



Florida Department of Transportation

State Planning & Research

July 1, 2016 – June 30, 2017, SPR SubPart A Program Plan



This Program is designed to help the Department fulfill its Mission:

The Department will provide a safe transportation system that ensures the mobility of people and goods, enhances economic prosperity and preserves the quality of our environment and communities

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Scope of this SPR SubPart A Document

This *State Planning and Research Program SubPart A* document identifies planning, environmental management, and work program activities that will be accomplished by the Florida Department of Transportation (FDOT) for the State Fiscal Year (July 1 – June 30), and for which federal reimbursement will or may be requested. It is submitted in compliance with 23 CFR 420.111, and pursuant to the current Florida Federal-Aid Partnership Agreement.

In Florida, federal planning funds are used to pay eligible costs of staff and consultants in the areas of planning and environmental management. Additional state funds are also used to supplement these functions to ensure our objectives are accomplished. Under current FDOT policy, the preparation of the Work Program itself is paid for using state funds; however, the Work Program is a critical document for all FDOT activities, and SPR SubPart A will continue to list all essential Work Program products, services and activities. These activities also document the process by which we develop our State Transportation Improvement Plan (STIP), which is essentially an extract of the Work Program. FDOT maintains extensive financial records that can be used to support the eligibility of all work activities undertaken.

Planning, Environmental Management, and Work Program include activities and resources required to:

- Establish a transportation policy framework, including coordination and development of the Florida Transportation Plan – Florida’s statewide transportation plan;
- Collect and analyze data to support decision making;
- Evaluate the effectiveness of the state’s transportation system;
- Document transportation needs;
- Set program direction;
- Suggest project priorities;
- Develop concept plans;
- Develop and ensure the implementation of quality environmental policies, procedures and practices in the development of transportation improvements;
- Develop and maintain the Statewide Transportation Improvement Program; and
- Perform Environmental Management and Efficient Transportation Decision Making activities.

All the above activities are necessary to ensure that programs and projects support the department’s mission and that the department meets all state and federal planning and environment responsibilities, including:

- Serving as Florida’s principal transportation policy advisor;
- Coordinating the planning and environmental stewardship of a safe, viable and balanced transportation system serving all regions of the state and assuring the compatibility of all components, including multi modal facilities;
- Implementing federal mandates; and
- Cooperating and assisting in the development of plans by federal, state and local agencies.

The SPR constitutes the main supporting document for a small, but critical, portion of the FDOT Work Program, which is the primary component of the Department’s Program Development.

This *SPR Program SubPart A* document summarizes the major activities and key milestones to accomplish specific products and services in FDOT's:

- Office of Policy Planning
- Systems Planning Office
- Transportation Statistics Office;
- Central Environmental Management Office;
- Transit Office
- Rail Office
- Central Office of Work Program;
- Freight Offices as appropriate, and;
- Districts 1 through 7.

Summary of SPR SubPart A Development Cycle:

May 15, 2016:	Draft SPR SubPart A for upcoming fiscal year due to FHWA; reflects Legislative budget
June 15, 2016:	Final SPR SubPart A due to FHWA to address comments on May 15 draft
January 31, 2017:	1 st SPR Status Report for FY16/17 due to FHWA
September 30, 2017:	2 nd SPR Status Report for FY16/17 year due to FHWA

Summary of SPR SubPart A Program Approval Steps

In-House

- Step 1 –** FDOT Office of Policy Planning prepares a draft SPR Program Plan and submits it to FHWA by May 15 each year.
- Step 2 –** FHWA reviews and provides comments on the draft SPR Program Plan to the FDOT Office of Policy Planning.
- Step 3 –** FDOT Office of Policy Planning prepares a final SPR Program Plan and submits it to FHWA by June 15 each year.
- Step 4 –** FHWA performs their final review and approval, including authorization approval, of the final SPR Program Plan within 15 calendar days but no later than June 30, each year.
- Step 5 –** FDOT Work Program Office(s) request FDOT Federal Aid Office to process authorizations.
- Step 6 –** FDOT Federal Aid Office reviews and submits authorization requests to FHWA.
- Step 7 –** FHWA reviews and approves authorizations.
- Step 8 –** Individual organization units request amendments to the adopted SPR Program Plan as needed.
- Step 9 –** FDOT Office of Policy Planning prepares an amended SPR Program Plan and submits it to FHWA as needed.
- Step 10 –** FHWA performs their review of the amended SPR Program Plan, provides comments as needed, and makes a determination within 10 days. Go to In-House Step 5.

FDOT Transportation Glossary: Terms and acronyms used in transportation planning in Florida

Website: <http://www.dot.state.fl.us/planning/glossary/>

Content Definition of the Following SPR SubPart A Pages

<p>General Organizational Unit Page – <i>not specific to the subject fiscal year</i></p> <ul style="list-style-type: none"> • General Organizational Unit – Each FDOT geographical district and each central office in Tallahassee that make up FDOT’s Planning and Environmental Management Program. Each has: <ul style="list-style-type: none"> ○ A Narrative Page; ○ One or more Product/Service Narrative Pages and Tables; and ○ Financial information in the Detailed Financial Summary Sheet. • Description – A brief description of the functions of each General Organizational Unit, usually based on official FDOT organizational materials. • Website – The general web site of the General Organizational Unit, if one exists. • Contact – The General Organizational Unit manager/director.
<p>Product/Service Pages</p> <p>Narrative Page for each Major FDOT Product and Service – <i>not specific to the subject fiscal year</i></p> <ul style="list-style-type: none"> • Product/Service – Something that is produced, such as a plan, or something FDOT does, internally or for external entities. • Responsible Organizational Unit – The FDOT organizational unit below the General Organizational Unit responsible for the product or service. These units typically are subject based, providing a way to provide more detail on how federal funds will be used. • Routine Activities – A list of all typical activities performed in providing the product or service. • Website – The specific web site with more information about the product or service, if one exists. • Department Policies, Procedures and Manuals – Any documents that provide detailed requirements and processes related to the product or service. • Contact – The person to contact for more information about the product or service. <p>Table for each Major FDOT Product and Service – <i>specific to the subject fiscal year</i></p> <ul style="list-style-type: none"> • Product/Service – From the Narrative Page. • Key Activities – All major steps to be accomplished to provide the product or service. • Key Milestones – Specific dates to be met or accomplishments planned. • Status Report: 7/1-12/31 – Brief narrative submitted by January 31 each year of what was actually accomplished in the first half of the fiscal year with any needed explanatory narrative, especially if dates or planned accomplishments were not met. • Status Report: 1/1-6/30 – Brief narrative submitted by September 30 each year of what was actually accomplished in the second half of the fiscal year with any needed explanatory narrative, especially if dates or planned accomplishments were not met.
<p>Links to Detailed Financial Summary Spreadsheet – <i>specific to the subject fiscal year</i></p> <ul style="list-style-type: none"> • General Organizational Unit – same as on the General Organizational Unit Page. • Federal Participation – the amount of federal funds to be used by General Organizational Unit and General Work Type within each. • Responsible Organizational Unit – same as on the Product/Service Pages. • Planned Federal Expenditures – an estimate of the Federal Funds to be used for each Responsible Organizational Unit. • Federal Expenditures <ul style="list-style-type: none"> ○ Work Program – actual amounts as recorded in FDOT’s fiscal and work program systems. ○ Estimated % – The planned estimated percentage, modified as needed. ○ Calculated – The estimated amount of Federal Funds actually used.

1. Office of Policy and Planning

The Office of Policy Planning is responsible for the development of statewide policies and plans including the Florida Transportation Plan (FTP) and the Strategic Intermodal System Plan (SIS Policy Plan). The FTP establishes a policy framework to guide future project and resource allocation decisions. The SIS Policy Plan provides policy direction for implementing a transportation system that integrates statewide and regionally significant facilities and services, all forms of transportation for moving both people and goods, and transportation linkages into a single, integrated transportation network.

The functions of this office are to:

- Develop, document and monitor a statewide and metropolitan planning process;
- Develop, publish and distribute the Florida Transportation Plan, including necessary support documents;
- Develop transportation policy alternatives and recommendations;
- Provide necessary coordination on transportation policy issues with other agencies and the public;
- Identify, analyze and document long range trends and conditions;
- Perform various economic and demographic analyses; and
- Evaluate and report on transportation system performance.

Website(s): <http://www.dot.state.fl.us/planning/policy/>

Contact(s): Carmen Monroy 850.414.4800; Carmen.Monroy@dot.state.fl.us

1A. Product/Service: Florida's State Planning and Research (SPR) Program SubPart A

Responsible Organizational Unit: Transportation Policy and Planning office

Major Routine Activities:

- Compile and submit a draft Program Plan SubPart A by May 15.
- Address comments and publish by July 1.
- Compile and submit amendments as needed.
- Compile and submit the mid-year Progress Report by January 31.
- Compile and submit the annual Progress Report by September 30.
- Update fund allocations based on input from the Work Program Office and the 7 Districts.
- Provide information for the compilation of the annual SPR Program Plan (entire plan), mid-year and annual Progress Reports.

Contact(s): Diana Fields 850.414-4901, diana.fields@dot.state.fl.us

1B. Product/Service: Florida's Statewide Transportation Plan (FTP)

Responsible Organizational Unit: Office of Policy Planning

Routine Activities:

- Develop and publish an update of the Florida Transportation Plan at least each five years.
- Develop and publish the Annual Performance Report.
- Track, analyze and report key trends and conditions and policy issues to support the implementation of the FTP.
- Maintain a process for linking the FTP with the Department's programming, budgeting and performance monitoring process.
- Develop an integrated statewide vision to coordinate existing plans and provide a unified view of Florida's transportation future. This statewide vision, in conjunction with ongoing work on regional visions, will provide a context for planning the future of our major transportation corridors.
- Implement strategies contained in the Florida Transportation Plan that are not covered by other activities in this SPR
- Develop statewide policy guidance for the SIS, as well as guidance to assist regions and local governments in identifying policies for effective planning of regional and local corridors. Identify potential criteria that could be developed at the statewide level, and develop a process for coordinating with other statewide partners to reach consensus on these criteria.
- Develop, update and maintain a performance monitoring process, plan and implementation tools.
- Integrate multimodal, intermodal and corridor planning into the various Department and Partner processes.
- Coordinate the development of the Long Range Program Plan, the framework for the development of agency budget requests.
- Develop methods, tools and training to facilitate measure of return on investment for 5 Year Work Program and key SIS projects.
- Provide policy analysis of state and federal legislation.
- Identify potential projects for state and federal discretionary funding and provide information on these projects to the Florida Congressional delegation.
- Conduct the Customer Satisfaction Surveys biennially to support the customers focus identified in the Florida Transportation Plan.

Contact(s):

- Dana Reiding 850.414.4719; Dana.Reiding@dot.state.fl.us
David Lee 850.414.4802; david.lee@dot.state.fl.us

1C. Product/Service: Florida's Strategic Intermodal System

Responsible Organizational Unit: Transportation Policy and Planning office

Routine Activities:

- Maintain and revise as necessary the designation change process.
- Coordinate and document a systemwide data and designation review.
- Process requests for designation changes.
- Coordinate the SIS with Florida's military facilities.
- Coordinate the SIS with regional and local facilities.
- Coordinate the SIS with the Department's modal initiatives under the framework of the FTP.
- Manage policy level public and partner involvement efforts related to the SIS.
- Assist in technical level public and partner involvement efforts related to the SIS.
- Assist in modal planning public and partner involvement efforts related to the SIS.
- Assist in enhancing partners' plans to properly reflect the SIS, as well as provide input to the SIS planning process.
- Assist in enhancing Florida's economic development plans at the state, regional and local levels to properly reflect the SIS, as well as provide input to the SIS planning process.
- Assist in providing revenue forecasts for implementing the SIS and regionally significant facilities.
- Assist in integrating the SIS into Florida's economy, communities and environment.
- Coordinate development and implementation of a framework and plan for SIS performance monitoring, evaluation and reporting.
- Implement public involvement and outreach programs.

Contact(s): Brian Watts 850.414.4818; brian.watts@dot.state.fl.us

1D. Product/Service: Florida's State Transportation Improvement Plan (STIP)

Responsible Organizational Unit: Transportation Policy and Planning office

Routine Activities:

- Provide information to compile and update the State Transportation Improvement Plan.
- Coordinate with each district as needed.
- Coordinate with applicable Federal Aid, Work Program and other Department staff as needed.
- Update Chapter 5, Transportation Improvement Program of the MPO Administrative Handbook as needed.
- Provide STIP training to new and existing District Liaisons as requested.
- Schedule and stage the annual Statewide Assessment of FDOT Planning Processes meeting with FHWA and FTA.

Contact(s): Sean Santalla 850.414.4578; sean.santalla@dot.state.fl.us
Yvonne Arens 850.414.4816; yvonne.arens@dot.state.fl.us

1E. Product/Service: Florida Metropolitan Planning Organization (MPO) Support

Responsible Organizational Unit: Transportation Policy and Planning office

Routine Activities:

- Provide policy, training and technical assistance for the Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), MPO certification and formation.
- Support the MPO Advisory Council (MPOAC) by providing technical assistance in the development of its UPWP and participating on its technical advisory committee, and participating in quarterly meeting agendas.
- Provide revenue forecasts to the MPOs to develop LRTPs.
- Provide support (technical advice and assistance) to MPOs to assure Title VI compliance in the planning process (UPWP, TIP, model validation, etc.) and compliance with other certification requirements.
- Provide supporting information and documentation to support MPO planning.
- Review and take appropriate action on TIPs and TIP amendments.
- Conduct review of all 26 LRTPs and estimate the 20-year MPO financial shortfall.
- Provide administrative and technical liaison to metropolitan planning organizations, regional planning councils, cities, counties and other local agencies. For example, Trac & Rides is AASHTO's educational outreach program and is designed for use in Science, Technology, Engineering and Math (STEM) classes. The FDOT works with schools by providing the curricula and resources for the schools, including volunteer transportation professionals and engineers to work directly with the teachers and students in the classroom.
- Provide supporting information and documentation for long range planning and the Project Development and Environment process (PD&E), primarily through the ETDM process.

Contact(s): Sean Santalla 850.414.4578; sean.santalla@dot.state.fl.us

1F. Product/Service: Support for Growth Management in Florida

Support for Growth Management in Florida pertains to activities that ensure required coordination between cities, counties and local agencies as well as FDOT and other state and federal agencies in defining, prioritizing and integrating our transportation infrastructure related to growth management.

Responsible Organizational Unit: Transportation Policy and Planning office

Routine Activities:

- Review amendments for the Local Government Comprehensive Plans (LGCP) and Strategic Regional Policy Plans (SRPP).
- Provide supporting information and documentation for long range planning and the Project Development and Environment process (PD&E), primarily through the ETDM process.
- Begin implementation of the FTP, including developing a policy framework and methodology for the transportation element of regional visions/action plans consistent with FTP, including guidance for a prototype regional effort.
- Participate in regional development planning projects, and in the planning and programming of new regional transportation corridors.
- Providing administrative and technical liaison to metropolitan planning organizations, regional planning councils, cities, counties and other local agencies.
- Reviewing and commenting on numerous policies, plans and programs of local, metropolitan, regional, state and federal entities.
- Provide technical assistance to Districts and applicable local governments in growth management related issues.
- Review and provide technical assistance regarding potential growth management related legislation that is related to transportation.
- Initiate and support a regional planning emphasis in the development of local transportation programs and plans.

Contact(s): Dana Reiding; dana.reiding@dot.state.fl.us

1G. Product/Service: Florida Rural and Non-Metropolitan Planning Support

Florida Rural and Non-Metropolitan Planning Support pertains to activities ensuring required coordination between FDOT and cities, counties, and regional agencies as well as other state and federal agencies in defining, planning, prioritizing and integrating our transportation infrastructure related to rural and non-metropolitan planning.

Responsible Organizational Unit: Transportation Policy and Planning office

Routine Activities:

- Compile FDOT's Annual Rural Economic Development Initiative (REDI) Report.
- Support the various activities of REDI, including implementing a program to assist rural communities by waiving or reducing match requirements for projects within their communities.
- Review and solicit comments from non-metropolitan local officials and other interested parties at least once every five years regarding the effectiveness of the non-metropolitan consultation process and any proposed changes.

Contact(s): Melanie Weaver Carr 850.414.4817; melanie.carr@dot.state.fl.us

1H. Product/Service: Florida Demographic Data and Census Support

Responsible Organizational Unit: Transportation Policy and Planning office

Routine Activities:

- Serve as a Census Affiliate Data Center for statewide distribution of U.S. Census Bureau data.
- Produce annual estimates of Florida's current population at the FDOT district, county, Urbanized Area, and Urban cluster geographic summary levels.
- Provide training and assist state, county and local agencies in the use of Census Bureau Geographic Information Systems (GIS) products and Census Transportation Planning Products.
- Assist MPOs with boundary and membership issues for existing and new MPOs.
- Develop and coordinate statewide programs using socio-economic and land use data in multimodal transportation systems analysis.

Contact(s): Regina Colson 850.414.4807; regina.colson@dot.state.fl.us

1I. Product/Service: Florida Freight and Logistics Services General Consultant

Responsible Organizational Unit: Transportation Policy and Planning office

NOTE: This service is listed under the Transportation Policy and Planning office pending the organization of the Department's Rail and Motor Carrier Office under the State Freight, Logistics and Passenger Operations (FLP) Administrator.

Major Routine Activities:

- Provide technical services and project management support to the Administrator and constituent offices.
- Development and/or update of one or more freight and logistics related publications, including the Florida Freight and Logistics Plan, Florida Rail System Plan, Florida Motor Carrier System Plan and Seaport Capital Improvement.
- Organization of annual Florida Freight Summit.
- Technical assistance and coordination with other State of Florida offices, including the Department's Transportation Policy and Planning, Statistics, Design and Traffic Operations offices, and the Departments of Highway Safety and Motor Vehicles and Economic Opportunity.
- Outreach and coordination with Federal, local and private industry partners, including the U.S. Departments of Transportation and Defense, the National Aeronautics and Space Administration, the Florida Chamber of Commerce and other industry associations.
- Provision of education and information to the general public and appropriate professionals, including coordination with education and training institutions and provision of professional development and training to Metropolitan Planning Organization (MPO) and other regional planning staff.
- Technical assistance and special studies to improve intermodal connectivity, to maintain appropriate security, to facilitate environmental permitting, to coordinate port dredging and to collect, process, analyze, model and distribute freight data.
- To communicate and outreach with the general public and key target audiences to build support for and recognition of the role that freight plays in the Florida and U.S. economies, may include development of a comprehensive communications plan.
- To provide Geographic Information System (GIS) assistance as needed.

Contact(s): Ed Lee 850 414 4535; Robert.Lee@dot.state.fl.us

2. Transportation Statistics Office

The Transportation Statistics Office is the Florida Department of Transportation's central clearinghouse and principal source for highway and traffic data. Various offices gather data directly through automated means and by staff for Highway Infrastructure (descriptions and measurements of the State's public roads) and Highway Usage (traffic data, including trends and patterns of vehicle traffic characteristics).

The Transportation Statistics Office is continuing to transition from our historic highway-centric role, by expanding the clearinghouse to a wide range of modal and commodity data. This will be accompanied by identification and development of additional performance measures which will interrelate the people and goods movement among modes

Transportation Statistics currently includes:

- Compilation, analysis, quality control/assurance, evaluation and reporting of general interest roadway inventory data collected by the districts, including:
 - Highway Performance Monitoring System (HPMS) data, and traffic data collected at portable traffic monitoring sites;
 - Collection, quality control, editing, processing, analysis, evaluation and reporting of telemetered traffic monitoring of vehicle volumes, types, speeds and weights;
 - Development and maintenance of the traffic monitoring system/highways and public transportation; and
 - Coordination of data collection initiatives required to meet user needs (through the Transportation Data Steering Committee).
- Functional classification, system assignment and jurisdictional transfer of roads;
- Multimodal mobility performance measures analysis and reporting;
- Development of traffic projections;
- Development, analysis and production of data for annual reporting of department performance;
- Support of the Planning computer network;
- Geographic information system support;
 - Planning database administration and support; and
 - Planning for automated vehicles.

Expanded activities will include

- Acquisition of modal and commodity data,
 - Development of database and GIS systems to support added database components, and
 - The development of information portals for access to freight and modal data,
 - Analysis of modal and freight data to develop Department performance measures.
- Development of a Statewide bicycle and pedestrian monitoring plan, including processes, standards, and methodologies.
- Testing and analysis of existing and emerging-technology in traffic monitoring devices and systems.

Website(s): <http://www.dot.state.fl.us/planning/statistics/>

Contact(s): Ed Hutchinson 850.414.4910; Ed.Hutchinson@dot.state.fl.us

2A. Product/Service: Construct, operate and maintain Telemetered Traffic Monitoring Sites

Florida's traffic monitoring program consists of continuous count and seasonal count components. The continuous count program is operated by the Transportation Statistics Office, and is principally used to develop the seasonal factors used to transform the Districts' short-duration seasonal counts into Annual Average Daily Traffic count estimates.

Responsible Organizational Unit: Transportation Statistics Office, Transportation Data Collection/Acquisition

Routine Activities:

- Collect data from continuous traffic monitoring sites.
- Convert continuous traffic data into American Standard Code for Information Interchange (ASCII) files, summarize the data by direction and hour of day, and load it into the database tables.
- Submit continuous traffic data to FHWA; including volume, classification, and weigh-in-motion (WIM) on a monthly basis, in an FHWA-designated format.
- Perform quality edits on the hourly volumes to ensure the data is accurate, and research atypical results.
- Process communications and utility invoices for payment.
- Monitor the daily polling logs to ensure all operational continuous traffic monitoring sites are downloading data.
- Dispatch service technicians to continuous traffic monitoring sites that fail to download, or whose data does not meet quality standards.
- Schedule defective sensors for replacement.
- Monitor the Work Program to ensure any road construction project that will destroy a continuous traffic monitoring site will replace that site as part of the road work, and coordinate the site equipment surplussing as well as the replacement site rehabilitation process .
- Maintain the TTMS polling and processing software.
- Perform quality edits on daily vehicle classification data.
- Perform quality control on weigh-in-motion systems and data.
- Evaluate new traffic monitoring equipment and materials for inclusion in the approved products list.
- Evaluate the feasibility and effectiveness, and then coordinate the installation of new continuous count sites at proposed locations.
- Development of a Statewide bicycle and pedestrian monitoring plan, including processes, standards, and methodologies.
- Maintain the current and historical traffic information databases.

Contact(s): Steven Bentz 850.414.4738 steven.bentz@dot.state.fl.us

2B. Product/Service: Develop Annual Average Daily Traffic

One of the most important statistics used in highway planning is the Annual Average Daily Traffic (AADT). This statistics represents the number of vehicles that pass over a particular point in a road in an average day. An AADT can be calculated directly from a year's data collected at a continuous counter, or estimated from short-duration (seasonal) counts with the use of seasonal adjustment factors developed from continuous count data.

Responsible Organizational Unit: Transportation Statistics Office, Transportation Data Collection/Acquisition

Routine Activities:

- Collect short-duration counts on state-owned and non-state-owned highways.
- Calculate monthly and annual average daily traffic for continuous counters.
- Estimate monthly ADT for missing data at continuous counters.
- Develop seasonal adjustment factors.
- Process vehicle classification data to develop axle adjustment factors.
- Develop AADT estimates for seasonal counts by applying seasonal and axle adjustment factors.
- Review AADT estimates for accuracy.
- Estimate AADT for those stations not counted.
- Develop K, D, and T factors from available data.
- Estimate K, D, and T factors for all traffic count stations.
- Develop section break traffic statistics.
- Update databases with new traffic data.
- Close out count year and open new count year in TCI database.
- Develop Central Data Warehouse (CDW) to archive Intelligent Transportation Systems (ITS) detector data for use as traffic count substitutes.

Contact(s): Steven Bentz 850.414.4738 steven.bentz@dot.state.fl.us

2C. Product/Service: Geographic Information Systems (GIS)

The Section is responsible for maintenance of the Department's official GIS basemap, in addition to many other GIS data layers. Other products and services include map production, data analysis, and application development. GIS support is provided to Central Office and District staff in support of Transportation Statistics functions, and technical support is provided in support of efforts related to the Strategic Intermodal System (SIS).

Responsible Organizational Unit: Transportation Statistics Office, System Support

Routine Activities:

- Maintenance of the Department's official highway basemap, a digital route system used primarily for map production, dynamic segmentation, city-to-city mileage generation, and modeling. The basemap is a geographic representation of the Roadway Characteristics Inventory (RCI). The GIS staff works with the Districts to maintain basemap/RCI compatibility on an ongoing basis.
- Development and maintenance of web-based mapping applications, including IView (Intranet); [Florida Traffic Online](#) (Internet); and [City-to-City Mileage](#) (Internet).
- Acquisition and utilization of digital aerial photography for use with basemap maintenance and other tasks.
- Development and support of GIS applications, including mapping applications and custom tools for Office and District use.
- Provision of GIS traffic data for the annual Florida Traffic Information Digital Versatile Disk (DVD) and for Florida Traffic Online.
- Production of high quality maps as required, including: federal aid maps; National Highway System (NHS) map; State Highway System (SHS) map; FDOT fuel site location map; TTMS for Emergency Operations Center (EOC map); maps related to the Strategic Intermodal System (SIS), as needed; and other maps as requested.
- Generation of the official city-to-city mileage information, included on the Florida Transportation Map and used for travel reimbursement. (Data available through the [City-to-City Mileage application](#).)
- GIS technical assistance for Central Office and District staff.
- GIS data distribution via the Internet (<http://www.dot.state.fl.us/planning/statistics/gis/>), including the basemap; shapefiles derived from the basemap; geodatabases; metadata; extensions; and executables.
- Maintain and provide mapping information related to the SIS.
- Assist in developing SIS mapping roles and responsibilities and support mapping needs for the SIS.
- Develop and support information portals providing access to freight and modal data.

Contact(s): Paul O'Rourke 850.414.4732; paul.orourke@dot.state.fl.us

2D. Product/Service: Computer and Local Area Network (LAN) Support

The Section is responsible for ensuring that the Transportation Statistics Office and other Planning offices are provided with computer and LAN support through coordination with the Office of Information Technology (OIT). In addition, the Section is currently responsible for coordinating with OIT to ensure appropriate and timely maintenance of servers residing at the Agency for State Technology. In addition, the Section is currently responsible for managing additional computer and LAN support for the Transportation Statistics Office and other Planning offices through a consultant contract. Consultant staff coordinates with OIT staff to ensure the necessary technical support in order for our office to run smoothly.

Responsible Organizational Unit: Transportation Statistics Office, **System Support**

Routine Activities:

- PC support (coordinated with OIT)
- Printer support (coordinated with OIT)
- Network maintenance (coordinated with OIT)
- Server maintenance (coordinated with OIT)
- Software acquisition and installation. (coordinated with OIT)

Contact(s): Paul O'Rourke 850.414.4732; paul.orourke@dot.state.fl.us

2E. Product/Service: Urban Boundary, Road Classification, Numbering, and Jurisdiction

Responsible Organizational Unit: Transportation Statistics Office, Transportation Data Analysis and Performance Reporting

Routine Activities:

- Coordinate urban boundary, functional classification of Florida's public roads, in accordance with FHWA requirements, including the designation of federal aid eligibility.
 - 1) Maintain functional classification handbook and procedure, and monitor database changes
 - 2) Coordinate functional classification change requests with Districts and FHWA
 - 3) Create report of federal aid eligible roads, and support creation of corresponding map
 - 4) Based on decennial census, review urban boundary and functional classification on existing system.
- Coordinate designation of facilities on the National and State Highway Systems, and National and State Freight Networks and National and State Bicycle Networks.
- Coordinate transfer of road jurisdiction to and from the State Highway System, and coordinate changes to numbering of State, US, and Interstate Routes with the American Association of State Highway and Transportation Officials.
 - 1) Respond to requests for jurisdiction transfer coordination and to requests for changes to State, US, and Interstate Routes numbering
 - 2) Maintain Jurisdiction and Road Numbering handbook and procedure

Contact(s): Doug McLeod 850.414.4932 douglas.mcleod@dot.state.fl.us

2F. Product/Service: Analysis and Production of Data

Responsible Organizational Unit: Transportation Statistics Office, Transportation Data Analysis and Performance Reporting

Routine Activities:

- Analyze and report data on highway extent and performance as needed for the Office of Policy and Planning and Florida Transportation Plan to support the Strategic Intermodal System.
- Support Department performance measure reporting.
 - 1) Coordinate statewide efforts to develop and implement internal and MAP 21 mobility performance measures for all transportation modes and freight movement.
 - 2) Produce annual Source Book on Mobility Performance Measures
 - 3) Produce annual Source Book on General Interest Mileage and Roadway Data
- Analyze and routinely report data on the State Highway System and public road mileage and travel for FHWA, other Department offices, and the public.
- Compile and report data on paved and unpaved public road mileage.
- Extract, analyze, and provide road data to FHWA, the Department, other agencies, and the public.
 - 1) Respond to formal and informal information requests
 - 2) Maintain and use the Transportation Statistics Electronic Document Management System (EDMS)
 - 3) Analysis of modal and freight data to develop Department performance measures.

Contact(s): Doug McLeod 850.414.4932 douglas.mcleod@dot.state.fl.us

2G. Product/Service: Support for RCI Data Users

Responsible Organizational Unit: Transportation Statistics Office, Transportation Data Collection/Acquisition

Routine Activities:

- Provide edit routines to highlight problems with RCI data quality.
- Create RCI data extracts and reporting tools to facilitate access to RCI data.
 - 1) Support RCI direct data extraction tools, and use them as requested.
 - 2) Develop and produce annual compilation of RCI data with a map interface for distribution in a Compact Disk (CD) or DVD
- Determine data needs and coordinate RCI data organization (through the Department's Transportation Data Steering Committee).
- Coordinate with Office of Information Technology (OIT) to make needed updates and fixes to RCI.

Contact(s): Steven Bentz 850.414.4738 steven.bentz@dot.state.fl.us

2H. Product/Service: Highway Performance Monitoring System (HPMS)

Responsible Organizational Unit: Transportation Statistics Office, Transportation Data Analysis and Performance Reporting

Routine Activities:

- Compile data required by the Federal Highway Administration (FHWA) for national summaries of highway mileage, traffic, pavement condition, and other data.
 - 1) Work with Districts to get relevant data inventoried and entered correctly into the Roadway Characteristics Inventory (RCI)
 - 2) Extract relevant data from RCI into HPMS data file
 - 3) Add updated traffic data from on and off the State Highway System
 - 4) Add pavement condition data from the State Materials Office
 - 5) Add future VMT data from MPOs
 - 6) Obtain mileage data from cities and counties
 - 7) Review HPMS file for errors and inconsistencies, and work with the data providers, specifically the State Materials Office, the Central Office Traffic Data Section and 26 MPOs, to correct the data
 - 8) Provide report to FHWA certifying the public road mileage in Florida
 - 9) Submit the HPMS data file to FHWA by June 15 annually

NOTES: The following considerations are not reflected in the following Progress Table

- a. In FHWA's proposed MAP-21 Rulemaking for pavement, pavement data for the Interstate System is proposed to be submitted by April 15; the American Association of State Highway and Transportation Officials (AASHTO) has strongly suggested to keep the June 15 date.
- b. In FHWA's proposed MAP-21 Rulemaking for system performance, freight and congestion mitigation significant increased requirements are being placed on the HPMS; work efforts for 2016/17 may change appreciably

Contact(s): Doug McLeod 850.414.4932 douglas.mcleod@dot.state.fl.us

2I. Product/Service: Florida's Roadway Characteristics Inventory (RCI)

Responsible Organizational Unit: Transportation Statistics Office, Transportation Data Collection/Acquisition

Routine Activities:

- Provide Statewide oversight for the Department's roadway data collection program.
- Provide technical support and facilitate District collection and input of descriptive roadway data for maintaining the Department's computer-based RCI.
- Provide roadway identification (ID) assignments for all public roads. Provide the RCI data collection training.
- Maintain the RCI Inventory Tracking Application (RITA) to facilitate District inventory management for public roads and ramps.
- Maintain the Transportation Statistics RCI Handbooks to support the General Interest Roadway Data Collection Program.
- Maintain the Transportation Statistics RCI Inventory Tracking Application (RITA) Handbook to support the General Interest Roadway Data Collection Program.
- Promote and maintain the Roadway Characteristics Inventory online Computer-Based training.
- Provide technical support transaction processing and some QC for the RCI/GIS Basemap Package Rectification process.
- Facilitate District RCI changes, corrections and additions to rectify roadway alignment or related discrepancies identified between the RCI data and the Planning GIS Basemap.

Contact(s): Steven Bentz 850.414.4738; steven.bentz@dot.state.fl.us

2J. Product/Service: Straight-line Diagrams (SLDs)/County Section Number Key Sheets

Responsible Organizational Unit: Transportation Statistics Office, Transportation Data Collection/Acquisition

Routine Activities:

- Provide technical support to facilitate Straight Line Diagram (SLD) production by the Districts from General Interest Roadway Data.
- Maintain the automated SLD browser-based computer application and upgrade as necessary
- Support District production of accurate and current SLDs for all roads on the State Highway System
- Maintain access to all SLDs of the State Highway System on FDOT's Infonet and on the Internet.
- Provide technical support for the production of current County Section Number Key Sheets.

Contact(s): Steven Bentz 850.414.4738; steven.bentz@dot.state.fl.us

2K. Product/Service: Strategic Intermodal System (SIS) Support

Responsible Organizational Unit: Transportation Statistics Office, System Support

Routine Activities:

- Provide technical assistance for roadway data collection requirements for the Strategic Intermodal System (SIS) Connectors.
- Provide supplemental data collection as requested.
- Provide technical support to the Transportation Policy and Planning office to facilitate SIS facility designation changes.
- Serve on the SIS Functional Steering and the SIS Functional Expert Committees.

Contact(s): Paul O'Rourke 850.414.4732; paul.orourke@dot.state.fl.us

2L. Product/Service: Quality Assurance Monitoring Program

Responsible Organizational Unit: Transportation Statistics - Transportation Data System Quality Control

Routine Activities:

- Conduct bi-annual District Quality Evaluation (DQE) assessments to help identify trends in District data quality & quality control processes.
- Conduct Quality Assurance Field Reviews each year for 4 (four) of our 8 (eight) Districts.
- Conduct a comprehensive review and update of TranStat's Quality Assurance (QA) Monitoring Plan.
- Periodic follow-up of recommended corrective actions (if needed) for the RCI, HPMS, SLDs, County Section Number Key Sheets.
- Follow-up of recommended corrective actions for discrepancies identified between the RCI roadway alignments and the Planning GIS Basemap.

Contact(s): Andrea Hodge 850.414.4775; andrea.hodge@dot.state.fl.us

2M. Product/Service: Maintain a Digital Video Log of the State Highway System

Responsible Organizational Unit: Transportation Statistics Office, Transportation Data System Quality Control

Routine Activities:

- Initiate a new Video Log data collection cycle for the State Highway System.
 - Ensure all SIS Connectors, MAP-21, and Managed Lanes are included in the Video Log.
 - Conduct quality control for the Video Log imagery.
 - Maintain the most current version of the Video Log on FDOT servers.
 - Maintain Global Positioning System (GPS) synchronization between the Video Log and the Planning GIS Basemap.
 - Maintain a public internet Video Log access site.
 - Maintain an internal FDOT Video Log site.
- Respond to ad hoc requests from the public and other FDOT offices.

Contact(s): Andrea Hodge 850.414.4775; andrea.hodge@dot.state.fl.us

2N. Product/Service: Planning for Automated Vehicles

Florida DOT is a national leader in the integration of automated vehicles (AV) into existing and future transportation planning's activities. Leading by example with pilot projects, research projects, and open dialogue to ensure that Florida serves as a leader for these exciting new technologies. Congestion costs American drivers billions of dollars and millions of hours each year. Autonomous and connected vehicle technologies have vast potential to alleviate traffic crashes and congestion. Many facets of society can positively gain from the careful integration of these emerging and revolutionary technologies. Florida DOT is exploring the possible impacts of automated vehicles on our planning process and creating a real-world framework for implementation.

Responsible Organizational Unit: Transportation Statistics Office (TSO)

Routine Activities:

- **Planning for Infrastructure Needs of Connected-Automated Vehicles**
 - Defining and identifying the infrastructure requirements that will be necessary and developing appropriate strategies to implement them into our long-range planning process will be required.
 - Provide support for the Road Infrastructure Statewide Working Group.
- **Planning for Automated Transit and Shared Mobility Usage**
 - AV has long been used in the transit industry and offers a tremendous potential to the elderly and transit dependent populations. As Florida's population continues to increase and the number of elderly increases, this technology related to serving this sector will merit further study.
 - Provide staffing the Statewide Working Group will be required.
- **Truck and Freight Automation Opportunities Planning**
 - As motor carriers face continued pressures to fill vacant positions and increased demand for their services AV provide an opportunity to possibly fill critical needs. Working with our partners in the private sector, FHWA and in the trucking industry to analyze the possible role of AV in the movement of freight.
 - Activities may include research, written reports, surveys, literature reviews, pilot projects, and formulating recommendations.
- **Transportation Planning and Modeling Implications of Driverless Vehicles**
 - Current trends in driving are changing and this will affect how planners develop their scenarios for future growth, models, vehicle usage characteristics, land use patterns, and societal costs.
 - As MPOs and FDOT update their long-range transportation plans, consideration for this new technology should include.
 - Coordination with the Systems and Policy Planning Offices in the Central Office as needed in relation to incorporating automated vehicle technology in statewide transportation plans, the Strategic Intermodal System (SIS) and corridor planning.
 - Activities could possibly include research into planning implications, guidance reports, and surveys of planning agencies, literature reviews, and formulating handbooks.
- **Policy perspective and analyses of automated vehicles in Florida**
 - Issues related to testing, licensing, privacy, and regulation of "autonomous" or "self-driving" vehicles need to be explored.
 - Activities will be focused on working with the FDOT's Transportation Policy and Planning office, Traffic Operations, Safety Office, Working Group, Federal DOT, FTA and Department of Motor Vehicles to begin developing answers to these questions.

- Products developed from this activity could take many forms including written reports, policy recommendations, and/or other forms of communication.
- **Education and Outreach Coordination**
 - Developing and implementing a comprehensive communication to build support for and recognition of the role that automated vehicles plays in the efficient movement of people and goods is critical. The wide ranging audience interested in learning about automated vehicles and what Florida DOT is doing to promote the incorporation of automated vehicle technologies into our plans and projects includes: Transportation professionals — planners and engineers in the public and private sectors; freight operators; transit operators; automobile manufacturers; OEM suppliers; aftermarket equipment manufacturers; academic professionals and students; and elected officials. These activities may include but are not limited to:
 - Outreach and marketing to the general public on Florida DOT’s automated vehicle initiative.
 - Providing professional development and training to department, MPO’s and partners.
 - Identifying operational best practices used by industry partners and promoting them during educational and training efforts.
 - Conduct outreach to industry leaders and develop opportunities/forums for public involvement.
 - Developing a comprehensive communications plan that contains a consistent message, an “overall” brand or tag line, social media, identified budgetary and resource needs, and identified target audiences.
 - Provide support for the annual summit on automated vehicles.
 - The implementation of the various components of the communications plan. These efforts may include the creation of websites, advertising, the use of blogs and other social media, and presentation aides such as talking, exhibits and power point materials. Implementation will also include efforts at direct advocacy to local state and federal officials and ultimately develop a coalition of like-minded stakeholders.
 - Creation of graphic and video materials used in the education and outreach efforts

Contact(s): Edward R. Hutchinson 850.414.4900; ed.hutchinson@dot.state.fl.us

2O. Product/Service: Florida Transportation Modeling

The Systems Traffic Modeling Section develops and maintains transportation computer models to provide state of the practice traffic modeling and forecast support to the state of Florida. The central office modeling section works with the districts, MPOs, cities, counties, and other government agencies in the use of these models and provides technical guidance, training, and assistance.

Responsible Organizational Unit: Transportation Statistics Office

Routine Activities:

- Continue enhancements to the statewide passenger and freight travel forecasting model to assist in the implementation and evaluation of the SIS, freight movements, and hurricane evacuation planning. Provide modeling analysis for SIS and corridor planning studies as well as forecast future year levels of service (LOS).

- Support regional transportation modeling activities and gather information on how to make improvements through improved policies, procedures and guidelines for transportation demand forecasting for the Florida Standard Model.
- Incorporate modeling methodologies from the Federal Travel Model Improvement Program into the Florida Standard Model.
- Work with the Florida Model Task Force to design the new Florida Standard Model framework. Maintain, update and provide support for the model. .
- Provide Florida Standard Model training to transportation professionals in Florida.
- Provide technical analysis for SIS prioritization and project ranking.
- Assist in validation of models and conduct planning studies requested by local governments and Metropolitan Planning Organizations.
- Obtain or purchase passenger and freight travel data from public and private providers and make them available to MPOs and Districts for Florida Standard Urban Transportation Model Structure (FSUTMS) models development.
- Incorporate and update existing Florida Standard Demand Model to support MPOs to provide advanced modeling techniques for multi-modal travel demand forecasts that are defensible and ultimately acceptable to FTA as part of the New Starts process.
- Integrate Transportation demand and Land Use Models for decision-making to foster Economic Development.
- Develop the subarea corridor level, a post-processing application procedure within FSUTMS statewide model to address future corridor demand.
- Evaluate advanced traffic assignment procedures to address FDOT vision for managed lanes, variable pricing, Express lanes and congestion pricing traffic demand forecasting.

Contact(s): Thomas Hill 850.414.4924; Thomas.hill@dot.state.fl.us

2P. Product/Service: Florida Transportation Data Support

The Transportation Statistics Office develops and maintains transportation data to support programs and offices in the Department and also supports modal offices to identify new data sources to support plans, reports, studies, statistics, analyses, models, handbooks, procedures and training. These new sources of data allows for identification of new data collection routines the Department may have to invest in for state and federal reporting requirements of freight and passenger movements. The Office provides data management solutions for traffic data, multimodal data, freight and passenger data, and roadway characteristics data to service data users internal/external to the agency. The Office continually develops solutions to provide data and resources to create efficiencies to make more open and transparent data. The Transportation Statistics Office works with districts, MPOs, cities, counties, and other government agencies requesting data and provides technical guidance, training, and assistance.

Responsible Organizational Unit: Transportation Statistics Office

Routine Activities:

- Identify new data multimodal data resources required for reporting of the state and federal reporting requirements.
- Coordinates freight and modal data needs with the Transportation Statistics Office, State Freight, Passenger and Logistics Offices, other State Transportation Development Offices, the Transportation Systems Management and Operations Offices and FDOT District Offices.
- Identifies data efficiencies to provide data servicing, reporting, sharing, requests, and analytics for the state and federal reporting needs.
- Coordination of data investments and solutions for Department Initiatives.
- Provide quality control and quality assurance of freight and modal data used for Agency programs, systems, and developments.
- Provide geospatial solutions and analytics for Department Initiatives.
- Provide training and information on data sources.

Contact(s): Joel Worrell 850.414.4715; Joel.Worrell@dot.state.fl.us

3. Systems Planning Office

Systems Planning activities include development and implementation of policies, procedures, training, and technical assistance for statewide programs in Systems Traffic Analysis, Growth Management, Access Management, Site Impact Analysis, Congestion Management, Managed Lanes, Interchange Access Requests, Level of Service, and Strategic Intermodal Systems (SIS) corridor planning. The systems planning office is responsible for coordinating with all Districts and modal offices the implementation of the SIS Policy Plan through the development of SIS Needs, SIS Cost Feasible, and SIS Ten Year project plans and the Work Program. This includes long-range planning on the SIS. In addition, the Systems Planning office manages a Shared Used Nonmotorized (SUN) Trail Network. SUN Trail Network support pertains to activities ensuring required coordination between FDOT and cities, counties, and regional agencies as well as other state and federal agencies in defining, planning, prioritizing and integrating SUN Trail infrastructure.

Systems planning includes:

- Coordinating the designation of and plan development for the Florida Strategic Intermodal System (SIS);
- Shared Use Nonmotorized (SUN) Trail Network
- Implementation of adopted policies contained in the SIS Policy Plan
- Performing project identification analyses and review in the programming of SIS projects;
- Developing guidelines and procedures for the highway component of the SIS; and
- Providing technical assistance and training for statewide programs in:
 - Traffic systems analysis and corridor modeling;
 - Access management;
 - Congestion management;
 - Multimodal Mobility Review;
 - Interchange access requests;
 - Managed Lanes Planning
 - Corridor Planning
 - Planning for Transportation Systems Management and Operations and
 - Highway/bicycle/pedestrian level of service.

Website(s): <http://www.dot.state.fl.us/planning/systems>

Contact(s): Huiwei Shen 850.414.4911; Huiwei.shen@dot.state.fl.us

3A. Product/Service: Florida Systems Management

Systems Management provides policy advice, procedures, training, review and technical assistance for these statewide programs: Access Management, Corridor Conceptual Planning, Corridor Management, Growth Management tools and techniques, Development Multimodal Mobility Reviews, Congestion Management, Highway Capacity and Level of Service, and Interchange Analyses.

Responsible Organizational Unit: Systems Planning

Routine Activities:

- Continue the development of Access Management tools (handbooks, procedures, and training) to continue providing guidance for the FDOT.
- Create and maintain Internet based libraries to assist in Access Management, Growth Management, Development Transportation/Site Impact, Interchange Access Review and LOS (Level of Service).
- Help determine the need for the operational and economic feasibility of special use lanes or managed lanes.
- Develop rules, policies, procedures, technical manuals and guidelines for analysis of managed lanes on Florida roadways.
- Develop policy guidance and Regional Concept of Operations for the Statewide Managed Lanes Network.
- Plan for a future statewide transportation system through development and execution of feasibility studies, corridor studies, corridor planning and design reports, corridor management reports, travel forecasting and analysis.
- Develop rules, policies, procedures, technical manuals, and guidelines for analysis of operational acceptability of new or modified interchanges to limited access facilities on the SIS.
- Support the Strategic Intermodal System planning with analysis of variations requested to the access management and design speed requirements.
- Develop and disseminate original research in the field of Development Transportation Impacts Multimodal Review (such as trip generation, trip internalization, and impacts of major transportation improvements)

Contact(s): Jennifer Fortunas 850 414-4909 jennifer.fortunas@dot.state.fl.us

3B. Product/Service: Florida Access Management

Access management is a practice of improving the design and placement of driveways and medians. The goal of access management is to limit traffic conflicts. By reducing conflict, we increase safety. We also improve traffic flow by reducing conflicts. We developed our access management standards using national standards and research. These standards help provide Florida travelers with safer travel.

Responsible Organizational Unit: Systems Planning

Routine Activities:

- Monitor and coordinate access management activities on State roadways.
- Assist other departments and local governments in the access management program.
- Assist in corridor access management studies for selected controlled access facilities on the Florida Transportation System and other Strategic Intermodal System facilities.
- Develop tools and training to advance the practice of access management.
- Develop and disseminate the practical information for all applicable research on access management.

Contact(s): Gary Sokolow 850.414.4912; gary.sokolow@dot.state.fl.us

3C. Product/Service: Congestion Management, Highway Capacity and Level of Service, Support for Growth Management Activities

[Chapter 339.177](#), Florida Statutes requires the Department, in cooperation with the twenty-six metropolitan planning organizations (MPOs) in the state of Florida, to develop and implement a traffic congestion management process for managing programs and systems. The Systems Planning Office can provide technical assistance on the Congestion Management Process efforts of the twenty-seven MPOs.

The Systems Planning Office also coordinates statewide Level of Service standards. These standards are used as 1) prioritization tools for the FDOT and 2) a reasonable set of criteria for use by local governments to assist them in their land-use and Growth Management efforts.

Responsible Organizational Unit: Systems Planning

Routine Activities:

- Coordinate the Highway Capacity and Level of Service Programs with public and private partners throughout the state.
- Conduct Level of Service (LOS) analyses that will determine current and future conditions of the State Highway System throughout the state.
- Produce tools and guidance for Planning and Preliminary Engineering Highway Capacity and Level of Service analysis.

Contact(s): Andrew Young 850.414.4582; andrew.young@dot.state.fl.us

3D. Product/Service: Interchange Access Request

FDOT and FHWA have an investment in the Strategic Intermodal System (SIS) limited-access facilities, particularly the interstate. Any request to change the access to these facilities can potentially have an adverse impact on their ability to effectively and safely accommodate the travel demand in a corridor. The Florida Department of Transportation's Policy No. 000-525-015 requires that new interchanges or modifications to existing interchanges SIS limited-access facilities be minimized.

Responsible Organizational Unit: Systems Planning

Routine Activities:

- Provide technical assistance by providing tools, training and guidance to assist in making the best decisions for new or modified interchange improvements statewide.
- Participate in the development, review and/or approval of interchange access review documents leading to interchange improvements and capacity studies; guidance for testing the operational acceptability of the proposed interchange with the forecasted traffic demand.
- Serve as an advisor to the District Interchange Review Coordinator (DIRC)
- Develop and update policies, procedures and guidance for reviewing and approving requests for new or modified access to the Florida Interstate system.
- Act as the state interchange review coordinator serving as a liaison between each of the interchange review coordinators (IRCs), Central Office, and FHWA as well as formulating guidelines for statewide practice.

Contact(s): Martha Hodgson 850-414-4804; Martha.Hodgson@dot.state.fl.us

3E. Product/Service: Strategic Intermodal System (SIS) Planning, and Multimodal Systems Planning

The Strategic Intermodal System Section develops and maintains the network of highways that combined make up the SIS Highway component which consists of highway corridors and highway connectors. In addition, the SIS Section conducts planning for SIS airports, seaports, rail lines, passenger terminals, freight terminals, waterways, fixed-route transit, and spaceports. The Systems Planning Office, along with other FDOT offices, is responsible for implementing the Strategic Intermodal System.

Responsible Organizational Unit: Systems Planning

Routine Activities:

- Review and develop SIS highway component standards, SIS highway component procedures and methodologies, associated mapping, reports, documentation, and the Strategic Intermodal System Invest Tool (SIT) to assist in determining the relative priority of SIS highway segments.
- Provide oversight to the development of SIS corridor planning studies including future corridors.
- Develop and implement SIS performance measures.
- Conduct Traffic/Travel Demand Assignment Studies to determine if schematic design or alternatives satisfy future travel demand.
- Develop traffic projections updates for state highway corridors and supporting regional roadways.
- Develop and maintain a SIS Multi Modal Needs Plan and planning process.
- Develop and maintain a SIS Multi Modal Cost Feasible Plan and planning process.
- Develop and report the SIS Adopted Five Year Work Program and coordinating and identifying SIS Priority capacity projects to be funded with statewide managed funds.

- Develop and report the SIS Ten Year Plan and coordinating and identifying SIS Priority capacity projects to be funded with statewide managed funds.
- Develop and maintain a SIS multimodal project prioritization process.
- Develop and maintain a SIS multimodal corridor planning process.
- Assist in all the modal plan development and planning processes related to SIS facilities.
- Provide input into the policy level public and partner involvement efforts related to the SIS.
- Manage the modal planning public and partner involvement efforts related to the SIS.
- Identify highway needs through DOT program plans, MPOs, local government priorities and policies for the FTP.
- Provide input for SIS modifications and refinements.
- Assist in implementing the ETDM Environmental and Programming Screening Tools in developing and reviewing projects at the Planning Screen Phase (MPO long range plans and SIS multimodal cost-feasible plan).
- Document and analyze transportation impacts on the environment.
- Link planning studies, to the NEPA process so the planning studies, support the PD&E and ETDM processes, leading to location design concept acceptance or State Environmental Impact Report (SEIR) approval.
- Develop forecasts of traffic volumes in the course of developing agency projects.
- Determine and prioritize transportation needs.
- Perform and/or provide support for Environmental Management and Efficient Transportation Decision Making activities as Planning projects.
- Participate in the detailed planning of projects.
- Creation and periodic update of Detailed SIS facility mapset – SIS Atlas
- Corridor Study/Economic Impact Study to identify projects for the Multimodal Needs Plan and SIS Freight Connector Operational Quick Fix Program

Website(s): Strategic Intermodal System - <http://www.dot.state.fl.us/planning/systems/mspi>

Department Policies, Procedures and Manuals: Development of the Strategic Intermodal System (SIS) Highway Component 525-030-251a

Contact(s): Chris Edmonston 850.414.4813; chris.edmonston@dot.state.fl.us

3F. Product/Service: Florida's Shared Use Nonmotorized (SUN) Trail Network

SUN Trail Network support pertains to activities ensuring required coordination between FDOT and cities, counties, and regional agencies as well as other state and federal agencies in defining, planning, prioritizing and integrating SUN Trail infrastructure.

Responsible Organizational Unit: Systems Planning

Routine Activities:

- Coordinate and support development and implementation of program framework and guidance plan for SUN Trail consistent with legislation and department policies and procedures.
- Coordinate SUN Trail with metropolitan planning organizations, regional planning councils, cities, counties, private/non-profit partners, and other federal, state or local agencies.
- Coordinate with Work Program staff, District liaisons, and other department staff as needed on the SUN Trail Network development and implementation.
- Develop and maintain a SUN Trail individual project prioritization process.
- Work with stakeholders to develop and maintain a SUN Trail regional corridor prioritization process.
- Identify and prioritize SUN Trail needs and develop a planning process.
- Develop and report the SUN Trail Adopted Five Year Work Program.
- Develop SUN Trail forms, as needed.
- Provide technical assistance and support to Districts, applicable government entities and partners of the SUN Trail Network.
- Provide supporting information to document and update the SUN Trail Network.
- Perform public and private outreach for SUN Trail.
- Develop a Geographic Information System (GIS) for SUN Trail.
- Work with Department staff to develop and provide a best practices report, including unified criterion, for multiuse trails developed by the Department.

Contact(s): Robin Birdsong 850.414.4922; robin.birdsong@dot.state.fl.us

4. State Environmental Management Office

The focus of the State Environmental Management Office (SEMO) is to establish consistent, predictable and repeatable environmental policies, procedures and programs that promote and preserve Florida's environmental quality, community values and economic prosperity in support of the implementation of the Department's programs and projects.

Environmental management activities include:

- Developing environmental policies, procedures and practices to ensure that transportation programs, facilities and services are planned, produced, implemented and maintained in accordance with all applicable federal laws, including the National Environmental Policy Act (NEPA), and state laws and regulations.
- Obtaining and implementing NEPA Assignment
- Developing and implementing applicable technical guidance and training throughout the Department and its consultant community.
- Supporting initiatives expediting project delivery
- Coordinate with federal, state and regional agency counterparts to support environmental goals and policies and project delivery.
- Provide technical expertise and assistance to District staff and others as needed in support of analysis, documentation, permitting and mitigation of environmental impacts of transportation projects to advance project production, planning through construction.
- Develop and implement Quality Assurance and Quality Control plans, monitoring and reporting systems.
- Develop programmatic agreements and approaches to advance project production
- Provide support and expertise in review of legislative and intergovernmental activities to address environmental issues related to transportation.
- Reviewing and commenting on Environmental Impact Statements (EISs), Environmental Assessments (EAs) and Findings of No Significant Impact (FONSI), Type 2 Categorical Exclusions, as well as other transportation project environmental documents as needed.
- Manage and support FDOT environmental programs.
- Establish planning and environmental linkages through implementation of the Efficient Transportation Decision Making (ETDM) process, the Project Development and Environment (PD&E) process and other approaches in support of environmental review to expedite project delivery.

Website(s): <http://www.dot.state.fl.us/emo/>

Contact(s): Ken Morefield 850.414.4316; ken.morefield@dot.state.fl.us

4A. Product/Service: Environmental Programs and Engineering Support

Responsible Organizational Unit: State Environmental Management Office

Routine Activities:

- Develop and update policies, procedures and guidance for and manage environmental programs including transportation alternatives; air quality noise and vibration;; water quality; and engineering planning and analysis associated with the ETDM PD&E and project delivery processes.
- Develop programmatic agreements and approaches to advance project production
- Implement NEPA Assignment
- Supporting initiatives expediting project delivery
- Develop and update policies, procedures and guidance for PD&E areas including the following program areas: Noise, Air Quality, Water Quality and Contamination.
- Support coordination of FDOT water quality and storm water related issues.
- Provide and coordinate training on all environmental programs and issues.
- Review and comment on proposed legislation and policies, plans, programs, rules and regulations of state and federal agencies that impact FDOT environmental programs.
- Provide technical assistance and support to District staff on specific environmental programs and project issues or concerns related to physical environmental impacts.
- Coordinate with and support district Project Development Engineers, Contamination Impact Coordinators, Noise Specialists, Transportation Alternatives Coordinators and National Pollutant Discharge Elimination System (NPDES) Coordinators, including leading the Noise Task Team.
- Manage office-wide and project specific environmental programs consultant support contracts.

Contact(s): Victor Muchuruza 850.414.5269; _victor.muchuruza@dot.state.fl.us

4B. Product/Service: Natural and Community Resources Support

Responsible Organizational Unit: State Environmental Management Office

Routine Activities:

- Develop and update policies and procedures including the FDOT PD&E Manual and associated handbooks in coordination with the Districts and other SEMO sections.
- Develop programmatic agreements and approaches to advance project production
- Supporting initiatives expediting project delivery
- Implement NEPA Assignment
- Provide training in the PD&E process and natural and community resources.
- Review and comment on policies, plans, programs and proposed legislation of state and federal agencies which could impact FDOT.
- Provide technical assistance and support to District staff on environmental project issues in the PD&E process and including natural and community resources in support of project delivery
- Develop and implement the Quality Assurance program for the PD&E process (including NEPA) and natural and community resource related activities.
- Coordinate and conduct SEMO review and approval of EISs, EAs and Type 2 Categorical Exclusions prior to submittal to FHWA by FDOT Districts.
- Coordinate, provide support and track the implementation of environmental permitting and FDOT's environmental mitigation program.
- Coordinate FDOT environmental research initiatives.
- Coordinate conservation planning initiatives.
- Support activities and processes promoting planning and environmental linkages.

Contact(s): Xavier Pagan 850.414.5260; Xavier.pagan@dot.state.fl.us

4C. Product/Service: Project Screening and Technologies Support

Responsible Organizational Unit: State Environmental Management Office

Routine Activities:

- Administer and update policies, procedures and guidance for the ETDM program in support of SEMO goals and objectives.
- Provide training and technical assistance for ETDM implementation.
- Develop programmatic agreements and approaches to advance project production
- Supporting initiatives expediting project delivery
- Implement NEPA Assignment
- Provide support for agency operating agreements, guidance, policies and procedures to direct the ETDM process.
- Enhance, implement, and maintain the Environmental Screening Tool (EST).
- Provide support for EST in developing and reviewing projects during the Planning and Programming Screens.
- Provide training and technical assistance using the EST (internally and externally), including staffing the ETDM helpdesk.
- Provide technical expertise, training and assistance to District staff and others as needed in support of the ETDM process as it relates to linking planning and environmental considerations in transportation project delivery.
- Manage the ETDM consultant contract and manage the ETDM program budget and interagency funding to implement the ETDM program including records and invoice management.
- Provide guidance and support in addressing dispute resolution issues identified during ETDM screening events in coordination with SEMO program area specialists.
- Monitor the performance and implementation of ETDM through the performance monitoring system, surveys and the quality assurance process.
- Develop and implement Quality Assurance and Quality Control plans, monitoring and reporting systems.
- Monitor the Quality Assurance/Quality Control process for ETDM.

Website(s): <http://www.dot.state.fl.us/emo/ETDM.shtm>

Department Policies, Procedures and Manuals: All updates to procedures and manuals are found on our website listed above.

Contact(s): Pete McGilvray 850.414.5330; peter.mcgilvray@dot.state.fl.us

5. Seaports Office

The Seaports Office is focused on policy formulation, legislative review/liaison at state and federal level, Florida Seaport Transportation and Economic Development (FSTED) and Economic Development Council planning liaison, seaport system planning, seaport mission plan, seaport project planning and funding, seaport project economic analysis, seaport development program administration, Intermodal Logistics Centers (ILC) program and project development; and intermodal studies and access program administration.

Routine Activities:

Program Planning:

- Reviews the annual Seaport Mission Plan developed by the FSTED Council;
- Conducts research into various seaport issues, maintains and updates the Statewide Seaport System Plan that identifies statewide seaport issues, priorities and project needs;
- Maintains and updates the statewide Waterways Plan;
- Other planning activities include managing statewide freight and seaport research; and assisting district staff as needed as they implement their Intermodal Access programs;
- Coordinate cruise-related planning studies;
- Coordinates with the Freight Administrator on seaport-related freight planning and project development work;
- Works with the seaports to develop and fund strategic seaport projects;
- Develops, updates and utilizes economic analysis tools to assess seaport and ILC projects;
- Coordinate seaport and freight-related research that Metropolitan Planning Organizations and/or district offices may be undertaking;
- Provide information and technical support to DOT management, the Legislature, federal agencies, state agencies, districts staff, local governments, businesses and citizens as required.

Project Management:

- As a financing and advisory partner with the FSTED Council, the Seaport Office coordinates the review and financing of an annual grant program for seaport security and capacity projects;
- Assists in coordinating and financing oversight to three seaport bond programs; develops policies, procedures, and management system components relative to seaport program functions;
- Assists in the coordination, review and management oversight of the Small County Dredging Programs and any special funding relative to seaport program functions.
- Monitors and reports on project status and Joint Participation Agreement status statewide.
- Works with consultant support to monitor bond-funded seaport projects and ensure the provisions of the bond issuance are met.
- Manages the ILC infrastructure support grant program, and develops and monitors Joint Participation Agreements for this program.
- Manages and updates the databases related to the Seaport Capital Improvement Program (SeaCIP) and Intermodal Logistics Center Capital Improvement Program (ILCCIP), utilizing these databases as the basis for project applications, reviews, data collection on the ports and economic analyses.
- Develops quality assurance programs as needed; and assists in policy formulation that affects seaports at the state and federal level.

- Manages the statewide federally-funded Ferry Boat Discretionary program.

SIS Implementation:

The Seaport Office is a partner with Planning in the implementation of the SIS, working with central office staff, district staff, FPC staff and the twelve SIS seaports in the project identification and selection process as well as the development of the SIS multi-modal and cost-feasible plans.

The Seaport Office will be responsible for collecting, updating and transmitting seaport-related data to support SIS plans and programming needs.

The Seaport Office works with the twelve SIS seaports to develop, and recommend projects for consideration for funding under the SIS Program.

Website(s): <http://www.dot.state.fl.us/seaport/>

Contact(s): Robert Emerson (850) 414-4551; Robert.Emerson@dot.state.fl.us

5A. Product/Service: Seaport Office Planning and Project Development /Analysis Consultant Assistance

Responsible Organizational Unit: Seaports Office

As part of the implementation actions required by the planning process outlined in the Seaport System Plan, consultant assistance is needed to update and maintain a statewide seaport project prioritization process, using policy direction from the Plan to develop a system of calculating quantifiable benefits and costs. This process is coordinated with the work being done by the Transportation Policy and Planning office to develop multimodal measure(s) for the System Invest Tool (SIT) tool. Consultant assistance is also required to update and maintain the Seaport System Plan and Waterways Plan, first completed in 2010 and 2008, respectively. The Office plans to update both these plans in the next fiscal year, in conjunction with the updates of the Florida Transportation Plan and the Seaport System Plan. As part of this process, it may be necessary to obtain consultant assistance to review existing port master plans, analyze how these local plans address regional and/or statewide goals, and to develop regional and/or statewide forecasts for maritime trade. Additional work may be conducted on the on-going impacts of trade flow for opportunities for seaports within Florida, on the cruise business in Florida, project development and analysis of proposed ILCs within Florida, and needed improvements to best capitalize on the goals and objectives of the Florida Chamber Foundation's Trade and Logistics Study.

Website(s): www.dot.state.fl.us/seaport

Contact(s): Robert Emerson (850) 414-4551; Robert.Emerson@dot.state.fl.us

6. Rail Office

The Rail Office is focused on rail policy formulation, highway-rail grade crossing safety, legislative review/liaison at state and federal level, system planning, and safety program inspection and administration.

Source: <http://cosharepoint.dot.state.fl.us/sites/Personnel/Lists/ClassificationOrganization/DispForm.aspx?ID=209>

Routine Activities:

Program Planning:

- Provides materials for the Rail System Plan;
- Maintains list of capacity projects and prioritizes these projects for funding;
- Conducts research into various rail issues;
- Provides information and technical support to DOT management, the Legislature, federal agencies, state agencies, districts staff, local governments, businesses and citizens as required.

Project Management:

- Manages contract compliance on construction of capacity improvements
- Assists in the engineering review of rail projects; and
- Develops quality assurance programs as needed; and assists in policy formulation that affects rail at the state and federal level.

Safety Program:

- Manages the statewide data collection and maintenance for the highway-rail grade crossings;
- Conducts diagnostic field reviews of highway-rail grade crossings;
- Conducts corridor field reviews of highway-rail grade crossings along specific corridors in order to effectively select improvements and evaluate crossing consolidation;
- Coordinates the review and funding of a highway-rail grade crossing safety projects; and
- Manages the crossing consolidation program.

Website(s): <http://www.dot.state.fl.us/rail/>

Contact(s): Andre Goins 850-414-4620; Andre.Goins@dot.state.fl.us

6A. Product/Service: Rail Highway Crossing Inventory (RHCI) – Annual Safety Index Formula Evaluation

Responsible Organizational Unit: Rail Office

Safety Improvements of crossings in Florida are based upon the rail system data maintained in the Department's statewide Rail Highway Crossing Inventory (RHCI). The inventory is used as a tool in producing the Annual Safety Index (ranking) for identifying crossings for safety improvements. The inventory is managed in accordance with the Federal Railroad Administration's (FRA) *USDOT National Railroad Highway Crossing Inventory* so that the Department is eligible to receive funds. The Department sends data updates to FRA in order to maintain the national inventory database.

Every five to ten years the Department evaluates the Safety Index Formula in order to verify the validity of the current formula parameters. These parameters are evaluated against the new collision history for the time period and take into consideration the warning device upgrades installed throughout the state. This evaluation will encompass the time frame from the last update in 2003 to 2013, the most recent complete collision history year available. The work will provide the Department the evaluation of the formula, new variables, sensitivity analyses of key data elements, and a report detailing the findings.

Contact(s): Andre Goins 850-414-4620; Andre.Goins@dot.state.fl.us

Product/Service: Corridor Traffic Analysis Support

Responsible Organizational Unit: Rail Office

Each year the Department reviews highway-rail grade crossings throughout the state for Signal Safety improvements based on a safety index. The crossings are then eligible for federal funding for improvements that include new cantilevers, flashing lights, and gates. This methodology is effective in identifying areas that need safety upgrades. The Department is also working on another approach to signal safety improvements that involves screening a corridor for system-wide improvements. The review allows the Department to identify upgrades along with locations that can be consolidated on a 30 to 50 mile section of railroad. The chances of consolidation are much greater since a larger network of crossings is evaluated. This work will provide traffic analysis support needed to review the rail corridor consolidation from the highway traffic and roadway user perspective.

Perform assessments of inter-connected highway-rail grade crossing signal locations. These reviews focus on areas where highway-rail grade crossings have a highway traffic signal in close proximity.

Website(s): <http://www.dot.state.fl.us/rail/>

Contact(s): Andre Goins 850-414-4620; Andre.Goins@dot.state.fl.us

7. Transit Office

The Planning Section of the Transit Office provides technical and planning support to Florida transit systems and FDOT District Offices via the development of planning tools, policies, facility design guidelines, performance monitoring, transit modeling, data management, professional networking and training. This office is also responsible for coordinating all of the research program activities for the Public Transit Office.

Website(s): <http://www.dot.state.fl.us/transit>

Contact(s): Diane Quigley 850-414-4520; Diane.Quigley@dot.state.fl.us

7B. Product/Service: Transit Planning, Grant Programs

Responsible Organizational Unit: Transit Office

The Grant Programs Section provides support to Florida's transit service providers and District Office Staff in the form of forecasting tools, monitoring tools, and project delivery and implementation strategies. This task will relate specially to the forecasting, monitoring and project delivery activities associated with the Federal Transit Administration's Section 5310 program.

Transit 5310 Program Data Collection, Reporting and Review

The consultant will assist with reviewing sub-recipient data and preparing the Federal Transit Administration Annual 5310 Program Performance report. Additionally, the consultant will assist in developing reports for District and Central Office staff on sub-recipient activities related to the 5310 Program. The data collection and reporting shall be reviewed by the Transit Planning Administrator prior to distribution.

5310 Program Performance Forecasting

The transit grant programs section is responsible for forecasting production of sub-recipient activities using the 5310 program funds. The consultant will analyze past performance and forecast future activities. These forecasts will be updated quarterly. The consultant will coordinate with District Staff in the development of the production forecasts. The consultant shall assist the Grant Programs Administrator in developing and preparing the information for use by management.

5310 Program Performance Monitoring

The consultant will monitor sub-recipient performance in relation to forecasted activities. The consultant will then notify District Staff of sub-recipients not meeting forecasted goals. The consultant will coordinate with District Staff in bringing sub-recipients back on target with forecasted goals. All monitoring activities will be shared with the Grant Programs Administrator for use by management.

Contact(s): Elizabeth Stutts 850-414-4530; Elizabeth.Stutts@dot.state.fl.us

8. Office of Work Program and Budget

The Office of Work Program and Budget has the responsibility of developing and managing the Department's Five Year Adopted Work Program and providing financial planning services to Department management. The office contains six functional areas: Budget Office; Federal Aid Management; Financial Management Support; Finance, Program and Resource Allocation; Production Management; and Work Program Development and Operations.

Website(s): <http://www.dot.state.fl.us/OWPB/aboutOWP.shtm>

Contact(s): Lisa Saliba 850.414.4649; Lisa.Saliba@dot.state.fl.us

8A. Product/Service: Manage Production

Responsible Organizational Unit: Production Management

Routine Activities:

- Coordinates with the Districts and Turnpike in building the Statewide Lockdown Plans for the Work Program. The Lockdown Plan is developed annually and is used monthly to assess the Districts and Turnpike performance.
- Presents Performance and Production Reports each month at the Performance Review Meeting to the Executive Board to track actual production accomplishments against the Lockdown Plan; and
- Processes plans from the Districts and Turnpike and coordinates the advertisement of all projects let each month in Tallahassee with the Federal Aid Management Office, State Estimates Office, State Specifications Office, State Final Plans Office, Office of Right of Way, Office of Comptroller, Contracts Administration, and the Federal Highway Administration (FHWA) - Florida Division.

Contact(s): Stefanie Maxwell 850.414. 4493; Stefanie.Maxwell@dot.state.fl.us

8B. Product/Service: Develop and Manage the Work Program

Responsible Organizational Unit: Work Program Development & Operations

Routine Activities:

- Develop the department's five year work program consistent with work program instructions, department policies, Florida statutes, and federal law.
- Modify the five year work program to reflect the most up-to-date factual information. When modifications are necessary, fiscal responsibility and data integrity of the work program must be maintained.
- Develop detailed work program instructions.
- Ensure the work program is balanced to available funding and budget. Initiate, review and process work program.
- Develop the statewide Strategic Intermodal System (SIS) and Bridge Replacement work programs.

Contact(s): Kendra Sheffield 850.414.4627; Kendra.Sheffield@dot.state.fl.us

8C. Product/Service: Manage Federal Funds

Responsible Organizational Unit: Federal Aid Management

Routine Activities:

- Financially authorize federal funds with Federal Highway Administration (FHWA) for individual project phases
 - By major phase (PE, ROW, Const)
 - Initial authorization
 - Modifications to initial authorization during life of project
 - Final modification to close federal project
 - Quality assurance activities
 - Compliance with prerequisites for obtaining approved federal authorizations
 - Proper coding and phasing in Work Program
 - Correct statistical data included in Federal Authorization Request (FAR)
 - Complete documentation for project closing
- Transfer funds from FHWA programs to other federal agencies to administer for individual projects:
 - Federal Transit Administration
 - Federal Rail Administration
 - National Park Service
 - U.S. Fish and Wildlife Service
 - U.S. Army Corps of Engineers
 - Federal Lands Division of FHWA
- Inactive Federal Aid Projects
 - FHWA's FIRE Program requires periodic review of financially inactive projects
 - Revisions to 23 CFR Part 630 now allows FHWA to unilaterally de-obligate federal funds on inactive projects without approval of state DOT
 - FHWA must provide notification to FDOT before de-obligation occurs
- Monitoring of Congressionally Designated Projects (Earmarks) from award to federal authorization (obligation of funds) to project close-out
 - Earmarks within federal Discretionary Programs
 - Earmarks outside of federal Discretionary Programs
- Management of Obligation Authority (i.e. federal budget authority, NOT funds):
 - Obligation Authority (OA) annually received for all core programs (lapses each year)
 - Special OA for Equity Bonus funds which lapse after four years
 - Special OA for Bridge funds which lapse after two years
- Management of all types of federal funding categories by year received:
 - Most federal funds must be obligated within four years of receiving funds or they lapse
 - New apportionments and allocations of funds are received annually
 - Monitor to ensure oldest funds are obligated before newer funds
- Management of Advance Construction Program
 - Projects authorized in "AC mode" for future federal participation

- Initially financed with state funds but plan to be converted to federal funds at a later date after expenditures are incurred
- Expenditure based conversions used as a cash management tool
- Management of cash deposits into State Transportation Trust Fund
 - Work with OOC and Financial Development Office to support cash needs of Cash Forecast and Finance Plan
 - Cash received from AC conversions of direct expenditures on projects
 - Cash received from AC conversion of indirect charges on projects
- Reconciliation of federal funds by Federal Appropriation Category (FAC)
 - Between FDOT and FHWA financial records
 - Fund withdrawals and reinstatements for discretionary program categories
 - Transfers to/from other federal agencies
 - Congressionally mandated rescissions
 - Over 150 different FACs, some with up to 12 sub-categories
- Management of Federal Lands Highways Program in Florida
 - Primarily Forest Highways in Florida
 - Coordinate annual development of statewide Program of Projects with
 - District Office staff
 - National Park Service staff
 - Eastern Federal Lands Division staff
- Coordination of annual project solicitation of projects for possible earmarking by members of Florida congressional delegation
 - Development of guidance and schedule
 - Annual statewide kick-off teleconference
 - Compilation of projects, review with Executive Board and submission of projects to congressional members
- Coordination of Emergency Relief Program
 - Prepare documentation establishing eligibility to apply for ER Program funding
 - Prepare Detailed Program of Projects and apply for federal ER Funds
 - Associate Detail Damage Inspection Reports (DDIRs) to individual Federal Aid ER projects
 - Monitor and report on obligations, expenditures and project close-outs
- State Transportation Improvement Plan (STIP)
 - Responsible for annual publication of detail project listing by year
 - Responsible for processing STIP amendments each month during the year
 - Developed web-based STIP amendment application for use by MPOs, Districts, FHWA Florida Office and FTA
- Development and distribution of guidance for administering federally funded projects and programs
 - Authorization Procedure (# 350-050-005)
 - Work Program Instructions
 - Federal Aid Technical Bulletins
 - Other training materials and presentations
 - Quarterly statewide Federal Aid Teleconferences with C/O, District and FHWA Florida staff

- Annual statewide Federal Aid meeting for District Federal Aid Coordinators and Work Program Administrators
- Presentations at other FDOT statewide meetings and conferences
- Presentations to MPOs and County Governments
- Presentations at national and regional transportation finance conferences
- System Maintenance and Enhancements
 - Federal Authorization Management System (FAMS), a component of FDOT's Financial Management (FM) systems
 - Automated system for electronic approvals of Federal Authorization Requests (FARs)
 - Mirrors functionality of, and provides electronic interface with, FHWA's Fiscal Management Information System (FMIS)
 - Functional Owner of FAMS system
 - Voting member of FM User Group
 - Diagnose system errors and suggest fixes, develop enhancements and other updates to increase efficiency and to accommodate changes in federal requirements
 - Work with programmers to define user requirements and participate in system testing
- Member of Technical Review Committee
 - Reviews bid analysis prepared by Central Estimates Office and Central Contracts Administration Office
 - Makes recommendation to Contract Awards Committee to either award or reject bids on construction proposals
- Legislative Review and Analysis
 - Proposed legislation for multi-year federal surface transportation legislation
 - Annual federal appropriations acts and other supplemental emergency and/or transportation related legislation
 - Vetting of congressional requests for information on potential congressional member designated projects
- Review and/or draft various agreements between USDOT, FHWA, FTA, FDOT, other state DOTs and/or local governments
 - Florida Federal-Aid Partnership Agreement
 - Urban Partnership Agreements
 - Tolling Agreements
 - Corridors of the Future Cooperative Agreements
 - Various Discretionary Program Agreements
 - Inter-agency Agreements
- Public – Private Partnerships (P3s)
 - Ensure appropriate federal contractual requirements are included in
 - Instructions to Proposers
 - Concessionaire Agreements
 - Ensure federal planning, environmental and right of way requirements are met
 - Ensure authorization requirements are met
 - Draft and execute tolling agreements

Contact(s): James Jobe 850.414.4448; james.jobe@dot.state.fl.us

8D. Product/Service: Manage Finance, Program & Resource Allocation

Responsible Organizational Unit: Finance, Program & Resource Allocation

Routine Activities:

- Coordinates Executive Leadership Team Workshops related to program allocations, allocating funds for programs and districts, and establishing Work Program target levels for production.
- Develop the Program and Resource Plan which documents planned commitment levels over a ten year period for each of the department's programs.
- Develop five year finance plans for the State Transportation Trust Fund, Right of Way Acquisition and Bridge Construction Trust Fund, and Turnpike Trust Funds.
- Develop and monitor funds allocations and program targets.

Website(s): none

Department Policies, Procedures and Manuals: Work Program Instructions

Contact(s): Dan Cashin 850.414.4428; Daniel.Cashin@dot.state.fl.us

9. FDOT District 1

Each district office is responsible for implementation of the department's transportation programs, ensuring quality of performance and compliance with all laws, rules, policies, and procedures related to the operation of the department.

Contact(s): Laura Lockwood 863-519-2379 Laura.Lockwood@dot.state.fl.us

9A. Transportation Planning Products/Services

Responsible Organizational Unit: District One Transportation Planning Responsible Organizational Unit

Routine Activities:

- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Transportation Planning activities.
- Assist applicable central office/section in developing specific Transportation Planning products and providing specific Transportation Planning services.
- Coordinate, review, and analyze the Transportation Regional Incentive Program (TRIP) and the Transportation Alternatives Program (TAP) projects submitted by Regional Transportation Areas (RTAs), MPO/TPOs, BoCCs and local governments.
- Provide technical support and guidance to MPO/TPOs to develop the Transportation Improvement Program (TIP), process TIP/STIP amendments as required, develop and amend the Unified Planning Work Program (UPWP), and Long Range Transportation Plans (LRTPs).
- Conduct annual joint certification of MPO/TPOs and provide support for Federal quadrennial certification reviews for TMAs.
- Conduct and/or review Intergovernmental Coordination and Reviews (ICARs)
- Coordination and development of the District's annual Rural Economic Development Initiative (REDI) Reports
- Develop and conduct annual district work program public hearings.
- Solicit multi-modal transportation priorities annually from MPO/TPOs in preparation for development of the Tentative Five Year Work Program.
- Assist MPO/TPOs and local governments in developing bicycle/pedestrian plans, safety action plans, safety improvements, and project development
- Coordinate SunTrail program at District level
- Provide support and guidance to MPO/TPOs to integrate freight planning considerations into LRTP

Contact(s): Laura Lockwood 863-519-2379 Laura.Lockwood@dot.state.fl.us

9B. Data Collection Products/Services

Responsible Organizational Unit: District 1 Maintenance and Traffic Operations

Routine Activities:

- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Data Collection activities.
- Assist the applicable central office/section in developing specific Transportation Planning products and providing specific Data Collection services.

Contact(s): Ron Gruver 863.519.2547 Ronald.Gruver@dot.state.fl.us
L.K. Nandam 863.519.2490 L.Nandam@dot.state.fl.us

9C. Systems Planning Products/Services

Responsible Organizational Unit: District 1 Intermodal Systems Development

Routine Activities:

- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Systems Planning activities.
- Assist the applicable Central Office/section in developing specific Transportation Planning products and providing specific Systems Planning services.
- Provide modeling analyses for SIS and corridor planning studies, and for LRTP updates.
- Develop and update traffic volume projections for state highway corridors and supporting regional roadways.
- Provide regional transportation model development and analyses for MPOs, Regional Planning Councils, Rural Counties.
- Develop plans, programs, policies, informational databases, and analysis tools for improving the operational efficiency of District One's SIS.
- Develop and evaluate plans and programs for improving rail operations and rail/highway interface, including grade separations, rail re-locations, and new rail corridors.
- Prepare and/or review Interchange Justification Reports (IJRs), Interchange Modification Reports (IMRs), and Interchange Operational Analysis Reports (IOARs).
- Develop and maintain District GIS System and GEO Databases and maps in support of district and statewide planning efforts and the district work program.
- Develop, perform, and/or administer various activities involved in Corridor Planning, Access Management, Systems Planning, and Statistical Data collection and analysis.
- Document and analyze transportation impacts related to existing Developments of Regional Impact (DRIs), sector plans and other large-scale developments.
- Review various Elements in Local Governments' Comprehensive Plans for consistency with statewide and Federal policies.
- Perform freight studies in support of Statewide Freight Mobility Plans
- Coordinate and facilitate regional freight advisory committees

Contact(s): Lawrence Massey 239-225-1980 Lawrence.Massey@dot.state.fl.us

10. FDOT District 2

Each district office is responsible for implementation of the department's transportation programs, ensuring quality of performance and compliance with all laws, rules, policies, and procedures related to the operation of the department.

Contact(s): Bill Henderson 386.961.7873; bill.henderson@dot.state.fl.us
James Knight 904.360.5646; james.knight@dot.state.fl.us

10A. Transportation Planning Product/Service: Urban Transportation Development

Responsible Organizational Unit: District 2 Urban Transportation Development

Routine Activities:

- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Transportation Planning activities.
- Provides technical and administrative support to the North Florida Transportation Planning Organization and the Gainesville Metropolitan Transportation Planning Organization.
- Documents and coordinates activities related to Growth Management.
- Coordinates programs and activities relating to seaports, aviation, rail and transit
- Assist the applicable central office/section in developing specific Transportation Planning products and providing specific Transportation Planning services.
- Assist North Central Florida Regional Planning Council (NCFRPC) and Northeast Regional Council (NEFRC) with regional visioning.

Contact(s): Jim Green 904.360.5684; James.Green@dot.state.fl.us
Doreen Joyner-Howard 904.360.5650; doreen.joynerhoward@dot.state.fl.us
Ameera Sayeed 904 360 5647; Ameera.Sayeed@dot.state.fl.us
James Knight 904.360.5646; james.knight@dot.state.fl.us
Karen Taulbee 904.360.5652; Karen.taulbee@dot.state.fl.us

10B. Data Collection Product/Service: Rural Planning and Traffic Statistics

Responsible Organizational Unit: District 2 Rural Planning, Data Collection and Traffic Statistics

Routine Activities:

- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Data Collection activities.
- Conduct Rural Planning Coordination and coordinate and develop local government programs along with the Local Agency Program
- Landscaping program development
- Conduct activities related to Traffic Statistics
- Assist the applicable central office/section in developing specific Transportation Planning products and providing specific Data Collection services.

Contact(s): Bill Henderson 386.961.7873; bill.henderson@dot.state.fl.us
Jordan Green 386.961.7884; jordan.green@dot.state.fl.us

10C. Systems Planning Product/Service: Environmental Management

Responsible Organizational Unit: District 2 Environmental Management

Routine Activities:

- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Environmental Management activities.
- Manage Environmental Permitting Program and District Contamination Program
- Prepare NEPA documentation for FHWA approval
- Conduct Public Meetings and Hearings for transportation activities.

Contact(s): Bill Henderson 386.961.7873; bill.henderson@dot.state.fl.us

11. FDOT District 3

Each district office is responsible for implementation of the department's transportation programs, ensuring quality of performance and compliance with all laws, rules, policies, and procedures related to the operation of the department.

The functions of District 3 related to planning and environmental management are to:

- Provide planning, administrative and technical liaison to the Metropolitan Planning Organization (MPO's), Regional Planning Councils (RPC's), and local governments for planning, traffic modeling and other activities related to the execution of the Florida Transportation Plan and other intermodal plans.
- Document and analyze transportation impacts related to Developments of Regional Impact (DRIs) and other sub-level developments. Review transportation elements included in Local Government Comprehensive Plans.
- Collection and maintenance of Transportation Statistics Databases and information related to Traffic Characteristics and Roadway Inventories which includes traffic counts, vehicle classifications, roadway inventories, and Straight Line Diagrams (SLDs).
- Provide technical support to MPOs in the development of Transportation Improvement Programs (TIPs), Transit Development Plans (TDPs), Unified Planning Work Programs (UPWPs), and Long Range Transportation Plans (LRTPs), the expenditure of PL funds, and the development of various other Intermodal Plans.
- Develop and maintain various District GIS Maps and programs in support of district and statewide planning efforts and the district work program.
- Develop, perform, and/or administer various activities involved in Corridor Planning, Systems Planning, and Statistical Data collection and analysis.
- Provide sound Transportation Planning support in compliance with State and Federal statutes, procedures and guidelines as requested by the District and the Central Office.

Contact(s):

Tim Smith, P.E. 850.330.1516; tim.smith@dot.state.fl.us

Quinton Williams 850.330.1426; Quinton.Williams@dot.state.fl.us;

Jim Newsom 850.330.1535; james.newsom@dot.state.fl.us;

11A. Product/Service: Traffic Data Collection

One of the main functions in Planning is the collection of raw traffic data that will be factored to produce Annual Average Daily Traffic (AADT) reports.

Responsible Organizational Unit: District 3 Statistics Office, Traffic Data

Routine Activities:

- The District Traffic Data office will ensure all traffic counting equipment is performing properly.
- Develop a traffic collection schedule and provide to Central Office.
- Collect short-duration counts on District Three highways.
- Process collected data, check data validity and upload data into the Traffic Characteristics Inventory database.

Contact(s): Quint Williams 850.330.1426; quinton.williams@dot.state.fl.us

11B. Product/Service: Geographic Information System (GIS)

This section is responsible for maintaining the District's GIS database including map production and application development.

Responsible Organizational Unit: District 3 Statistics Office, Roadway Classifications

Routine Activities:

- Develop and maintain district mapping database, Planning's Intranet web site and SharePoint site.
- District Geographic Information System (GIS) support.
- Production of high quality maps as required: including work program, new corridors, maps related to the SIS, Emergency Management, and other maps as requested.

Contact(s): Jim Newsom 850.330.1535; james.newsom@dot.state.fl.us

11C. Systems Planning Product/Service: Growth Management Reviews

A Significant function of Growth Management is the coordination and review of local government comprehensive plans (including Evaluation and Appraisal Reports) , Developments of Regional Impact (DRI), and large scale developments and providing the agency responses to the Department of Economic Opportunity and local agencies.

Responsible Organizational Unit: District 3 Transportation Systems Planning, Growth Management

Routine Activities:

- Review local government comprehensive plans, DRIs and large scale developments to assure compliance with policies, procedures, and rules and to assess impacts to state highway system
- Submit Objections, Comments, and Recommendations to the Department of Community Affairs

Contact(s): Virgie Bowen; 850.330.1530; Virgie.Bowen@dot.state.fl.us

11D. Product/Service: Strategic Intermodal System (SIS) Program

One of the primary responsibilities of the Systems Planning Section is the coordination of the District's Strategic Intermodal System (SIS) program which includes development/updates to short and long range SIS plans and stakeholder coordination efforts.

Responsible Organizational Unit: Transportation Systems Planning, SIS Coordinator

Routine Activities:

- Developing and updating Strategic Intermodal Systems (SIS) plans, including; Five Year Work Program, 2nd Five Program, Cost Feasible Plan and Needs Plan
- Proactively providing technical advice and seeking input from MPO's and local government officials in regard to the Strategic Intermodal System (SIS).
- Provide technical advice concerning the Strategic Intermodal System (SIS) to internal stakeholders with the Florida Department of Transportation

Contact: Tori Wilson 850.330.1279; victoria.wilson@dot.state.fl.us

11E. Product/Service: MPO TIP Support

Provide administrative and technical support to the MPOs in the development and review of their TIP/Project Priority Lists updates. This support ensures coordination between the MPOs, FDOT, FHWA, FTA and other agencies.

Responsible Organization Unit: Transportation Systems Planning, MPO TIP Support

Routine Activities:

- Provide policy guidance to MPO staff as it relates to the development of their TIP.
- Provide latest Work Program information in the development of their TIP update.
- Review of Draft TIP.
- Review of Draft Project Priority Lists.

Contact: Starsky Harrell 850.330.1540; Starsky.Harrell@dot.state.fl.us

12. FDOT District 4

Each district office is responsible for implementation of the department's transportation programs, ensuring quality of performance and compliance with all laws, rules, policies, and procedures related to the operation of the department.

The intermodal systems development functions of District 4 related to planning and environmental management are to:

- Provide administrative and technical liaison support to metropolitan planning organization (MPOs) and MPO alliances and coordinate with Central Office, federal partners, and others on MPO-related matters.
- Work with MPOs, regional planning councils (RPCs), local governments, transit agencies, and other partners on the development, review, and implementation of transportation and related studies and plans and on improvements to and better integration of planning processes.
- Engage local governments and other partners on transportation-related issues tied to growth management/community planning, development/redevelopment, downtown revitalization, pedestrian and bicyclist safety, rural planning, and other such areas.
- Pursue or participate with partners in planning/project initiatives involving varied issues or interests that impact or are impacted by transportation (e.g., transportation-land use integration, extreme weather, context sensitive solutions/complete streets, sustainable community initiatives, regional freight movement, economic prosperity).
- Engage in efforts to develop and implement performance management/measurement approaches/systems to guide, improve, and better account for outcomes achieved through planning, programming, and other processes.
- Provide educational and convening opportunities and technical assistance to public partners and private stakeholders on transit oriented development (TOD), and share successful methods for planning and implementing TOD. Participate in the TOD working group for the region.
- Provide outreach and technical assistance to foster effective planning for and delivery of multi-modal access and mobility.
- Support development and implementation of community, regional and state level visions and plans, including the Florida Transportation Plan. Assist the Rural Economic Development Initiative (REDI) communities in District 4 and prepare the district's annual REDI report.
- Work across offices in the district to support improvements in access and mobility taking into account community and regional contexts (e.g., through provision of input on scopes and studies).
- Communicate with other districts and Central Office to share information, promote advances in planning, avoid duplication of effort, and improve results.
- Analyze and prioritize transportation needs relative to the Strategic Intermodal System (SIS) through SIS multi-modal planning studies and analyses; coordinate with local governments and modal partners, to provide data collection and analyses, and ensure adequate level of service standards and address development impacts; coordinate with local governments regarding potential joint-funded improvements and fair share requirements; coordinate with Central Office related to the district's SIS Long Range Plans, including the 20-Year Multi-modal Needs Assessment Plan, the Highway Cost Feasible Plan, and the 10-Year SIS Work Program. Address identified SIS multi-modal transportation priority needs through a collaborative, streamlined process, including development of recommendations for implementation plans for priority projects with other FDOT internal offices.
- Manage and develop premium transit projects through development and refinement of project scopes and schedules relative to the Federal Highway Administration/Federal Transit

Administration process; continue to promote the development of transit projects through extensive coordination with internal FDOT partners, as well as external stakeholders, including MPOs, local governments, state/federal agencies, and other transportation partners.

- Document and analyze transportation impacts on the environment, including economic analysis, as well as evaluation for design traffic volume, interchange operations, and highway capacity analysis.
- Lead the coordination of roadway jurisdiction transfers.
-
- Review and coordinate Lane Elimination Requests and facilitate the implementation of context sensitive solutions/complete streets
- Develop programs for the collection and maintenance of the Transportation Database, including an extensive and continuous file of traffic counts, transit data, bicycle and pedestrian data, origin-destination data, vehicle classifications, and roadway inventories; develop and maintain district mapping and graphics programs.
- Oversee risk management issues, develop and administer the corridor maintenance plan, acquisition of goods and services contracts, and environmental issues.
- Ensure funds are being allocated and expended, per statutory obligation.
- Manage multimodal studies to develop multimodal programs for aviation, highways, transit, rail, waterways, bicycles, and pedestrians.
- Coordinate or conduct airport and seaport master planning, transit modal analysis, and programs for transportation disadvantaged, transportation demand management (e.g., ridesharing), high occupancy vehicles (HOV), managed/express lanes, and environmental studies for transit facilities.
- Conduct the Intergovernmental Coordination and Review (ICAR) process for grants and projects.
- Conduct public meetings and hearings to receive and disseminate project or program information to and from the general public and public officials.
- Manage the Interchange Access Report (IAR) Program related to short and long term improvements to the interstate system and interchange operations. Develop interchange concepts to be programmed to address interchange operations and safety.
- Conducts traffic projections and collect traffic data to support pre-work for PD&E studies, in support of the Statewide Acceleration and Transformation (SWAT) Team.

Contact(s):

Steve Braun, 954-777-4143; steve.braun@dot.state.fl.us

Amie Goddeau, 954-777-4343; amie.goddeau@dot.state.fl.us

Lisa Dykstra, 954-777-4360; lisa.dykstra@dot.state.fl.us

Tammy Campbell, 954-777-4668; tammy.campbell@dot.state.fl.us

Lois Bush, 954-777-4654; lois.bush@dot.state.fl.us

Larry Merritt, 954-777-4683; larry.merritt@dot.state.fl.us

Birgit Olkuch, 954-777-4689; birgit.olkuch@dot.state.fl.us

12A. Transportation Planning Product/Service: Mobility Planning Projects

Responsible Organizational Unit: District 4 Planning and Environmental Management
District 4 Office of Modal Development

Routine Activities:

- Implement departmental policies, rules, procedures, standards, and handbooks, applicable to Central Office transportation planning activities.
- Assist the applicable central office/section in developing specific transportation planning products and providing specific transportation planning services.
- Meet recurring responsibilities set out in law, statute, regulation, and rule or by practice integral to performance of functions.

Contact(s):

Steve Braun, 954-777-4143; steve.braun@dot.state.fl.us

Amie Goddeau, 954-777-4343; amie.goddeau@dot.state.fl.us

Lisa Dykstra, 954-777-4360; lisa.dykstra@dot.state.fl.us

Tammy Campbell, 954-777-4668; tammy.campbell@dot.state.fl.us

Lois Bush, 954-777-4654; lois.bush@dot.state.fl.us

12B. Data Collection Product/Service: Data Collection - District Traffic Characteristics Inventory Program

Responsible Organizational Unit: District 4 Planning and Environmental Management Office - Transportation Statistics Unit

Routine Activities:

- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Traffic Data Collection activities.
- Assist the applicable central office/section in developing specific Transportation Planning products and providing specific Traffic Data Collection services.
- Collect short-duration counts on state-owned highways.
- Estimate ADT for missing traffic count data.
- Assign/reassign seasonal and axle adjustment factors.
- Review AADT estimates for accuracy.
- Review and assign section traffic breaks.
- Update databases with new traffic data.
- Conduct origin-destination surveys and assist with transit on-board surveys.
- Coordinate with other agencies responsible for the collection of data that supports the development of multimodal projects.
- Collect traffic data for HPMS and SIS Corridors and Connectors.
- Assist the Central Transportation Statistics (TranStat) Office with end-of-year processing.

Contact(s): Kara Schwartz, 954-777-4364; kara.schwartz@dot.state.fl.us
Min-Tang Li, 954-777-4652; min-tang.li@dot.state.fl.us

Data Collection Products/Services: Data Collection - District Roadway Characteristics Inventory (RCI) Program

Responsible Organizational Unit: District 4 Planning and Environmental Management Office - Transportation Statistics Unit

Routine Activities:

- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Highway Data Collection activities.
- Assist the applicable central office/section in developing specific Transportation Planning products and providing specific Highway Data Collection services.
- Maintain RCI Database to be clean of edits
- Perform annual QA/QC , to ensure the quality and accuracy of RCI data
- Collect and enter data for new Highway Performance Management System (HPMS) Samples
- Post District 4 HPMS sample map to the Central Office SharePoint site

Contact(s): Min-Tang Li, 954-777-4652; min-tang.li@dot.state.fl.us

Data Collection Products/Services: Data Collection - Maintain SharePoint Site and Provide Data Management and Geographical Information System (GIS) Support

Responsible Organizational Unit: District 4 Planning and Environmental Management Office - Transportation Statistics Unit

Routine Activities:

- Update and maintain GIS data and highway basemap monthly.
- Assist in development and support of GIS mapping applications for office and district use.
- Utilize GIS to provide data support and quality assurance to District Four RCI and TCI programs
- Provide data support to other functional areas within Planning & Environmental Management Office
- Design and maintain SharePoint site for Planning & Environmental Management Office
- Create high-quality projects-related maps, as required and on an as-needed basis, to every functional unit within the office of District 4 Planning & Environmental Management Office.
- Distribute GIS data via the District 4 SharePoint site and Roadway Atlas DVD.
- Coordinate with the Program Management Office to ensure the data on the districtwide GIS portal is the most current.

Contact(s): Samantha Powers, 954-777-4664; samantha.powers@dot.state.fl.us Min-Tang Li, 954-777-4652; min-tang.li@dot.state.fl.us

12C. Systems Planning Product/Service: Systems Planning

Responsible Organizational Unit: District 4 Planning and Environmental Management Office - Systems Planning - activities include developing and implementing procedures, providing technical assistance and training for Districtwide and regional-wide travel behavior data collection and analysis, demand forecast modeling, project traffic development, growth management, access management and site impact analyses, congestion management, interchange justification, level of service, and performance measures.

Routine Activities:

- Implement departmental policies, rules, procedures, and standards established by the Central Office sections responsible for Systems Planning activities.
- Assist the applicable Central Office/section in developing specific Transportation Planning products and providing specific Systems and Policy Planning services.
- Collect and analyze travel behavior data.
- Compile and analyze demographic data.
- Develop and update the Southeast Regional Planning Model (SERPM) and Treasure Coast Regional Planning Model (TCRPM).
- Oversee and provide training and technical assistance for the applications of SERPM and TCRPM, for the development of the M/TPOs' Long Range Transportation Plans (LRTP) and the Regional LRTPs and PD&E Projects.
- Perform level of service assessments, to assess the sufficiency of mobility for the State Highway System.
- Perform demand forecasts and develop design traffic for Work Program projects.
- Review and process interchange access requests.
- Review and update access management classifications.
- Perform traffic forecasts for Managed Lane revenue forecasts
- Perform Corridor Planning and Conceptual Engineering (PACE) studies.
- Review and coordinate Lane Elimination Requests
- Participate in Planning and Environmental Linkage reviews and assessments
- Review growth management impact submittals, such as Applications of Development Approval (ADA) of Developments of Regional Impact (DRI) and participate in the development of Development Orders (DO).
- Perform special planning studies, as needed, for implementing state rules and policies.
- Review and coordinate M/TPOs Congestion Management assessments
- Review right of way surplus requests

Specific Planned Activities for FY 2016/2017

- Perform household surveys, to collect the latest trip making patterns for planning purposes.
- Continue to update the newly developed Activity-Based Model (ABM) SERPM 7 and TCRPM 4, to enhance the usability and user friendliness. Continue to develop guidelines on applying models for different applications. Update model input following the agreed protocol with MPOs (the protocol was defined by the SEFTC Modeling Subcommittee).
- Acquire consultant services to develop the 2015-based Southeast Regional Planning Model, Version 8 (SERPM 8), based on the findings of the SE Florida Household Travel Survey.

- Continue to develop and update a Regional Simplified Trips-On Project Software (STOPS) for Southeast Florida, related to ridership projections for transit corridor projects.
- Review and coordinate Lane Elimination Requests submitted by local governments.
- Conduct traffic projections and collect traffic data to support pre-work for PD&E studies, in support of the Statewide Acceleration and Transformation (SWAT) Team.
- Implement the FHWA/FDOT Programmatic Agreement to review, guide, and process interchange access requests and interchange modifications.
- Continue to review and comment on the traffic impact submittals of Developments of Regional Impact (DRIs) and ensure that development orders are formulated to address development impacts.
- Continue development of the modeling process, integrating the macro models, such as SERPM, to the mesoscopic dynamic traffic assignments such as Cube/Avenue, to allow for analyzing traffic demand management strategies for site impact analyses, managed lane assessment, and the feasibilities of bus rapid transit. Continue to develop project traffic for Managed Lane Traffic and Revenue Reports, PD&E and Design projects, to support the implementation of the Work Program. Continue to participate in project schedule design, to ensure sufficient time is allotted for addressing land use data reviews and updates.
- Continue to provide technical support to Design/Consultant Management, Strategic Intermodal System Unit, and the Transit Development Unit. The tasks of technical support includes data analysis, model refinements, traffic simulations, and technical reviews. Continue to provide the same aforementioned technical support to the District's Transportation Systems Management and Operation (TSM&O) Program.

Contact(s): Shi-Chiang Li 954-777-4655; shi-chiang.li@dot.state.fl.us

13. FDOT District 5

Each district office is responsible for implementation of the department's transportation programs, ensuring quality of performance and compliance with all laws, rules, policies, and procedures related to the operation of the department.

The functions of District 5 related to planning and environmental management are to:

- Manage Government Operations (MPO Liaisons units), Planning and Corridor Development (includes Growth Management), Environmental Management, and Modal Planning.
- Provide administrative and technical liaisons to the Metropolitan Planning Organizations (MPOs), Regional Planning Councils (RPCs), cities and counties in the development of multi-modal transportation plans.
- Administer technical support to the Multi-Modal Planning liaisons with MPOs.
- Document and analyze transportation impacts on the environment, including economic analysis as well as evaluation for design traffic volumes and highway capacity analysis.
- Review and document transportation impacts related to Development of Regional Impact (DRIs) and other major traffic generators.
- Review transportation-related elements and amendments to Local Government Comprehensive Plans.
- Develop transportation models, validate models, develop future year networks
- Conduct planning and concept development studies requested by local governments and MPOs.
- Develop and maintain ISD-specific GIS datasets and mapping
- Manages, coordinates and participates in Transportation Systems Maintenance & Operations (TSM&O) planning and Congestion Management Process (CMP).
- Coordinate Statistics by managing Transportation Data Analysis and Performance Reporting (provides management of Highway Performance Monitoring System and Federal Functional Classification; Urban Boundaries and Mobility Performance Measure analysis.)
- Coordinates Jurisdictional Transfers requests by coordinating with appropriate FDOT staff, Local Governments and Federal Highway Administration (FHWA).
- Provide planning, environment, project development, and intergovernmental coordination for the execution of the Florida Transportation Plan and related intermodal plans.
- Develop modal programs for SIS, aviation, highways, transit, rail, bicycles, and pedestrians.
- Direct airport master planning, transit modal analysis, and federal programs for transportation disadvantaged, ridesharing, high occupancy vehicles (HOV), and transit safety inspection.
- Conduct public hearings to receive and disseminate modal program information to and from the general public and public officials.
- Ensure the implementation of quality environmental policies, procedures and practices in the development of transportation improvements.

Contact(s): Brian Stanger, 386.943.5391, Brian.Stanger@dot.state.fl.us

13A, Transportation Planning Products/Services

Responsible Organizational Unit: District 5 Planning & Environmental Management Office (PLEMO)

- **Routine Activities** Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Transportation Planning activities.
- Assist the applicable central office/section in developing specific Transportation Planning products and providing specific Transportation Planning services.
- Provide technical liaison assistance on transportation activities to each of the District 5 MPOs for Work Program development, development, coordination and maintenance of required work products in MPO respective areas (Transportation Improvement Plan (TIP), State Transportation Improvement Plan (STIP), MPO Priority list, Long Range Transportation Plan (LRTP), Unified Planning Work Program (UPWP), Annual Joint Certifications and production status updates
- Conduct review of Evaluation and Appraisal Reports (EARs) and amendments to Local Government Comprehensive Plans (LGCP)
- Conduct and/or review Intergovernmental Coordination and Reviews (ICARs)
- Conduct Public Involvement activities related to Efficient Transportation Decision Making (ETDM), Project Development and Environmental (PD&E) studies, and Work Program Public Hearings
- Develop and conduct annual district work program public hearings. Solicit multi-modal transportation priorities each year from BoCC's and MPO's in preparation for development of the Tentative Five Year Work Program.
- Facilitate discussions with MPOs, local governments, and various Department staff regarding safety initiatives
- Provide administrative support for Intermodal Systems Development
- Support and coordinate the development and updates to the Florida Transportation Plan (FTP) and Strategic Intermodal Systems (SIS) with local stakeholders and partners
- Provide support for the Freight and Logistics outreach and coordination efforts

Contact(s): Brian Stanger, 386.943.5391 Brian.Stanger@dot.state.fl.us

Brenda Young 407.482.7800; Brenda.Young@dot.state.fl.us

Heather Garcia 386.943.5077; heather.garcia@dot.state.fl.us

Mary Schoelzel 386.943.5398; mary.schoelzel@dot.state.fl.us

13B. Data Collection Products/Services

Responsible Organizational Unit: District 5 Planning & Environmental Management Office (PLEMO)

Routine Activities:

- Monitor status and performance of the State Highway System (SHS) through preparing Level of Service (LOS) reports
- Prepare updates to and process applications for Federal Functional Classification applications
- Coordinate additions and deletions to the State Highway System and coordinate changes with local government through jurisdictional transfers
- Support District Planning and Production activities through mapping of Work Program and Transportation Regional Incentive Program projects, environmental layers, trails, municipal boundaries, Roadway Characteristics Inventory attributes, transit services, and LOS

Contact(s): Brian Stanger, 386.943.5391; Brian.Stanger@dot.state.fl.us

13C. Systems Planning Products/Services

Responsible Organizational Unit: District 5 Planning & Environmental Management Office (PLEMO)

Routine Activities:

- Assist local governments and Departmental work units in designation and changes to Access Management classification
- Coordinate various types of Site Impact Analysis including Developments of Regional Impact (DRI) Sector Plans and sub-DRI
- Support various Production units through preparing or reviewing Design Traffic and Equivalent Single Axle Loading (ESAL) Reports
- Prepare and/or review Interchange Justification Reports or Interchange Modification Reports (IJR/IMR) and secure FHWA approvals concerning interstate access as needed.
- Participation in the statewide LOS Task Team and external support of LOS guidance and tools to local governments and consultants.
- Support MPO and local government planning through the development and support of travel demand models, forecasting tools, and socioeconomic datasets.

Contact(s): Brian Stanger, 386.943.5391; Brian.Stanger@dot.state.fl.us

14. FDOT District 6

The District 6 Intermodal Systems Development (ISD) Office is responsible for multi-modal planning, project development, and environmental analysis of transportation facilities and services. The ISD office supports the subsequent phases of production including Design and Construction. The ISD Office includes four units: Planning; Scoping/Project Development; Environment; and Freight, Logistics, & Passenger Operations. ISD also manages Department programs, ensuring quality performance, compliance with applicable laws, rules, policies, and procedures governing the operation of the Department.

The program management functions of the ISD Office are as follows:

ISD partners with the Miami-Dade Metropolitan Planning Organization (MPO) to ensure a continuous, cooperative, and comprehensive multi-modal urban planning process that provides mobility for all users and all modes, including highway, transit, bicycle, pedestrian, aviation, seaport, and freight. ISD supports the Department mission in efforts to provide investment priorities in multimodal infrastructure to enhance efficiencies in the movement of people, passengers, cargo and freight by coordinating with modal partners to identify critical infrastructure investment needs. ISD ensures public transportation coordination and support activities, including: airport master planning and grant assistance; port master planning and grant assistance; transit development grant assistance, freight planning; transportation disadvantaged; ridesharing; and federal oversight of transit safety.

ISD supports the Future Corridors Initiative by developing concept and evaluation reports for key corridors. ISD manages regional transportation issues by participating on the South East Florida Transportation Council (SEFTC), which is a regional body composed of the 3 southeast Florida MPO's and FDOT Districts 4 and 6. ISD provides program management and technical support to Miami-Dade and Monroe counties, the MPO, the South Florida Regional Planning Council (SFRPC), and municipalities, in the development of multi-modal transportation plans and projects.

Other management functions are to update, and maintain the Florida Transportation Plan (FTP) and monitor its implementation; develop the Strategic intermodal System (SIS) plan, and the Freight Mobility and Trade Plan, by working with local and regional partners. ISD works with our partners to reduce fatalities and serious injuries with a focus on bicycle & pedestrian safety by advancing projects to reduce fatalities and serious injuries. ISD also assists in programming statewide managed funds (i.e., SIS and Public Transportation) and project priorities of MPOs, and modal partners and implement Freight Logistics and Passenger operations projects in the Work Program. The ISD office coordinates metropolitan planning activities (i.e., LRTP, TIP/STIP, UPWP, MPO certification) to ensure compliance with federal requirements and government officials satisfaction with the Work Program through the MPO liaison function at the District level. ISD also conducts public workshops and hearings, as needed, to disseminate information and receive input from the public and elected officials.

The ISD office works diligently to expedite project delivery initiatives by developing, implementing and maintaining the environmental review process as part of project delivery by reviewing and commenting on projects in the Electronic Review & Comment (ERC) system and screening project through the ETDM process. Staff reviews Project Development and Environment (PD&E) studies in compliance with the National Environmental Policy Act (NEPA) and the Efficient Transportation Decision Making (ETDM) process in the development of transportation projects. ISD conducts Quality Assurance/Quality Control (QA/QC) of pavement condition survey review, analysis and prioritize the deficient pavement segments to program the arterial resurfacing projects to meet the District's lane-mile targets. ISD prepares

resurfacing, restoration, and rehabilitation (RRR) scoping reports and preliminary Long Range Estimates (LRE's) to assist Design with the development of the design scope of service. ISD also analyzes and documents environmental impacts, natural, physical and socio-cultural impacts for implementation of new transportation facilities and services.

The ISD office supports the development of tools to support decision making by coordinating the development and refinement of decision making tools such as FSUTMS, Return On Investment (ROI), ETDM, and others as needed. ISD collects traffic and highway system data and maintains accurate transportation data, including traffic and vehicle classifications counts, roadway characteristics inventory, straight line diagrams (SLD's), geographic information systems (GIS) to support project development activities and internal and external customers. ISD participates in the MPO's congestion management process, and in the District 6 Transportation Systems Management and Operation (TSM&O) program. ISD provides systems planning data and analysis, level of service analysis, to support project development activities and various transportation system improvements.

District 6 Contact(s): Dat Huynh 305.470.5201; dat.huynh@dot.state.fl.us
Craig James 305.470.5221; steven.james@dot.state.fl.us
Eman Gomaa 305.470.5219; eman.gomaa@dot.state.fl.us
Dionne G. Richardson 305.470.5292; dionne.richardson@dot.state.fl.us
Lisa Colmenares, 305.470.5386; lisa.colmenares@dot.state.fl.us

14A. Transportation Planning Products/Services

Responsible Organizational Unit: District 6, ISD Office

Routine Activities:

- Provide program management and technical support to the Metropolitan Planning Organization (MPO), the Regional Planning Council (RPC), and cities and counties, in the development of multi-modal transportation plans.
- Provide guidance and review in the development of the following MPO products: the Unified Planning Work Program (UPWP); the Transportation Improvement Program (TIP); the Long Range Transportation Plan (LRTP) and the Regional Transportation Plan (RTP); the Public Involvement Plan (PIP); MPO Certification; and various other MPO studies and programs.
- Participate in the regional planning activities of the Southeast Florida Transportation Council (SEFTC) and SEFTC technical committee, the Regional Transportation Technical Advisory Committee (RTTAC).
- Administer the inter-local agreements, and joint participation agreements (JPA's), review quarterly progress reports and process invoices for Federal reimbursement of all planning activities.
- Manage District activities related to the project development process including preliminary engineering studies, environmental analysis and supervise district Title VI activities.
- Document and analyze transportation impacts on the environment, including economic analysis as well as evaluation for design traffic volumes and highway capacity analysis.
- Provide the District coordination for development of the Florida Transportation Plan (FTP) and the Strategic Intermodal System (SIS) plan.
- Provide growth management reviews: review the land use, transportation, and capital improvement elements of the Local Government Comprehensive Plans (LGCP's); and review Developments of Regional Impact (DRI's) as requested.
- Conduct public workshops, hearings, and interagency coordination, as needed, to disseminate information and receive input from the public and elected officials.
- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Transportation Planning activities.
- Assist the applicable central office/section in developing specific Transportation Planning products and providing specific Transportation Planning services.
- Assist Local Governments and the MPO in regional planning activities such as the Sustainable Communities Initiative.

Contact(s):

Dat Huynh 305.470.5201; dat.huynh@dot.state.fl.us

Craig James 305.470.5221; steven.james@dot.state.fl.us

Eman Gomaa 305.470.5219; eman.gomaa@dot.state.fl.us

Dionne G. Richardson 305.470.5292; dionne.richardson@dot.state.fl.us

Lisa Colmenares, 305.470.5386; lisa.colmenares@dot.state.fl.us

14B. Data Collection Products/Services

Responsible Organizational Unit: ISD Office

Routine Activities:

- Collect traffic and highway system data and maintain the transportation data base, including traffic and vehicle classifications counts, roadway characteristics inventory, straight line diagrams (SLD's), and other data, consistent with Department procedures.
- Maintain the ISP (ISD) mapping and geographic information systems (GIS), and provide special maps on request.
- Conduct District review of State Materials Office pavement data and recommend roads for scoping and resurfacing.
- Provide design traffic forecasts as requested.
- Review PTMS design installation and acceptance.
- Coordinate the any roadway transfer process.
- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Data Collection activities.
- Assist the applicable central office/section in developing specific Transportation Planning products and providing specific Data Collection services.

Contact(s):

Dat Huynh 305.470.5201; dat.huynh@dot.state.fl.us

Craig James 305.470.5221; steven.james@dot.state.fl.us

Eman Gomaa 305.470.5219; eman.gomaa@dot.state.fl.us

Dionne G. Richardson 305.470.5292; dionne.richardson@dot.state.fl.us

Lisa Colmenares, 305.470.5386; lisa.colmenares@dot.state.fl.us

14C. Systems Planning Products/Services

Responsible Organizational Unit: District 6, ISD Office

Routine Activities:

- Maintain continuing, cooperative, and coordinated planning programs for highway, transit, bicycle, and pedestrian modes of travel.
- Guide the long range and short range planning activities of the District through participation in the development of the MPO's LRTP, and TIP.
- Coordinate the interchange justification and review process.
- Provide systems planning data and analysis, travel demand forecasting, level of service analysis, and economic analysis of alternative transportation system improvements.
- Provide technical assistance to local governments for level of service analysis, and review of growth management legislation.
- Analyze and document environmental impacts, including natural physical and socio-cultural, associated with the implementation of new transportation facilities and services.
- Conduct ETDM process screenings in coordination with the Environmental Technical Advisory Team (ETAT) and Metropolitan Planning Organization.
- Enter projects into the Environmental Screening Tool (EST), and conduct planning screen and programming screen through the ETDM process.
- Prepare NEPA documentation for FHWA approval. Prepare Reevaluations of NEPA documentation for FHWA approval.
- Provide technical and scientific expertise in all areas related to natural, physical and socio-cultural environment issues of transportation projects.
- Manage the Contamination program, the Cultural Resources Evaluation and Coordination program. Conduct environmental impact review of final design plans, Local Agency Program (LAP) project plans, and project scoping reports.
- Manage and coordinate programs and projects relating to urban and rural transit, transit service development, transit system safety, seaport development, commuter assistance, intermodal access, van pooling, ridesharing, transportation disadvantaged, and park-n-ride development.
- Coordinate plans and administer programs for airports and seaports. Manage joint participation agreements and process invoices to fund airport/seaport operations and capital improvements.
- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Systems Planning activities.
- Assist the applicable central office/section in developing specific Transportation Planning products and providing specific Systems Planning services.

Contact(s):

Dat Huynh 305.470.5201; dat.huynh@dot.state.fl.us

Craig James 305.470.5221; steven.james@dot.state.fl.us

Eman Gomaa 305.470.5219; eman.gomaa@dot.state.fl.us

Dionne G. Richardson 305.470.5292; dionne.richardson@dot.state.fl.us

Lisa Colmenares, 305.470.5386; lisa.colmenares@dot.state.fl.us

15. FDOT District 7

Each district office is responsible for implementation of the department's transportation programs, ensuring quality of performance and compliance with all laws, rules, policies, and procedures related to the operation of the department.

The functions of District 7 related to planning and environmental management are to:

- Provide administrative and technical liaison to the Metropolitan Planning Organization (MPOs), Regional Planning Councils (RPCs), cities and counties in the development of multi-modal transportation plans.
- Direct the federal metropolitan transportation planning process and provide oversight of expenditure of federal planning funds (PL) and Federal Transit Administration (FTA) funding allocated to MPOs.
- Document and analyze transportation impacts on the environment (PD&E), including economic analysis as well as evaluation for design traffic volumes and highway capacity analysis.
- Ensure planning consistency among federally funded projects through LRTP, TIP, and STIP.
- Develop and maintain the Tampa Bay Regional Planning Model, and other transportation planning models and analysis tools.
- Develop public involvement plans for Project Development and Environment (PD&E) Studies.
- Develop and direct programs for the collection and maintenance of the Transportation Data Base including extensive and continuous file of traffic counts, vehicle classifications and roadway inventories, surveys of travel characteristics and behavior and the compilation and preparation of data from existing available sources (such as census data, employment data and parcel data) into socioeconomic databases needed for planning purposes.
- Develop plans, programs, policies, informational databases, and analysis tools for improving the operational efficiency, cost effectiveness, and regional economic benefits of goods movement.
- Direct the cooperative intergovernmental development of the modal systems plan for urbanized, urban, non-metropolitan and rural areas.
- Develop and coordinate strategies and plans for implementing and maintaining the Strategic Intermodal System (SIS).
- Review transportation elements and capital improvement elements included in Local Government Comprehensive Plans, Developments of Regional Impact (DRIs), and other growth management related plans and activities. Review Comprehensive Plan Amendments and land use plan amendments for their adverse effect on transportation resources and facilities of state importance. Advise local governments implementing transportation concurrency on the affect local plan amendments have on the strategic intermodal system.
- Develop and maintain District mapping and graphics programs and a regional GIS database.
- Maintain continuing, cooperative, and coordinated planning programs for highway, transit, bicycle, and pedestrian modes of travel.
- Provide public transportation coordination and support activities, including: airport master planning and grant assistance; seaport master planning and grant assistance; transit grant assistance and review of transit development plans (TDPs); planning assistance and special planning studies for the development and advancement of Bus/Fixed guideway transit and other premium transit modes; coordination with rail safety and operational improvements and maintenance activities, modal analysis; and support park n ride inventory, FTA's 5307/09/10/11/16/17 programs and

assistance with planning for transportation disadvantaged, ridesharing, commuter assistance and federal/state oversight of Bus/Fixed guideway system safety and security programs. Provide for the efficient transfer or assumption of road jurisdiction by the Department and local governments based on mutual agreement.

- Support the Local Agency Participation program by developing projects in cooperation with local government.
- Analyze and document environmental impacts, including natural physical and socio-cultural, associated with the implementation of new transportation facilities and services.
- Coordinate and oversee the implementation of Economic Development Transportation Fund (EDTF) program.
- Conduct ETDM process screenings in coordination with the Environmental Technical Advisory Team (ETAT) and Metropolitan Planning Organization.
- Enter projects into the Environmental Screening Tool (EST), and conduct planning screen and programming screen through the ETDM process.
- Prepare NEPA documentation for FHWA approval. Prepare Reevaluations of NEPA documentation for FHWA approval.
- Provide technical and scientific expertise in all areas related to natural, physical and socio-cultural environment issues of transportation projects.
- Manage the Contamination program, the Cultural Resources Evaluation and Coordination program. Conduct environmental impact review of final design plans, Local Agency Program (LAP) project plans, and project scoping reports.

Contact(s):

Ming Gao 813.975.6454; Ming.Gao@dot.state.fl.us

Ed McKinney 813-975-6095; Edward.McKinney@dot.state.fl.us

15A. Transportation Planning Products/Services

Responsible Organizational Unit: District 7 Transportation Planning

Routine Activities:

- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Transportation Planning activities.
- Assist the applicable central office/section in developing specific Transportation Planning products and providing specific Transportation Planning services.
- Participate in meetings of the MPO Board and the sub-committees thereof.
- Provide guidance and review in the development of the following MPO products: the Unified Planning Work Program (UPWP); the Transportation Improvement Program (TIP); the Long Range Transportation Plan (LRTP); the Public Participation Plan (PPP); MPO Certification; MPO Program Management; and various other MPO studies and programs.
- Provide support to MPOs to assure compliance with Title VI, Disadvantaged Business Enterprise and Limited English Proficiency Programs in the planning process (LRTP, UPWP, TIP, model validation, etc.) and other certification requirements.
- Annually certify that each MPO is following the federal transportation planning process.
- Review MPO invoices for the expenditure of federal highway and transit planning funds to ensure invoice is complete and accurate, and those only allowable costs are reimbursed.
- Review Aviation, Freight, Rail, Seaport, and Transit agency invoices ensuring they are complete, correct and paid on time.
- Implement changes to the transportation network that were recommended in the Tampa Bay Regional Strategic Freight Plan.
- Review master plans /Airport Layout Plans for airports and Seaports Master Plans and Transit Development Plans from local agencies and assure they are in coordination with the Tampa Bay Area Regional Transportation Authority master plan.
- Provide timely responses to modal program inquiries from interested partners in transportation, elected officials, and citizens.
- Review Developments of Regional Impact (DRI), Sub-DRI's, Impact Studies, Economic Development Transportation Fund projects and Access issues.
- Determine how SIS facilities and other state and regional corridors may be impacted by implementation of or amendment to Multi-modal Transportation Districts, Local Government Comprehensive Plans, Evaluation and Appraisal Reports (EARs).
- Coordinate SIS public involvement activities including public workshops, and the development and distribution of informational brochures, videos, slide presentations, and reports.
- Identify and prioritize opportunities to add bicycle, pedestrian, transit facilities and efficient movement of freight amenities to roadway projects.
- Conduct the annual Tentative Work Program Public Hearings.
- Coordinate efforts of access management, congestion management, intelligent transportation systems, interchange justification, level of service determination, and site impact analysis.
- Conduct public hearings, meetings and workshops to receive and disseminate modal program information to and from the general public and public officials.
- Conduct negotiations and document mutual agreement to transfer road jurisdiction.
- Upon request by another government agency or the public, conduct historical roadway document research, and maintain the District's roadway history files.

- Develop and coordinate Joint Participation and Locally Funded Agreements with MPOs and local governments and agencies.
- Coordinate the Federal Discretionary and Efficient Transportation Decision Making Programs.

Contact(s):

Waddah Farah 813.975.6440; Waddah.Farah@dot.state.fl.us
Stephen Benson 813-975-6427; Stephen.Benson@dot.state.fl.us
George Boyle 813.975.6409; George.Boyle@dot.state.fl.us
Kirk Bogen 813.975.6448; KirkBogen@dot.state.fl.us

15B. Data Collection Products/Services

Responsible Organizational Unit: District 7 Intermodal Systems Development, **Multimodal Systems**

Routine Activities:

- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Data Collection activities.
- Assist the applicable central office/section in developing specific Transportation Planning products and providing specific Data Collection services.
- Collect traffic data for determining AADTs, vehicle classification, and existing highway and arterial operating speeds both daily and by time-of-day.
- Provide technical support for the collection and processing of traffic data in support of systems planning, project traffic, and statewide reporting needs.
- Collect data for Roadway Characteristics Inventory and prepare appropriate related mapping and Straight Line Diagrams (SLDs).
- Review State Routes as well as key major local truck routes to identify truck-related operations and safety issues and needs for the purpose of enhancing freight movement in to the region.
- Conduct surveys of travel characteristics and travel behavior pertaining to permanent and seasonal residents, visitors, employees, business and major trip generators, trucks, and transit passengers.
- Compile data from existing sources, including census data, employment data, parcel data and other relevant data, into appropriate databases needed for planning purposes.
- Assist in the installation, repair, and maintenance of PTMS sites and other traffic monitoring devices, including planning their locations and assisting in the review and acceptance of installation and repair.

Contact(s): George Boyle 813.975.6409; George.Boyle@dot.state.fl.us
Waddah Farah 813.975.6440; Waddah.Farah@dot.state.fl.us

15C. Systems Planning Products/Services

Responsible Organizational Unit: District 7 Intermodal Systems Development, **Multimodal Systems**

Routine Activities:

- Implement departmental policies, rules, procedures, and standards established by the central offices responsible for Systems Planning activities.
- Assist the applicable central office/section in developing specific Transportation Planning products and providing specific Systems Planning services.
- Provide modeling analysis for SIS and corridor planning studies, studies, for LRTP updates, for area Master Plans, and for plans addressing special purposes such as area freight movements, transit development alternatives and potential toll facilities.
- Continually update the District Comprehensive Freight Improvement Database and ensure Freight design considerations are addressed during scope development.
- Develop, update, and maintain an effective and reliable set of transportation planning models and analysis tools needed to assess current travel conditions, forecasts future travel volumes and conditions, and assess the effectiveness and impacts of proposed plans, policies, and transportation improvements. This will include the Tampa Bay Regional Planning Model, the West Central Florida Regional Planning Model, the Tampa Bay Regional Transit Model, and other needed models and analysis tools.
- Provide technical assistance to MPOs for development of bicycle/pedestrian facilities improvement projects and issues related to bicycle/pedestrian projects.
- Develop and update traffic volume projections for state highway corridors and supporting regional roadways.
- Provide regional transportation modeling analyses for MPOs, Regional Planning Council, West Central Florida MPO Chairs Coordinating Committee, and Tampa Bay Area Regional Transportation Authority (TBARTA).
- Assist the MPOs in evaluating the air quality impacts of individual transportation improvements and programs.
- Provide technical support for the MPOs in performing Air Quality Conformity Determination Analysis on their Long Range Transportation Plans and Transportation Improvements Programs.
- Develop plans, programs, policies, informational databases, and analysis tools for improving the operational efficiency, cost effectiveness, and regional economic benefits of goods movement.
- Assist the MPOs and counties in conducting effective county level freight movement coordination processes and in developing effective plans, programs, and policies for improving goods movement.
- Analyze and document the social, economic, and environmental impacts of implementing new transportation facilities and services.
- Conduct the ETDM program in coordination with the Metropolitan Planning Organizations and other local agencies, including Socio-cultural Effects Evaluations.
- Support various production units through the preparation and/or review of Design Traffic Reports and Equivalent Single Axle Loading (ESAL) Reports.
- Provide technical assistance, eligibility and feasibility reviews, and oversight of the federal Transportation Alternatives Program (TAP) in coordination with MPOs.
- Monitor the status and performance of the State Highway System through the preparation of Level of Service (LOS) Reports.
- Coordinate the interchange justification and review process.

- Analyze and document the transportation impacts of proposed Development of Regional Impact (DRIs) and sub-DRI developments and of proposed changes to Local Government Comprehensive Plans (LGCPs).
- Conduct Project Development and Environment (PD&E) Studies in compliance with the National Environmental Policy Act (NEPA).
- Assist the Tampa Bay Area Regional Transportation Authority (TBARTA) in the maintenance and update of the Tampa Bay Regional Transportation Master Plan.
- Conduct and/or assist TBARTA, local transit agencies and the MPOs in the conduct of Alternative Analyses, transit corridor evaluations and feasibility studies and other transit related studies for the development and implementation of light rail, guideway transit, and other premium transit services throughout the Tampa Bay region.
- Develop plans and programs for improving access to airports, seaports, rail centers, transit facilities and other intermodal centers.
- Develop and evaluate plans and programs improving rail operations and rail/highway interface, including grade separations, rail relocations, and new rail corridors.
- Maintain a database of existing socioeconomic and travel characteristics for District MPOs, including information on population, dwelling units, hotel/motel units, employment, current land uses, traffic counts, transit usage, freight movements, and special generators activity.
- Ensure bicycle and pedestrian facilities are considered during design scope development.

Contact(s): George Boyle 813.975.6409; George.Boyle@dot.state.fl.us
Waddah Farah 813.975.6440; Waddah.Farah@dot.state.fl.us
Kirk Bogen 813.975.6448; Kirk.Bogen@dot.state.fl.us

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
2		Table 5: Detailed Financial Summary of Florida's State Planning Research Program Part I, FY July 1, 2016 - June 30, 2017																	
3		Column:	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q		
4		Column Contents:	General Organizational Unit	General Type of Work	FDOT Project Number	Purpose of Funds	Federal Participation	Soft Match	Responsible Organizational Unit(s)	Planned Federal Programming		Federal Expenditures First Six Months			Federal Expenditures Second Six Months				
5		Source:	Work Program	Work Program	Work Program	Work Program	Work Program	Calculated	FDOT Organization Structure	Est.	Calculated	Work Program	Est.	Calculated	Work Program	Est.	Calculated		
6		Units:	Budget District	Item Description	Financial Project	Phase	Programmed Amount as of 4/27/16	18.07%	One or more Cost Centers	%	\$		%	\$		%	\$		
7		Notes:	Includes every Budget District and Tallahassee Office that uses "HP" funds	"Transportation Planning" is all work not included in "Data Collection" and "Systems Planning"	These represent how expenditures are captured for the work program	Includes 100% of consultant costs and all eligible in-house cost categories	"HP.." and "HR.." Funds; Fund Allocation Types 1,4,6	Programmed spending eligible to use as SPR Match	Includes all organizational units for each Budget Entity and each General Type of Work, with management, administrative and other support functions distributed appropriately	Estimated Federal expenditures that add up to 100% of each General Type of Work		Includes all expenditures captured as of this date	Reflects any adjustments to Planned Expenditures based on needs		Includes all expenditures captured as of this date	Reflects any adjustments to Planned Expenditures based on needs			
8		SPR Coordinator(s):																	
9		Laura Lockwood	District 1	Transportation Planning	403439-1-11-08	In-House Charges	\$ 660,491	\$ 119,351	MPO/Local Gov't Support	50%	\$ 330,246			\$ -					
10									LRTP & TIP Support	20%	\$ 132,098			\$ -					
11				Data Collection	403459-1-11-08	In-House Charges	\$ 214,000	\$ 38,670	Work Program Development/Project Coordination	30%	\$ 198,147			\$ -					
12									Maintain Update RCI/produce SLDs	30%	\$ 64,200			\$ -					
13									Conduct HPMS	15%	\$ 32,100			\$ -					
14									Update base maps	5%	\$ 10,700			\$ -					
15				Systems Planning	403460-1-11-08	In-House Charges	\$ 213,754	\$ 38,625	Traffic Count Program	50%	\$ 107,000			\$ -					
16									DR/Comp Plan/EAR Review	25%	\$ 53,439			\$ -					
17									Develop and maintain district LOS Tables	15%	\$ 32,063			\$ -					
18									Review of SIS CFP & System Plan	20%	\$ 42,751			\$ -					
19									Develop and maintain GIS maps in support of district planning functions	20%	\$ 42,751			\$ -					
20									Model development supporting MPO's LRTP, BoCC's LRTP's and districtwide planning functions	20%	\$ 42,751			\$ -					
21									Total District 1				\$ 1,088,245	\$ 196,646				\$ 1,088,245	\$ -
22				Jordan Green	District 2	Transportation Planning	403440-1-11-16	In-House Charges	\$ 900,000	\$ 162,630	MPO & Local Government Support	50%	\$ 450,000			\$ -			
23		LRTP & TIP Support	10%								\$ 90,000		\$ -						
24		Data Collection	403441-1-11-15			In-House Charges	\$ 354,956	\$ 64,141	Modal Development	15%	\$ 135,000			\$ -					
25									Growth Mgmt/Comp. Plan	25%	\$ 225,000			\$ -					
26									Traffic Counts & Analysis	45%	\$ 159,730			\$ -					
27									RCI & SLD Updates	45%	\$ 159,730			\$ -					
28		Systems Planning	403442-1-11-15			In-House Charges	\$ 70,000	\$ 12,649	Mapping & GIS	10%	\$ 35,496			\$ -					
29									SIS Planning Development	50%	\$ 35,000			0					
30		Transportation Planning	433775-1-18-01			Other Agency		\$ -	Regional Visioning Study	100%	\$ -			0					
31		Total District 2			\$ 1,324,956	\$ 239,420			\$ 1,324,956	\$ -		\$ -		\$ -		\$ -			
32		Tim Smith	District 3	Transportation Planning	403483-1-11-08	In-House Charges	\$ 467,669	\$ 84,508	Transportation Planning: Systems Planning	100%	\$ 467,669			\$ -					
33				Data Collection	403490-1-11-08	In-House Charges	\$ 541,628	\$ 97,872	Data Collection: Statistics	100%	\$ 541,628			\$ -					
34				Systems Planning	411450-1-11-08	In-House Charges	\$ 223,346	\$ 40,359	Systems Planning: Systems Planning	100%	\$ 223,346			\$ -					
35				Total District 3			\$ 1,232,643	\$ 222,739			\$ 1,232,643	\$ -		\$ -		\$ -		\$ -	
36		Steve Braun/ Amie Goddeau	District 4	Transportation Planning	403468-1-11-11	In-House Charges	\$ 905,274	\$ 163,583	Planning and Policy Analysis	20%	\$ 181,055			\$ -					
37									Intergovernmental /Interagency Programs	15%	\$ 135,791			\$ -					
38									Strategic Intermodal System (SIS) Planning	35%	\$ 316,846			\$ -					
39									Transit Development	30%	\$ 271,582			\$ -					
40				Data Collection	403469-1-11-08	In-House Charges	\$ 204,319	\$ 36,920	Statistics - Traffic Data	35%	\$ 71,512			\$ -					
41									Statistics - Highway Data	35%	\$ 71,512			\$ -					
42									Statistics - GIS	30%	\$ 61,296			\$ -					
43									Systems Planning - Highway	65%	\$ 176,053			\$ -					
44				Systems Planning	403470-1-11-08	In-House Charges	\$ 270,851	\$ 48,943	Systems Planning - Modal	35%	\$ 94,798			\$ -					
45																			
46				Total District 4			\$ 1,380,444	\$ 249,446			\$ 1,380,444	\$ -		\$ -		\$ -		\$ -	
47																			
48																			
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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R					
2		Table 5: Detailed Financial Summary of Florida's State Planning Research Program Part I, FY July 1, 2016 - June 30, 2017																					
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5		Source:	Work Program	Work Program	Work Program	Work Program	Work Program	Calculated	FDOT Organization Structure	Est.	Calculated	Work Program	Est.	Calculated	Work Program	Est.	Calculated						
6		Units:	Budget District	Item Description	Financial Project	Phase	Programmed Amount as of 4/27/16	18.07%	One or more Cost Centers	%	\$		%	\$		%	\$						
7		Notes:	Includes every Budget District and Tallahassee Office that uses "HP" funds	"Transportation Planning" is all work not included in "Data Collection" and "Systems Planning"	These represent how expenditures are captured for the work program	Includes 100% of consultant costs and all eligible in-house cost categories	"HP.." and "HR.." Funds; Fund Allocation Types 1,4,6	Programmed spending eligible to use as SPR Match	Includes all organizational units for each Budget Entity and each General Type of Work, with management, administrative and other support functions distributed appropriately	Estimated Federal expenditures that add up to 100% of each General Type of Work	Includes all expenditures captured as of this date	Reflects any adjustments to Planned Expenditures based on needs	Includes all expenditures captured as of this date	Reflects any adjustments to Planned Expenditures based on needs									
56		SPR Coordinator(s):	Susan Sadighi		Transportation Planning	403463-1-11-08	In-House Charges	\$ 917,450	\$ 165,783	PL529 (Modal Planning)	15%	\$ 137,618			\$ -								
57											PL530 (MPO Liaisons)	50%	\$ 458,725			\$ -							
58											PL530 (Growth Management Tran Planning)	35%	\$ 321,108			\$ -							
59				District 5	Transportation Planning	410735-1-12-11	Consultant Charges		\$ -	Statewide Corridor Planning Support and Pilot Study	100%												
60					Data Collection	403464-1-11-08	In-House Charges	\$ 59,700	\$ 10,788	PL530 (Growth Management: Data Collection)	100%	\$ 59,700			\$ -								
61					Systems Planning	403465-1-11-08	In-House Charges	\$ 156,591	\$ 28,296	PL530 (Growth Management: Data Collection)	100%	\$ 156,591			\$ -								
62					Systems Planning	410735-1-12-08	In-House Charges		\$ -	PL530 (Growth Management: Systems Planning)	100%	\$ -			0								
63					Transportation Planning	410735-1-12-11	Consultant Charges		\$ -	Future Corridors	100%	\$ -											
64			Total District 5			\$ 1,133,741	\$ 204,867		\$ 1,133,741	\$ -	\$ -		\$ -		\$ -								
65		Dat Huynh	District 6	Transportation Planning	403487-1-11-08	In-House Charges	\$ 754,624	\$ 136,361	MPO and Local Gov't Support	40%	\$ 301,850			\$ -									
66									LRTP and TIP Development	30%	\$ 226,387			\$ -									
67									Project Development and Environmental	30%	\$ 226,387			\$ -									
68				Data Collection	403488-1-11-08	In-House Charges	\$ 224,093	\$ 40,494	Highway Data Collection	35%	\$ 78,433			\$ -									
69									RCI and SLD Updates	35%	\$ 78,433			\$ -									
70									Pavement Management Program	30%	\$ 67,228			\$ -									
71									Mapping and GIS Data Development	35%	\$ 105,000			\$ -									
72				Systems Planning	403489-1-11-08	In-House Charges	\$ 300,000	\$ 54,210	Systems Planning and Level of Service	35%	\$ 105,000			\$ -									
73									Special Studies	30%	\$ 90,000			\$ -									
74					Freight Planning	409419-8-12-01	Consultant Charges		\$ -	Freight Consultant	100%	\$ -			0								
75			Transportation Planning	431595-1-18-01	Other Agency		\$ -	Sweetwater SAMS Study	100%	\$ -			0										
76			Total District 6			\$ 1,278,717	\$ 231,064		\$ 1,278,717	\$ -	\$ -		\$ -		\$ -								
77		Ming Gao	District 7	Transportation	403491-1-11-17	In-House Charges	\$ 964,499	\$ 174,285	Transportation Planning	100%	\$ 964,499			\$ -									
78				Data Collection	403492-1-11-17	In-House Charges	\$ 53,583	\$ 9,682	Multimodal Systems: Data Collection	100%	\$ 53,583			\$ -									
79				Systems Planning	403493-1-11-17	In-House Charges	\$ 321,499	\$ 58,095	Multimodal Systems: Systems Planning	100%	\$ 321,499			\$ -									
80				Total District 7			\$ 1,339,581	\$ 242,062		\$ 1,339,581	\$ -	\$ -		\$ -		\$ -							
81		Carmen Monroy	Office of Policy Planning	Transportation Planning	403466-1-11-08	In-House Charges	\$ 3,400,000	\$ 614,380	Statewide Planning and Policy Analysis	47%	\$ 1,594,600			\$ -									
82											Intergovernmental Programs	53%	\$ 1,805,400			\$ -							
83											Statewide Planning and Policy Analysis	50%	\$ 97,132			\$ -							
84											Intergovernmental Programs	50%	\$ 97,132			\$ -							
85									\$ -	\$ -	Future Corridors	100%	\$ -										
86										\$ -	Florida Transportation Plan	100%	\$ -										
87										\$ -	Freight and Logistics Consultant	100%	\$ -			0							
88										\$ -	Intergovernmental Programs	100%	\$ -										
89										\$ -	Future Corridors	100%	\$ -			0							
90										\$ -	Future Corridors	100%	\$ -										
91										\$ -	Office of Policy Planning	100%	\$ -										
92										\$ -	FTP Implementation	100%	\$ -			0							
93						Total Policy Planning			\$ 3,594,264	\$ 649,484		\$ 3,594,264	\$ -	\$ -		\$ -		\$ -					
94				Data Collection	403467-1-11-08	In-House Charges	\$3,400,000	\$614,380	Highway Data Collection	20%	\$ 680,000			\$ -									
95									Highway Data Analysis	20%	\$ 680,000			\$ -									
96									Traffic Data	35%	\$ 1,190,000			\$ -									
97									Systems Support	25%	\$ 850,000			\$ -									
98									Planning For Automated Vehicles	100%	\$ 1,666,667			\$ -									
99									Planning For Automated Vehicles	100%	\$ 1,666,667												
100									Data Collection	192242-1-12-23	Consultant Charges	\$259,263	\$46,849	Highway Data Analysis	100%	\$ 259,263			\$ -				
101									Data Collection	192242-1-12-24	Consultant Charges	\$117,000	\$21,142	Highway Data Analysis	100%	\$ 117,000							
102										Data Collection	192203-1-12-05	Consultant Charges		\$ -	Traffic Data	100%	\$ -			0			

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
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5	Source:	Work Program	Work Program	Work Program	Work Program	Work Program	Calculated	FDOT Organization Structure	Est.	Calculated	Work Program	Est.	Calculated	Work Program	Est.	Calculated	
	Units:	Budget District	Item Description	Financial Project	Phase	Programmed Amount as of 4/27/16	18.07%	One or more Cost Centers	%	\$		%	\$		%	\$	
6																	
7	Notes: SPR Coordinator(s):	Includes every Budget District and Tallahassee Office that uses "HP" funds	"Transportation Planning" is all work not included in "Data Collection" and "Systems Planning"	These represent how expenditures are captured for the work program	Includes 100% of consultant costs and all eligible in-house cost categories	"HP.." and "HR.." Funds; Fund Allocation Types 1,4,6	Programmed spending eligible to use as SPR Match	Includes all organizational units for each Budget Entity and each General Type of Work, with management, administrative and other support functions distributed appropriately	Estimated Federal expenditures that add up to 100% of each General Type of Work	Includes all expenditures captured as of this date	Reflects any adjustments to Planned Expenditures based on needs	Includes all expenditures captured as of this date	Reflects any adjustments to Planned Expenditures based on needs				
103	Ed Hutchinson	Transportation Statistics Office	Data Collection	192203-1-12-06	Consultant Charges		\$ -	Traffic Data	100%	\$ -			0				
104			Transp. Planning	192203-1-12-35	Consultant Charges		\$ -	Planning For Automated Vehicles	100%	\$ -							
105			Data Collection	192203-1-12-93	Consultant Charges		\$ -	Traffic Data	100%	\$ -			0				
106			Data Collection	192203-1-12-94	Consultant Charges		\$ -	Traffic Data	100%	\$ -			0				
107			Data Collection	192203-1-12-96	Consultant Charges		\$ -	System Support	100%	\$ -			0				
108			Data Collection	192203-1-12-97	Consultant Charges		\$ -	Highway Data Analysis	100%	\$ -			0				
109			Data Collection	192203-1-12-95	Consultant Charges		\$ -	Traffic Data	100%	\$ -			0				
110			Data Collection	192203-1-12-83	Consultant Charges		\$ -	Traffic Data	100%	\$ -			0				
111			Data Collection	192203-1-12-98	Consultant Charges		\$ -	Highway Data Analysis	100%	\$ -			0				
112		Total TranStat				\$5,442,930	\$ 983,537			\$ 7,109,597	\$ -	\$ -			\$ -		
113	Huiwei Shen	Systems Planning Office	Systems Planning	403626-1-11-08	In-House Charges	\$ 3,400,000	\$ 614,380	Strategic Intermodal System Planning	50%	\$ 1,700,000		\$ -					
114								Systems Traffic Models	25%	\$ 850,000		\$ -					
115								Systems Management	25%	\$ 850,000		\$ -					
116			Systems Planning	405776-1-12-21	Consultant Charges		\$ -	Corridor Studies	100%	\$ -							
117			Systems Planning	192227-1-12-34	Consultant Charges		\$ -	SIS Program Support	100%	\$ -		0					
118			Systems Planning	191985-1-12-20	Consultant Charges	\$ 568		Systems Management	100%	\$ 568			0				
119			Systems Planning	192245-1-12-23	Consultant Charges	\$ 98,992	\$ 17,888	Systems Traffic Models	100%	\$ 98,992			0				
120			Systems Planning	405776-1-12-16	Consultant Charges			Systems Traffic Models	100%	\$ -			0				
121			Systems Planning	405776-1-12-18	Consultant Charges	\$ 99,450	\$ 17,971	Systems Management	100%	\$ 99,450			\$ -				
122		Systems Planning	405768-1-12-25	Consultant Charges	\$ 200,023	\$ 36,144	Systems Management	100%	\$ 200,023			\$ -					
123		Systems Planning	405768-1-12-22	Consultant Charges		\$ -	Transportation Modeling	100%	0			0					
124		Total Systems Planning				\$ 3,799,033	\$ 686,485				\$ -	\$ -			\$ -		
125	Ken Morefield	State Environmental Management Office	Environmental Management	414595-1-21-03	In-House Charges	\$ 1,429,915	\$ 258,386	Environmental Programs and Engineering	33%	\$ 471,872			0				
126								Natural and Community Resources	42%	\$ 600,564			0				
127								Project Screeing and Technologies	25%	\$ 357,479			0				
128		Total State Environmental Management				\$ 1,429,915	\$ 258,386			\$ 1,429,915	\$ -	\$ -			\$ -		
	Sonya Dudley	Assistant Secretary for Intermodal Systems Development	Planning Reserve	191826-1-11-01	In-House Charges	393,487	\$ 71,103			100%	\$ 393,487	0		\$ -			
129																	
	Sonya Dudley	Assistant Secretary for Intermodal Systems Development	Planning Reserve	191826-1-12-01	Consultant Charges	11,691,910	\$ 2,112,728			100%	\$ 11,691,910	0		\$ -			
130																	
	Sonya Dudley	Assistant Secretary for Intermodal Systems Development	Planning Reserve	191826-1-12-05	Consultant Charges		\$ -			100%	\$ -	0		\$ -			
131																	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
2		Table 5: Detailed Financial Summary of Florida's State Planning Research Program Part I, FY July 1, 2016 - June 30, 2017																
3		Column:	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	
4		Column Contents:	General Organizational Unit	General Type of Work	FDOT Project Number	Purpose of Funds	Federal Participation	Soft Match	Responsible Organizational Unit(s)	Planned Federal Programming		Federal Expenditures First Six Months			Federal Expenditures Second Six Months			
5		Source:	Work Program	Work Program	Work Program	Work Program	Work Program	Calculated	FDOT Organization Structure	Est.	Calculated	Work Program	Est.	Calculated	Work Program	Est.	Calculated	
6		Units:	Budget District	Item Description	Financial Project	Phase	Programmed Amount as of 4/27/16	18.07%	One or more Cost Centers	%	\$		%	\$		%	\$	
7		Notes: SPR Coordinator(s):	Includes every Budget District and Tallahassee Office that uses "HP" funds	"Transportation Planning" is all work not included in "Data Collection" and "Systems Planning"	These represent how expenditures are captured for the work program	Includes 100% of consultant costs and all eligible in-house cost categories	"HP.." and "HR.." Funds; Fund Allocation Types 1,4,6	Programmed spending eligible to use as SPR Match	Includes all organizational units for each Budget Entity and each General Type of Work, with management, administrative and other support functions distributed appropriately	Estimated Federal expenditures that add up to 100% of each General Type of Work		Includes all expenditures captured as of this date	Reflects any adjustments to Planned Expenditures based on needs		Includes all expenditures captured as of this date	Reflects any adjustments to Planned Expenditures based on needs		
132		Robert Emerson	Seaports Office	Evaluation of Cruise Options (Tampa Bay)	428022-1-12-07	Consultant Charges		\$ -	Seaport Office	100%	\$ -	0		\$ -				
133		Todd Gruenemeier	Freight and Logistics	Inter-connected Highway-Rail Grade Crossings	411771-1-12-14	Consultant Charges		\$ -	Rail Office	100%	\$ -	0		\$ -				
134		Diane Quigley	Transit	Planning Program Assistance	403678-1-12-02	Consultant Charges												
135		Diane Quigley	Transit	Planning Program Assistance	411048-1-12-03	Consultant Charges	\$50,000	\$ 9,035	Transit Office	100%	\$ 50,000	0						
136		Liz Stutts	Transit	Grants Program Assistance	411048-1-12-02	Consultant Charges		\$ -	Transit Office	100%								
137		Sonya Dudley	Assistant Secretary for Intermodal Systems Development	Planning Reserve	432576-1-B1-01	In-House Charges		\$ -		100%	\$ -							
138		Sonya Dudley	Assistant Secretary for Intermodal Systems Development	Planning Reserve	432576-1-B2-01	Consultant Charges		\$ -		100%	\$ -							
139		Sonya Dudley	Assistant Secretary for Intermodal Systems Development	Planning Reserve	433749-1-B2-01	Consultant Charges		\$ -		100%	\$ -							
140			Total Central Office				\$ 26,401,539	\$ 4,761,723			\$ 24,269,173	\$ -		\$ -				
141		Mina Ehsani	Program and Resource Allocation Office	Reserve	On Federal Books	Funds Reserved for First 4 Months of State Fiscal Year 2016/17		\$ -		100%	\$ -							
142			Total Planning				\$ 35,179,866	\$ 6,347,967			\$ 33,047,500	\$ -		\$ -				
143		Sonya Dudley	Assistant Secretary for Intermodal Systems Development	NCHRP Research (1/2 Annual Contribution)	191773-1-B1-08	Funding Action	\$ 1,038,332	\$ 187,627		100%	\$ 1,038,332	0		\$ -				
144		Sonya Dudley	Assistant Secretary for Intermodal Systems Development	NCHRP Research (1/2 Annual Contribution)	191773-1-B1-20	Funding Action		\$ -		100%	\$ -	0						
145			Total SPR Part 1				\$ 36,218,198	\$ 6,535,593			\$ 34,085,832	\$ -		\$ -				
146		Patti Brannon	Assistant Secretary for Engineering and Operations	NCHRP Research (1/2 Annual Contribution)	191773-1-B1-22	Funding Action	\$1,201,057	\$ 217,031	National Cooperative Highway Research Program (1/2 Annual Contribution)	100%								
147				Pooled Fund Studies	421883-1-B2-01	Funding Action	\$600,000	\$ 108,420	Pooled Fund Studies	100%								
148				FY17 Administrative	431604-1-B1-01	In-House Charges	\$175,000	\$ 31,623	FY 2017 Administrative	100%								
149				FY2017 Federal Projects	431604-1-B2-01	Consultant Charges	\$10,139,259	\$ 1,832,164	FY 2017 Federal Projects	100%								
150			Total SPR Part II				\$12,115,316	\$ 2,189,238										-
151			Total SPR Percent Research				34.44%											-
152			Total Research (includes Planning NCHRP)				\$13,153,648											
153		Dollar entries in this table are provided by the Work Program Development Office (Lee.Calhoun@dot.state.fl.us) and the Research Center (Patti.Brannon@dot.state.fl.us); estimated percentages are provided by the managers listed in Column B.																Edited 6/22/16
154																		