyed the existing, partially completed project and found that some of the current pedestrian features are likely inaccessible and in violation of ADA

standards. For example, the height of and reach ranges to the pedestrian buttons on the northeast and southeast corners of 12th and Bayou appear to be in excess of the maximums described in Chapters 308.2.1 and 308.2.2 of the Standards. In addition, installation of the detectable warning mat on the northeast corner does not extend to within 2" of the return curb and the northwest corner lacks a level landing pad to access the ped buttons. Crossing times are about 15 seconds and, given the volume and speed of traffic, should be checked for adequacy. The Federal Review Team recommends that the MPO work with FDOT as the project continues to ensure that the intersection when completed is fully compliant.

**Update:** The FDOT District 3 Office addressed the ADA concerns with a short-term solution that included keeping the trees. There have not been any additional complaints about the project configuration.

6. **Transportation Improvement Program:** The TIP references the FDOT MPO Handbook to explain the MPO's TIP modification process, but does not describe these procedures. The Federal Review Team recommends the MPO provide specific procedures in their documents, rather than referring to a non-MPO document, to define the MPO's TIP modification process.

**Update:** Since 2016, the TIP Executive Summary has included a description of the MPO's amendment and modification process procedures.

7. **Regional Coordination:** The Florida-Alabama TPO has a military installation within its planning boundaries. This is quite common among Florida MPOs and the staff may wish to consider reaching out to other MPOs with military installations to see if a meeting with the MPOs would produce ideas on how to work with the military and to share best practices, tips, and ideas.

**Update:** In December 2016, FL-AL TPO staff attended the Northwest Florida Community-Base Working Group Meeting. Participants of this group include the community planners at Naval Air Station (NAS) Pensacola, NAS Whiting Field, Hurlburt Field, Eglin Air Force Base, and Naval Support Activity (NSA) Panama City; the Military Affairs liaison at the Pensacola Chamber of Commerce; TEAM Santa Rosa Economic Development; Okaloosa Economic Development Council (EDC) Defense Support Initiatives Committee; Bay Defense Alliance; and the chair of the Florida Defense Alliance. MPO Staff was asked to speak to this group regarding the Strategic Intermodal System (SIS) and the military impacts on it, including which roads in the region are SIS facilities, as well as any projects of regional significance.

## Appendix G. Acronym List

ADA – Americans with Disabilities Act	NHS – National Highway System
AQ – Air Quality	NTI – National Transit Institute
CAAA – Clean Air Act Amendments of 1990	PEA – Planning Emphasis Area
CFP – Cost Feasible Plan (of the LRTP)	PL – Metropolitan Planning Funds
CFR – Code of Federal Regulations	PPP – Public Participation Plan
CMAQ – Congestion Mitigation and Air Quality	RA – Regional Administrator
CMP – Congestion Management Process	RTIP – Regional Transportation Implementation Plan
DA – Division Administrator	RTP – Regional Transportation Plan
DBE – Disadvantaged Business Enterprises	SAFETEA-LU – Safe, Accountable, Efficient Transportation Equity Act: A Legacy for Users
DHHS – Department of Health and Human Services	RPC – Regional Planning Commission
EJ – Environmental Justice	SFY – State Fiscal Year
ETDM – Efficient Transportation Decision Making	SHA – State Highway Administration
EPA – Environmental Protection Agency	SHSP – Strategic Highway Safety Plan
FAST Act – Fixing America’s Surface Transportation Act	SIP – State Implementation Plan
FDOT – Florida Department of Transportation	SOP – Standard Operating Procedures
FHWA – Federal Highway Administration	SOV – Single Occupancy Vehicle
FTA – Federal Transit Administration	SPR – State Planning and Research
FY – Federal Fiscal Year	STIP – Statewide Transportation Improvement Program
GIS – Geographic Information Systems	STP – Surface Transportation Program
HSIP – Highway Safety Improvement Program	TAZ – Transportation Analysis Zone
HPMS Reviews – Highway Performance Monitoring System	TCM – Transportation Control Measure
ISTEA – Intermodal Surface Transportation Efficiency Act	TDM – Transportation Demand Management
ITS – Intelligent Transportation Systems	TEA-21 – Transportation Equity Act for the 21 <sup>st</sup> Century
LEP – Limited English Proficiency	TIP – Transportation Improvement Program
LRTP – Long Range Transportation Plan	Title VI – Title VI of the 1964 Civil Rights Act
M&O – Management and Operations	TAM – Transit Asset Management
MAP-21 – Moving Ahead for Progress in the 21 <sup>st</sup> Century	TAMP – Transportation Asset Management Plan
MOA – Memorandum of Agreement	TMA – Transportation Management Association
MOU – Memorandum of Understanding	TMIP – Travel Model Improvement Program
MPA – Metropolitan Planning Area Boundary	TPCB – Transportation Planning Capacity Building Program
MPO – Metropolitan Planning Organization	TPO – Transportation Planning Organization
MPOAC – Metropolitan Planning Organization Advisory Council	TPA – Transportation Planning Agency
NAAQS-National Ambient Air Quality Standards	TSP – Transportation Safety Planning
NEPA – National Environmental Policy Act	UAB – Urban Area Boundary
NHI – National Highway Institute	UPWP – Unified Planning Work Plan
	U.S.C. – United States Code
	UZA – Urbanized Areas
	VMT – Vehicle Miles Traveled