Virtual Meeting of the MPO Board
Tuesday, July 28, 2020, 9:00 a.m.

The County Center and Plan Hillsborough offices are closed to the public in response to the COVID-19 pandemic. Technical support during the meeting may be obtained by contacting Lionel Fuentes at (813) 273-3774 ext. 326.

To view presentations and participate from your computer, tablet or smartphone, go to: https://attendee.gotowebinar.com/register/2353612799182148108
Register in advance to receive your personalized link, which can be saved to your calendar.

Dial-in participants may refer to the agenda packet, presentations, and supplemental materials posted on the MPO’s online meeting calendar.

Agenda

I. Call to Order, Pledge of Allegiance & Invocation

II. Roll Call (Clerk)

III. Approval of Minutes – June 30, 2020

IV. Public Comment - 3 minutes per speaker, 30 minutes total; as needed, additional time may be provided later in the agenda.

Public comments are welcome, and may be given in person at this virtual meeting, by logging into the website above and clicking the “raise hand” button. Staff will unmute you when the chair recognizes you. Comments may also be phoned in during the meeting by dialing 813-273-3774 ext. 600.

Comments may also be provided up to 5pm the day before the meeting:
• by leaving a voice message at (813) 273-3774 ext. 369
• by e-mail to mpo@plancom.org
• by visiting the event posted on the MPO Facebook page

Advance comments will be provided in full to the board members and verbally summarized during the meeting by MPO staff.

V. Committee Reports & Advance Comments (Bill Roberts, CAC Chair and Wanda West, MPO Staff)

VI. Action Items - All actions will be by Roll-Call Vote

A. Committee Appointments (Cheryl Wilkening, MPO Staff)

B. Vision Zero Speed Management Action Plan (Paula Flores, MPO Consultant)
C. USF Fellowship Agreement Renewal (Meghan Betourney, MPO Staff)
D. General Planning Consultant Contracts (Meghan Betourney, MPO Staff)

VII. Status Reports
A. Tampa Bay Next Update (FDOT Representative)

VIII. Executive Director’s Report

- Independent Oversight Committee for the Transportation Sales Surtax, annual public hearing
- MPO Vision Zero Leadership Summit: Tuesday, September 22, 9am-Noon, Julian B. Lane Riverfront Center & Virtual (replaces Policy Cmte.)

IX. Old & New Business

X. Adjournment

XI. Addendum
A. Announcements
- Hillsborough MPO Approves Transportation Improvement Program
- Planning & Design Awards – Call for Applications

B. Project Fact Sheets & Other Status Reports
- It’s Time Hillsborough 2045 Transportation Plan Executive Summary 508-compliant brochure and Spanish translation
- FDOT Florida Transportation Plan: Vision Element, 2020 Update
- MPO pages, FY21 Recommended Budget of Hillsborough County

C. Correspondence
- To Tampa City Council Re: City Corridor Planning Process
- To FDOT District Secretary on FY21-FY25 TIP

D. Articles Relating to MPO Work
- Hillsborough, Pinellas, Pasco Counties work together on transportation in extreme weather event | WUSF | 07.15.20
- It could cost billions to get key Tampa Bay roads ready for future severe weather, study says | Tampa Bay Times | 07.11.20
- Hillsborough MPO Board approves the Transportation Improvement Program (TIP) | Tampa Bay Newswire | 07.03.20
- The Hillsborough Metropolitan Planning Organization narrowly voted to keep the controversial highway construction
The full agenda packet is available on the MPO's website, www.planhillsborough.org, or by calling (813) 272-5940.

The MPO does not discriminate in any of its programs or services. Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Learn more about our commitment to non-discrimination.

Persons needing interpreter services or accommodations for a disability in order to participate in this meeting, free of charge, are encouraged to contact Joshua Barber, 813-273-3774 x313 or barberj@plancom.org three business days in advance of the meeting. Also, if you are only able to speak Spanish, please call the Spanish helpline at (813) 273-3774, ext. 211.

Si necesita servicios de traducción, el MPO ofrece por gratis. Para registrarse por estos servicios, por favor llame a Johnny Wong directamente al (813) 273-3774, ext. 370 con tres días antes, o wongj@plancom.org de cerro electrónico. También, si sólo se puede hablar en español, por favor llame a la línea de ayuda en español al (813) 273-3774, ext. 211.

In accordance with Title 17 U.S.C. Section 107, materials attached are for research and educational purposes, and are distributed without profit to MPO Board members, MPO staff, or related committees or subcommittees the MPO supports. The MPO has no affiliation whatsoever with the originator of attached articles nor is the
MPO endorsed or sponsored by the originator. Persons wishing to use copyrighted material for purposes of their own that go beyond ‘fair use’ must first obtain permission from the copyright owner.

If a person decides to appeal any decision made by the board, he or she will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.
The Metropolitan Planning Organization (MPO), Hillsborough County, Florida, met in Regular Meeting and Public Hearing, scheduled for Tuesday, June 30, 2020, at 6:00 p.m., held telephonically.

The following members were present:

Lesley Miller Jr., Chairman
Charles Klug for Paul Anderson (arrived at 6:04 p.m.)
Joseph Citro

John Dingfelder
Ken Hagan
Adam Harden
Pat Kemp
Joe Lopano

Rick Lott
Guido Maniscalco
Michael Maurino
Kimberly Overman
Andrew Ross
Mariella Smith
Cindy Stuart
Joseph Waggoner

Commissioner, Hillsborough County
Chief Executive Officer (CEO), Tampa Port Authority
Councilman, City of Tampa (Tampa) City Council
Councilman, Tampa City Council
Commissioner, Hillsborough County
Commissioner, Hillsborough County
HART
Commissioner, Hillsborough County
CEO, Hillsborough County Aviation Authority
Mayor, City of Plant City
Councilman, Tampa City Council Planning Commission
Commissioner, Hillsborough County
Vice Mayor, City of Temple Terrace Commissioner, Hillsborough County
Hillsborough County School Board Tampa-Hillsborough Expressway Authority

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND INVOCATION

Chairman Miller called the meeting to order at 6:01 p.m. and led in the pledge of allegiance to the flag and invocation.

II. ROLL CALL AND QUORUM DECLARATION

The Deputy Clerk called the roll and noted a quorum was present. Chairman Miller explained the meeting procedure.

III. APPROVAL OF MINUTES – MAY 13, 2020

Chairman Miller called for a motion to approve the minutes. Commissioner Overman moved to approve, seconded by Commissioner Kemp. Upon roll call vote, the motion carried sixteen to zero.
TUESDAY, JUNE 30, 2020

IV. PUBLIC COMMENT ON ITEMS OTHER THAN TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Chairman Miller verified with Ms. Beth Alden, MPO Executive Director, there was no public comment on items other than the TIP.

V. COMMITTEE REPORTS

Mr. Bill Roberts, MPO Citizen Advisory Committee (CAC), and Ms. Wanda West, MPO, shared the reports.

VI. CONSENT AGENDA

A. Committee Appointments
B. Public Participation Plan Measures of Effectiveness, 2018-2019
C. Public Participation Plan Amendments

Chairman Miller called for a motion to approve the Consent Agenda. Commissioner Overman so moved, seconded by Mr. Harden. Upon roll call vote, the motion carried sixteen to zero.

VII. PUBLIC HEARING: TIP ANNUAL UPDATE

TIP for October 1, 2020, through September 30, 2025

Chairman Miller introduced the item.

Staff Presentation

Ms. Sarah McKinley, MPO, presented the item.

Public Comment

The following individuals favored the TIP: Messrs. Rick Homans, Dave Sobush, and David Green, Tampa Bay Area Regional Transit Authority; Ms. Karen Kress, Tampa Downtown Partnership Incorporated; and Mr. Donald Skelton, The Westshore Alliance Incorporated.

Dr. Douglas Jesseph, University of South Florida (USF), supported the MPO CAC recommendation of removing Items 31, 32, 43045, and 431746 from the TIP and expounded on the historical racism of the interstate system in Tampa and flawed economic modeling by the Florida Department of Transportation (FDOT).
Attorney Ricardo Fernandez, Tampa Heights Civic Association Incorporated (THCA), urged the Board to strike Tampa Bay Next (TBN) Sections 5, 6, 7, and 8 from the TIP and expressed concerns the FDOT were obfuscating proposals.

Ms. Gloria Jean Royster ceded time to Ms. Michelle Cookson.

Attorney Hoyt Prindle III requested the MPO strike Items 5, 6, 7, and 8, regarding TBN, from the TIP.

Mr. Shane Ragiel, THCA, spoke against Items 32 and 33.

Mr. Mauricio Rosas touched on the proposed exit ramp on 14th and 15th Streets, the intersection of Hillsborough and Florida Avenues, the need for communication between FDOT and Tampa, and Interstate (I) 275 impeding growth in East Tampa.

Mr. Joshua Frank asserted the only way to decrease congestion was to reduce the number of cars on the road.

Ms. Michelle Cookson was against widening highways and wanted TBN struck from the TIP.

Mr. Robert Rohrlack and Attorney Ronald Weaver, Greater Tampa Chamber of Commerce Incorporated, praised the TIP.

Ms. Dayna Lazarus applauded HART and the TBARTA vanpool and sought to remove the downtown interchange from the TIP and prioritize multimodal projects.

Mr. Christopher Gleason addressed the uncertainty of transportation demands due to COVID-19 and the need to move away from single occupancy vehicles.

Ms. Catherine Hartley praised the MPO CAC recommendations to remove TBN from the TIP, discussed potential FDOT data manipulation, and favored the boulevard option for I-275.

Mr. James DeMauro objected to adding interstate lanes to overburdened neighborhoods.

Ms. Lena Young Green sought the removal of TBN and emphasized the MPO CAC recommendations.
Mr. Brenton Wiernik, USF, did not feel the TIP included adequate provisions for long term planning of regional transit options.

Mr. Joseph McDuffy stated the building of interstate lanes destroyed city roads in Westshore Palms and called for new ideas in transportation planning.

Ms. Michelle Johnson supported the preservation of neighborhoods, Americans with Disabilities Act of 1990 compliant sidewalks/crosswalks, and safety improvements in the Westshore area.

Ms. Alexandra Wolffe was against expanding the highway in the Westshore area.

Summary of Comments Submitted in Advance

Ms. West provided the summary.

Board Discussion and Action

After touching on technical difficulties and the work done by the MPO, Mayor Lott moved to approve the TIP amendment as presented by staff, seconded by Mr. Lopano.

Commissioner Kemp moved an amendment to remove Line 32; to widen I-275 north to Bearss Avenue, the item was to put 24 feet of more pavement from Dr. Martin Luther King Jr. Boulevard to Bearss Avenue, offered remarks on I-275 usage and local opposition, and presented the amendment to take Line 32 out of the TIP, seconded by Councilman Maniscalco. Mr. Lopano opposed the amendment. On request from Chairman Miller, Commissioner Kemp restated the amendment was to remove Line 32 from the TIP; that was the line that widened I-275 between Dr. Martin Luther King Jr. Boulevard and Bearss Avenue, adding 24 feet of two lanes, one lane in each direction, 24 additional feet. Chairman Miller sought clarity on the expansion, which District Secretary David Gwynn, FDOT, addressed. Commissioner Overman questioned why the project extended to Bearss Avenue and stated improvements were needed from Dr. Martin Luther King Jr. Boulevard to the downtown interchange. Councilman Dingfelder inquired about increased air pollution and changes in commuter data due to COVID-19 impacts. In response to Chairman Miller, Mr. Gwynn summarized the projects related to Hillsborough Avenue. Upon roll
call vote, ▶ the amendment failed seven to eight; Members Dingfelder, Klug, Lopano, Lott, Maurino, Ross, Stuart, and Waggoner voted no. (Commissioner Hagan was out of the room.)

▶ Commissioner Kemp moved an amendment to remove entryway to 14th and 15th Streets in Ybor City and to reconfigure in some way, to not allow for that entry, seconded by Councilman Maniscalco. In response to Commissioner Overman, ▶ Ms. Alden noted the item was part of the downtown interchange project. Councilman Dingfelder queried if the Ybor City exits were standalone items or if the motion affected the entirety of the downtown interchange, which Ms. Alden and Mr. Gwynn addressed. ▶ Chairman Miller asked if the flyover from I-275 to I-4 was contingent on an interstate exit at 14th Street. Commissioner Smith sought clarity on the source of the request for an exit at 14th Street. Councilman Dingfelder questioned what relief the item would provide for the 21st and 22nd Streets interstate exit. Upon roll call vote, ▶ the amendment failed six to ten; Members Dingfelder, Hagan, Harden, Klug, Lopano, Lott, Maurino, Ross, Stuart, and Waggoner voted no.

Referencing the recommendations of the MPO CAC on Section 5 of the TBN, in between I-275 and Westshore Downtown, ▶ Councilman Citro moved an amendment to remove the section, seconded by Councilman Maniscalco. Commissioner Smith requested the motion be repeated. ▶ Councilman Citro restated the amendment was the MPO CAC motion, to accept that, which was to strike the Section 5 of TBN, which was the construction or part of the construction from I-275, between Westshore and Downtown Tampa. Upon roll call vote, ▶ the motion failed four to twelve; Chairman Miller and Members Dingfelder, Hagan, Harden, Klug, Lopano, Lott, Maurino, Ross, Smith, Stuart, and Waggoner voted no.

After remarks on toll lanes and reviewing projects for equity, ▶ Commissioner Smith asked if there was the possibility of an amendment to strike the language that committed the County to toll lanes in the TIP, which Mr. Gwynn addressed, and sought confirmation the TIP did not commit the County to toll lanes. ▶ Commissioner Overman proposed amending the TIP to eliminate toll features associated with the design without coming back to the MPO for approval. Councilman Dingfelder spoke against toll lanes. Councilman Citro touched on a motion by the Tampa Community Redevelopment Agency seeking the removal of toll lanes and expressed concerns about West
Tampa citizens not being able to utilize the toll lanes. Mayor Lott questioned the impact of removing toll lanes from the TIP and clarified the FDOT would work on alternatives to toll lanes. Mr. Lopano believed the airport was a major economic engine and advocated for airport access. Mr. Waggoner referenced premium transit and the reinvestment of toll revenues.

Following discussion on express/toll lanes and future projects, Commissioner Overman moved that future TIP projects must outline specifically whether or not the projects were toll design-dependent; any future transit projects, not already approved and designed, were required to outline if the projects were toll-specific in design, as a policy approval to amend the TIP and future TIP policy. In answer to Commissioner Kemp, Commissioner Overman clarified the motion was any future transportation project that incorporated an express lane or express traffic specifically outline whether or not the project was toll-dependent, seconded by Commissioner Kemp. (The motion was subsequently withdrawn.)

Chairman Miller asked if the amendment affected the TIP or was a policy change. Councilman Dingfelder did not want to jeopardize funding, inquired if the project was presented to the State with toll lanes, and opposed tolling. Mayor Lott suggested a motion that requested FDOT continue considering and discussing alternatives to tolling as a congestive management strategy. Dialogue ensued. Mayor Ross asserted the motion was improper because it was not an amendment. Ms. Alden clarified the TIP did not commit the MPO to toll lanes, proposed a resolution or an amendment at a later date to approve the TIP contingent on FDOT working with the MPO on the policy for express lane management. Senior Assistant County Attorney Cameron Clark noted procedures for removing projects from the TIP and suggested a policy or resolution to direct FDOT that any time a project was one year away from the design stage that the FDOT identify if there would be any toll lanes associated with the project. Upon discussion on which projects in the TIP were in the design phase, Commissioner Overman withdrew the amendment.

Commissioner Kemp moved an amendment to remove Line 46 from the TIP; that was the automated vehicle infrastructure what HART $5 million requested in the TIP, and opined the item was an inappropriate priority for transit. Councilman Dingfelder seconded the amendment. Noting difficulty obtaining information on the project, Commissioner Smith believed the project was aspirational and supported the motion. Mr. Waggoner questioned what agency
TUESDAY, JUNE 30, 2020

put the project forward, clarified the project was not funded, and inquired if the HART board approved the projects. Commissioner Smith stated the HART board did not approve the submitted projects. Upon roll call vote, the amendment failed seven to nine; Chairman Miller and Members Hagan, Klug, Lopano, Lott, Maurino, Ross, Stuart, and Waggoner voted no.

Commissioner Kemp moved an amendment to move the CSX study from Line 48 in the TIP up to Line 33 to give the study a higher priority in the TIP; to do a study of the CSX tracks to make it possible to look at converting them from freight to passenger, seconded by Commissioner Overman. Mr. Harden queried if the item could be moved further up the list. Mayor Lott asked if there was a reason why the project wasn’t moved up previously and if Ms. Alden supported prioritizing the project. Upon roll call vote, the amendment carried nine to seven; Chairman Miller and Members Hagan, Lopano, Lott, Maurino, Ross, and Stuart voted no.

Upon roll call vote, the amended motion carried thirteen to three; Chairman Miller and Members Kemp and Maniscalco voted no.

VIII. EXECUTIVE DIRECTOR’S REPORT

- Board Workshop on Managed Lanes Rescheduled From June 19, 2020, to October 14, 2020, in place of Regular Board Meeting

- MPO Board to Recess in July; Next Board Meeting: Tuesday, August 4, 2020, 9:00 a.m.; Next Policy Committee Meeting: July 28, 2020, 9:00 a.m., Location To Be Announced (TBA)

- Tampa Bay Transportation Management Area Group and MPO Chairs Coordinating Committee and Joint Session with Central Florida MPO Alliance July 10, 2020, starting at 9:30 a.m., Location TBA

- MPO Vision Zero Leadership Summit: Tuesday, September 22, 2020, 9:00 a.m. - 12:00 p.m., Julian B. Lane Riverfront Center and Virtual

Ms. Alden expounded on background material and announced the MPO would meet on July 28, 2020.
IX. OLD AND NEW BUSINESS

A. Transportation Disadvantaged Coordinating Board (TDCB) Chair Designation by MPO Chairman

Seeing no volunteers, Chairman Miller appointed Commissioner Smith as the Chair of the TDCB.

B. Other Old or New Business – None.

X. ADDENDUM

A. Announcements

• MPO’s Plant City Transit Plan Survey
• TBARTA’s Regional Rapid Transit Project Survey

B. Project Fact Sheets and Other Status Reports

• Vision Zero Quarterly Report – Spring 2020
• The Invest in America Act – U.S. House Announcement
• T4A Summary of the Invest in America Act

C. Correspondence

• From FDOT Secretary Thibault: FDOT Managed Lane Policy May 7, 2020
• To U.S. Department of Transportation Secretary Chao RE: BUILD Grant for Interstate 75 Big Bend Road
• To TBARTA RE: Envision 2030 Regional Transit Development Plan (TDP)
• From TBARTA RE: Envision 2030 Regional TDP
• From FDOT District Secretary on Traffic Fatalities April 27, 2020, through May 9, 2020

D. Articles Relating to MPO Work

• “Census Data Shows Tampa AMONG Highest Income and Home Ownership Disparities for African Americans” – FOX 13 News Tampa Bay
TUESDAY, JUNE 30, 2020

- “Hillsborough County Commission Votes to Move Forward with Racial Inequity Study” - News Channel 8
- “Crashes are down more than 50 percent across Tampa Bay and Florida” - Tampa Bay Times

XI. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:53 p.m.

READ AND APPROVED: ____________________________ CHAIRMAN

ATTEST:
PAT FRANK, CLERK

By: ____________________________
   Deputy Clerk

ag
Meetings of the Citizens Advisory Committee (CAC) on June 23 and July 15

The Citizens Advisory Committee took its summer recess and so did not have a regular monthly meeting in July. However, the CAC held two events since the last report:

- An ad hoc subcommittee met on June 23rd to draft a resolution taking a stand against discrimination and promoting racial equity; it is expected the CAC to act on it at their August meeting;
- A workshop was held on July 15th to delve into a fiscal impact analysis by the CAC representative from Plant City. The CAC went over his analysis and heard from several invited guests who have used this kind of thinking to inform their development decisions.

Meeting of the Bicycle/Pedestrian Advisory Committee (BPAC) on July 8

The BPAC also took a summer recess, instead holding a virtual workshop to discuss items for future consideration by the committee. Ideas from committee members included:

- several candidates for neighborhood greenways,
- engagement with local elected officials, and
- speed reduction and enforcement methods.

Requests were made for presentations from the City of Tampa and Hillsborough County staff focusing on planned and recently completed pedestrian and bicycle projects. Committee members also supported additional speed studies including areas around USF and the need for more consistent maintenance of existing bicycle and pedestrian facilities throughout the County.

Meeting of the Intelligent Transportation Systems (ITS) Committee on July 9

The ITS committee held its quarterly meeting using a virtual videoconferencing service and heard status reports including:

- Performance evaluation of the e-scooter deployment in the City of Tampa;
- Smart Cities Mobility Plan Scope review;
- Ceve Pilot: Lessons Learned; and
- Tampa Bay Next Update: Westshore SafeTRIP.

Committee members had a lengthy discussion on the lessons learned from the Ceve Pilot regarding data governance. They suggested expanding the conversation to include members of the Smart Cities Alliance at a future meeting.
Regional Meetings on July 10: MPO Chairs Coordinating Committee (CCC) of West Central Florida and Tampa Bay Transportation Management Area (TMA) Leadership Group

The CCC for Hillsborough, Pinellas, Pasco, Polk, Hernando/Citrus, and Sarasota/Manatee MPOs met for an annual review of regional priorities, and was advised by a preceding meeting of the tri-county TMA Leadership Group.

The CCC approved by consensus:

✓ An updated priority list for the Transportation Regional Incentive Program;
✓ An updated priority list for Regional Multi-Use Trails, including SUNTrail corridors.

The Tampa Bay Area Regional Transportation Authority (TBARTA) provided a briefing on the new Regional Transit Development Plan. TMA group members discussed the role of TBARTA and local transit agencies in delivering transit in the region, and came back to the need to work together to expand funding for both local and regional transit services. This topic will be explored in greater depth at the September quarterly meeting of the TMA.

The CCC was also briefed on a Regional Long Range Transportation Plan summary document that is currently being drafted, to reflect and highlight the regional priority projects in the member MPOs’ recent and current long range transportation plan updates.

Following the CCC’s business meeting, a joint meeting was held with the Central Florida MPO Alliance, including a panel discussion with three FDOT District Secretaries and the Assistant Secretary of FDOT.
The purpose of the Transportation Disadvantaged Coordinating Board (TDCB) is to assist the MPO in identifying local service needs and providing information, advice, and direction to the Community Transportation Coordinator (CTC) on the coordination of services to be provided to the transportation disadvantaged pursuant to Section 427.0157, Florida Statutes. The following persons have been nominated to serve on the TDCB:

- Councilmember Gil Schisler, for HART

The Intelligent Transportation Systems (ITS) Committee is responsible for assisting in the development of Intelligent Transportation System planning work programs, as well as reviewing ITS related studies, reports, plans, projects. The following individuals have been nominated by their respective agencies:

- Daniel Buidens, FDOT advisor
- Judith Villegas, alternate for THEA

The Citizens Advisory Committee (CAC) shall be responsible for providing information and overall community values and needs into the transportation planning program of the MPO; evaluating and proposing solutions from a citizen's perspective concerning alternative transportation proposals and critical issues; providing knowledge gained through the CAC into local citizen group discussions and meetings; and establishing comprehension and promoting credibility for the MPO Program. CAC members serve two-year terms, and the following current members have been nominated:

- Don Skelton, Jr. for Tampa Port Authority

**Recommended Action**

That the MPO confirm the above appointments

**Prepared By**

Cheryl Wilkening

**Attachments**

None
Board & Committee Agenda Item

**Agenda Item**
Vision Zero Speed Management Action Plan

**Presenter**
Paula Flores, GPI, MPO Consultant

**Summary**
With the concerning numbers of people hurt and killed on roadways in Hillsborough County, a multi-pronged approach will be needed to achieve a reduction in injuries and deaths. It is well documented that speed plays a significant role in the potential to avoid a crash altogether or, because of the exponential relationship between speed and force, to at least survive.

One of the strategies outlined in the MPO’s Vision Zero Action Plan specifically calls for a deeper dive into how to set target speeds suitable to the surrounding context of land uses. Last year, the MPO Board decided to sponsor such a study of speed management and safety, focusing on severe crash corridors in Hillsborough County. Stakeholder meetings have been held to help guide how to select and treat roads where excessive speed has been a factor in the crash history.

A presentation will be given on the methodology used to prioritize the high injury network corridors; to share recommended countermeasures; and to document the need for speed management to systematically reduce serious injuries caused by crashes.

**Recommended Action**
Approve the Vision Zero Speed Management Action Plan and forward to the MPO for approval.

**Prepared By**
Gena Torres

**Attachments**
- Presentation slides
- Vision Zero Speed Management Action Plan
What it is:
- Furtherance of Hillsborough MPO Vision Zero policy
- Furtherance of Hillsborough Complete Streets policy
- Next step toward reducing fatal and serious injury crashes
- Identification of national best practices on speed management
- Update on TOP20 HIN trends and potential solutions

What it is not:
- A new policy statement
- Directive to any agency
Vision Zero Action Plan

- Future is not like the past
- Consistent & Fair
- Paint Saves Lives
- One message, many voices

Future will not be like the past - Goal1

Short-term action
- Enhance requirements in local land development codes

Mid-term actions
- Enhance requirements in technical manuals
- Revisit and update maintenance of traffic policies
- Provide professional training opportunities

Long-term action
- Develop context classifications and target speeds within Vision Zero corridors, consistent with FDOT Complete Streets guidelines.
Florida - most dangerous state for pedestrians and bicyclists in recent history

- Nations Top 10 metro areas with highest pedestrian fatalities
  - Cape Coral
  - Palm Bay
  - Orlando
  - Jacksonville
  - Daytona Beach
  - Lakeland
  - Tampa/St. Petersburg
  - Sarasota/Bradenton

WHY IS IT IMPORTANT?

On average, a person is dying on Hillsborough streets every other day!
GOAL
• Improve public health and safety by reducing road fatalities and serious injuries.

DESIRED OUTCOMES
• Improved safety experience for all road users - pedestrians, bicyclists, and motorists.
• Increase awareness of the dangers of speeding.
• Institutionalize good practices in road design, traffic operations, engagement, enforcement and safety.
• Identify supportive policies, programs and infrastructure improvements to meet safety goal.
• Obtain cooperation and support of stakeholders.

SPEED MANAGEMENT ACTION PLAN - Study Scope
• Task 1 - Stakeholder Involvement
• Task 2 - Speed Management Practices
• Task 3 - Corridor Prioritization
• Task 4 – Next30 High Injury Corridors
• Task 5 - Speed Management Action Plan
Task 1 - STAKEHOLDER ENGAGEMENT

Partners & Stakeholders

- Hillsborough County MPO
- Hillsborough County
- Hillsborough County School District
- City of Tampa
- City of Temple Terrace
- Plant City
- Law Enforcement
- FDOT
- HART
- THEA
- Florida Health Department

Task 2 - SPEED MANAGEMENT PRACTICES

- Existing Speed Management Practices
- Industry Best Practices
  - Statewide & National
...incremental progress is no longer acceptable given the increasingly rapid advances in technology and the wealth of knowledge about how to prevent crashes... with the right **policies, technologies**, and **strategy**, we could **prevent all roadway deaths**

USDOT, National Safety Council

**MANAGING SPEED**

- Speeding kills more than 10,000/year
- On par with drunk driving
- Doesn’t carry the same social consequences
- 30% of all fatal crashes nationwide
- Societal cost = $40 Billion annually
- National problem, **effective solutions must be applied locally**

Source: USDOT, NHTSA 2016 Traffic Safety Facts
SPEED TAKES THE BACK SEAT

PEDESTRIAN FATALITY & SERIOUS INJURY RISK

18%  50%  77%

20 MPH  30 MPH  40 MPH

CONES OF VISION

Source: FHWA Achieving Multimodal Networks

SPEED MATTERS MOST

FOR A SAFER NYC
SPEED LIMIT 25
VISION ZERO

Vision Zero Network
@VisionZeroNet

As traffic deaths soar, #VisionZero cities pursue lower speed limits & new road design. Learn why Portland leads the movement in our upcoming webinar: bit.ly/2yNeqOB
SPEED LIMIT REDUCTION RESULTS

Seattle
- 40% in crashes
- 30% in injury crashes

NYC
- 14% in crashes
- 49% in pedestrian crashes
- 42% in bicyclist crashes

Mexico City
- 18% in crashes

Boston
- 30% in speeds over 35 MPH

Other Cities
- Washington, DC
- Portland, OR
- Cambridge, MA
- Albuquerque, NM
- Nashville, TN
- Minneapolis
- St. Paul
- Boulder, CO

Task 2 - WHAT IS SPEED MANAGEMENT?

SPEED MANAGEMENT PLAN ATTRIBUTES:
- Data-driven - crash, roadway, user, landuse data
- Applying road design, traffic operations, & safety measures
- Setting “appropriate/rational/desirable/safe” speed limits
- Institutionalize good practices
- Supportive enforcement efforts
- Effective outreach & public engagement
- Cooperation by traffic safety stakeholders

Source: USDOT, SPEED MANAGEMENT PROGRAM PLAN, MAY 2014
Task 2 - WHAT IS SPEED MANAGEMENT?

FLETCHER AVENUE COMPLETE STREETS PROJECT
BEFORE / AFTER Analysis

- Fatal crashes reduced by ~60%
- Serious injury crashes reduced by ~46%
- Average vehicle speeds reduced
- Over 83% of compliance by pedestrians and over 97% compliance by motorists at midblock crossings
- Traffic volumes increased
- Depending on direction of travel, average travel times either decreased, remained the same, or increased at the most by 87 seconds

Notable improvements:
- Speed limit reduced from 45mph to 35mph
- 5 mid-block crossings with RRFB’s
- 1 mid-block crossing with full signal
- LED lighting as pedestrian crossings
- Landscaped refuge islands, medians, and raised separators

Task 3 - CORRIDOR PRIORITIZATION

- Evaluate Top 20 HIN Corridors
- Develop Metrics for Prioritization
  - Severity
  - Equity
  - Focus on Pedestrian Crashes
  - Proximity to Schools
  - Ease of Implementation

PROTECT #EVERYSCHOOL WITH SPEED SAFETY CAMERAS

Education  Engineering  · Enforcement  Equity  Evaluation
**Fatal Crash Characteristics**

- < 35 Years Old: 67%
- Speed Limit 40+: 92%
- Non-Intersections: 59%
- Non-Peak Hours: 83%
- 4 or more travel lanes: 59%
- 53% occurred on "dark-lighted" streets

**Aggressive Driving/Speeding**
Erratic, reckless, aggravated maneuvers, ran off road, exceeded speed limit, ran red light, careless or negligent

**HIN Crash Statistics (2014-2018)**

**Example Assessment - Posted Speed & Context Class**

<table>
<thead>
<tr>
<th>Corridor</th>
<th>Road Classification</th>
<th>Context Classification</th>
<th>ITE/CNU Class</th>
<th>Posted Speed (MPH)</th>
<th>Conflict Range (MPH)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brandon Blvd from Falkenburg Rd to Dover Rd</td>
<td>Principal Arterial</td>
<td>C3 (35-55)</td>
<td>25-35 Max</td>
<td>45,50,55</td>
<td>10-20</td>
</tr>
<tr>
<td>Gibsonston Dr/Boyette Rd from I-75 to Balm Riverview Rd</td>
<td>Arterial</td>
<td>C3 (35-55)</td>
<td>25-35 Max</td>
<td>45</td>
<td>10</td>
</tr>
<tr>
<td>Hillsborough Ave from Longboat Blvd to Florida Ave</td>
<td>Principal Arterial</td>
<td>C3 (35-55)</td>
<td>25-35 Max</td>
<td>45,50</td>
<td>10-15</td>
</tr>
<tr>
<td>Fletcher Ave from Armenia Ave to 50th St</td>
<td>Principal Arterial</td>
<td>C3 (35-55)</td>
<td>25-35 Max</td>
<td>35,40,45</td>
<td>5-10</td>
</tr>
<tr>
<td>Dale Mabry from Hillsborough Ave to Bearss Ave</td>
<td>Principal Arterial</td>
<td>C3-C4 (35-45)</td>
<td>25-35 Max</td>
<td>45</td>
<td>10</td>
</tr>
<tr>
<td>Lynn Turner from Gunn Hwy to Ehrlich Rd</td>
<td>Arterial</td>
<td>C3 (35-55)</td>
<td>25-35 Max</td>
<td>45</td>
<td>10</td>
</tr>
<tr>
<td>Meridian Ave from Channelside Dr to Twiggs St</td>
<td>Arterial</td>
<td>C6 (25-30)</td>
<td>25-30 Max</td>
<td>40</td>
<td>10</td>
</tr>
<tr>
<td>Bruce B Downs from Fowler Ave to Bearss Ave</td>
<td>Arterial</td>
<td>C3 (35-55)</td>
<td>25-35 Max</td>
<td>45</td>
<td>10</td>
</tr>
<tr>
<td>50th/56th St from MLK Blvd to Hillsborough Ave</td>
<td>Principal Arterial</td>
<td>C3 (35-55)</td>
<td>25-35 Max</td>
<td>45</td>
<td>10</td>
</tr>
<tr>
<td>15th St from Fowler Ave to Fletcher Ave</td>
<td>Collector</td>
<td>C4 (30-45)</td>
<td>25-35 Max</td>
<td>30</td>
<td>0</td>
</tr>
<tr>
<td>Big Bend Road from US41 to I-75</td>
<td>Arterial</td>
<td>C3 (35-55)</td>
<td>25-35 Max</td>
<td>45</td>
<td>10</td>
</tr>
<tr>
<td>US301 from I-75 to Adamo Dr</td>
<td>Principal Arterial</td>
<td>C3 (35-55)</td>
<td>25-35 Max</td>
<td>50</td>
<td>15</td>
</tr>
<tr>
<td>Sheldon Rd from Hillsborough Ave to Water Ave</td>
<td>Arterial</td>
<td>C3 (35-55)</td>
<td>25-35 Max</td>
<td>45</td>
<td>10</td>
</tr>
<tr>
<td>I-4 from I275 to 22nd St</td>
<td>Freeway</td>
<td>Urban (60-70)</td>
<td>60-70</td>
<td>55</td>
<td>0</td>
</tr>
<tr>
<td>56th St from Sligh Ave to Busch Blvd</td>
<td>Principal Arterial</td>
<td>C4 (30-45)</td>
<td>25-35 Max</td>
<td>35,45</td>
<td>10</td>
</tr>
<tr>
<td>I275 from Howard Frankland Bridge to Busch Blvd</td>
<td>Freeway</td>
<td>Urban (60-70)</td>
<td>60-70</td>
<td>55,60</td>
<td>0</td>
</tr>
<tr>
<td>Kennedy Blvd from Dale Mabry to Ashley Dr</td>
<td>Principal Arterial</td>
<td>C4 (30-45)</td>
<td>25-35 Max</td>
<td>40,45</td>
<td>10</td>
</tr>
<tr>
<td>78th St from Causeway Blvd to Palm River Rd</td>
<td>Arterial</td>
<td>C4 (30-45)</td>
<td>25-35 Max</td>
<td>45</td>
<td>10</td>
</tr>
<tr>
<td>CR575/Mango Rd from MLK Blvd to US92</td>
<td>Arterial</td>
<td>C4 (30-45)</td>
<td>25-35 Max</td>
<td>45</td>
<td>10</td>
</tr>
<tr>
<td>Florida Ave from Waters Ave to Linebaugh Ave</td>
<td>Arterial</td>
<td>C4 (30-45)</td>
<td>25-35 Max</td>
<td>40,45</td>
<td>5-10</td>
</tr>
</tbody>
</table>

*Designing Walkable Urban Thoroughfares: A Context Sensitive Approach- An ITE Recommended Practice, ITE, CNU, 2010*
SPEED TAKES THE BACK SEAT

PEDESTRIAN FATALITY & SERIOUS INJURY RISK

18% - 20 MPH
50% - 30 MPH
77% - 40 MPH

Prioritization Factors

• Posted speed vs. context Class
• Regional equity (low income, Commissioner districts)
• Crash history
• Proximity to schools
• Ped/bike injuries
• Transit service route
• Geometric features (volumes, lanes, intersection spacing)

Identified-Risk Performance Level

Source: FHWA Achieving Multimodal Networks
**Corridor and Extent**

<table>
<thead>
<tr>
<th>Corridor</th>
<th>Extent</th>
<th>Crash Severity</th>
<th>Ped-Bike Crash</th>
<th>Rail</th>
<th>Equity/CDC</th>
<th>Coverage</th>
<th>Resident Class</th>
<th>Conflict</th>
<th>Transit Routes</th>
<th>High Volume</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brandon Blvd</td>
<td>Falkenburg Rd to Dover Rd</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gibsonton Dr/Boyette Rd</td>
<td>I-75 to Balm Riverview Rd</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hillsborough Ave</td>
<td>Longboat Blvd to Florida Ave</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fletcher Ave</td>
<td>Armenia Ave to 50th St</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dale Mabry</td>
<td>Hillsborough Ave to Bearss Ave</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lynn Turner</td>
<td>Gunn Hwy to Ehrlich Rd</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Meridian Ave</td>
<td>Channelside Dr to Twiggs St</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bruce B Downs</td>
<td>Fowler Ave to Bearss Ave</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>50th/56th St</td>
<td>MLK Blvd to Hillsborough Ave</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15th St</td>
<td>Fowler Ave to Fletcher Ave</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Big Bend Road</td>
<td>US41 to I75</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>US301</td>
<td>I75 to Adamo Dr</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sheldon Rd</td>
<td>Hillsborough Ave to Water Ave</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I4</td>
<td>I275 to 22nd St</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56th St</td>
<td>Sligh Ave to Busch Blvd</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I275</td>
<td>Howard Frankland Bridge to Busch Blvd</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kennedy Blvd</td>
<td>Dale Mabry to Ashley Dr</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>78th St</td>
<td>Causeway Blvd to Palm River Rd</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CR579/Mango Rd</td>
<td>from MLK Blvd to US92</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Florida Ave</td>
<td>Waters Ave to Linebaugh Ave</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Priority Scoring**

- **High**
- **Medium**
- **Low**

**Performance Level**

- **High**
- **Medium**
- **Low**

---

**TASK 4 - Next Top 30 HIN Corridors**

- **Identify Next30**
- **Prioritize Next30**
TASK 5 - Speed Management Action Plan

- Strategies and Countermeasures
- Actions and Implementation Strategy

Vision Zero Principles

SAFE TRAVEL FOR ALL

SAFE STREETS  SAFE SPEEDS  SAFE VEHICLES  SAFE PEOPLE

Source: Vision Zero Network
Safe Systems Approach

- Holistic view of the road system
- Interactions among roads and roadsides, travel speeds, vehicles and road users
- Inclusive approach for all users
  - Drivers, motorcyclists, passengers, pedestrians, cyclist, and commercial/heavy vehicles
- Speeds must be managed
- Humans are not exposed to impact forces beyond their physical tolerance

**Most Importantly, it’s proactive vs. reactive**

Source: Collaborative Sciences Center for Road Safety

---

### Aggressive Driving Crash Countermeasures

<table>
<thead>
<tr>
<th>Countermeasure</th>
<th>Urban (C4,C5,C6)</th>
<th>Suburban (C3)</th>
<th>Rural (C1-C2)</th>
<th>Location Type</th>
<th>Effects</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Intersection</td>
<td>Crash Reducing</td>
</tr>
<tr>
<td>Pedestrian Crossing - High Visibility</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Raised Pedestrian Crossing</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Sidewalks Required on both sides</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Sidewalks (8 foot min standard)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Sidewalk Seperation (from travel lanes)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Mid-Block Pedestrian Crossing/Short Blocks</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Refuge Islands (raised/painted)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Painted Intersections / Crosswalks</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Protected Intersections</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Bike Lanes (seperated)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Bike Lanes (protected)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Shade Trees / Landscaping</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>ADA Curb Ramps</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Expand Radius of Safe Routes to School</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Work Zone Temporary Facilities</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Create Shared / Slow Streets</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Re-evaluate Context Class</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Re-evaluate Target Speed Limit</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Countermeasure</td>
<td>Urban (C4,C5,C6)</td>
<td>Suburban (C3)</td>
<td>Rural (C1-C2)</td>
<td>Arterial / Corridor</td>
<td>Crash Reducing</td>
</tr>
<tr>
<td>----------------------------------------------------</td>
<td>------------------</td>
<td>---------------</td>
<td>---------------</td>
<td>---------------------</td>
<td>----------------</td>
</tr>
<tr>
<td><strong>Safe Streets:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chicanes / Lateral Shifts</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Full / Half Closure</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Lane Width (10 foot standard)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Road Diet (repurpose space)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Gateway Treatments</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Roundabout</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Mini Traffic Circle</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Speed Tables / Raised Intersections</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Bulb Outs</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Corner Radii / Radius Reduction</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Centerline Hardening</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Eliminate Acceleration Lanes</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Eliminate Deceleration Lanes</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Eliminate Right Turn Channelization</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>On-Street Parking</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Tactical Urbanism - Quick Fixes</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Provide Street / Pedestrian Lighting</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Convert to Two-Way Streets</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Enhanced Curve Delineation</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Optical Speed Bars / Converging Chevrons</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Re-evaluate Context Class</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Re-evaluate Target Speed Limit</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>

**Aggressive Driving Crash Countermeasures (cont.)**

<table>
<thead>
<tr>
<th>Countermeasure</th>
<th>Urban (C4,C5,C6)</th>
<th>Suburban (C3)</th>
<th>Rural (C1-C2)</th>
<th>Arterial / Corridor</th>
<th>Crash Reducing</th>
<th>Speed Reducing</th>
<th>Severity Reducing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Safe Freeway Interchanges:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eliminate Acceleration Lanes</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Redesign High Speed Exit Ramps</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Redesign High Speed On-Ramps</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Transverse (in lane) Rumble Strips</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Provide Safe Continuous Bike Lanes</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Provide Safe Pedestrian Crossings</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Re-evaluate Context Class</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Re-evaluate Target Speed Limit</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>

| **Safe Traffic Operations:**                        |                  |               |               |                     |                |               |                  |
| Lower Speed Limits                                   | ✓                | ✓             | ✓             | ✓                   | ✓              | ✓             | ✓                |
| Add New Signals / Improve Connectivity               | ✓                | ✓             | ✓             | ✓                   | ✓              | ✓             | ✓                |
| Protected only Left Turn Signal Phasing             | ✓                | ✓             | ✓             | ✓                   | ✓              | ✓             | ✓                |
| Signal Coordination - Target Speed                  | ✓                | ✓             | ✓             | ✓                   | ✓              | ✓             | ✓                |
| Variable Speed Limits (Expressways)                 | ✓                | ✓             | ✓             | ✓                   | ✓              | ✓             | ✓                |
| Driver Feedback Signs - Speed                        | ✓                |                |               |                     |                |               |                  |
| Leading Pedestrian Interval                          | ✓                |               |               |                     |                |               |                  |
| Rectangular Rapid Flashing Beacon                    | ✓                |               |               |                     |                |               |                  |
| Hybrid Ped Beacon / HAWK                             | ✓                |               |               |                     |                |               |                  |
| Rest in Red Signal Operation                         | ✓                |               |               |                     |                |               |                  |
| Advanced Speed Detection Signals                     | ✓                |               |               |                     |                |               |                  |
| Shorter Signal Cycle Lengths                         | ✓                |               |               |                     |                |               |                  |
| Traffic Signal - Demand Responsive off-peak          | ✓                |               |               |                     |                |               |                  |
| Street Lighting / Pedestrian Level Lighting          | ✓                |               |               |                     |                |               |                  |
| Update Pedestrian Countdown Timers                   | ✓                |               |               |                     |                |               |                  |
| Re-evaluate Context Class                            | ✓                |               |               |                     |                |               |                  |
| Re-evaluate Target Speed Limit                       | ✓                |               |               |                     |                |               |                  |
Actions and Implementation Strategy

Action 1 - Regional Context Classification
Action 2 - Evaluate All Projects
Action 3 - Initiate a HC safety task force to engage on speed limit setting, improve consistency of outcomes, and restore credibility of speed limits.

Short Term (1-2 Years)
Mid Term (3-5 years)
Long Term (5+ years)
Actions and Implementation Strategy - Engineering & Operations

Action 1 - Develop preliminary recommendations for Top50 High Injury Network corridors.
Action 2 - Update Design Manuals and Design Standards for roadway construction, operations and maintenance.
Action 3 - Incorporate design flexibility to reflect national best practices.
Action 4 - Establish Local Street Design Guidelines
Action 5 - Traffic Operations Recommendations
Action 6 - Professional Development and Training
Action 7 - Fund Improvements to Achieve Speed Management Goals
Action 8 - Collaborate with law enforcement, firefighting and other emergency response professionals.

Actions and Implementation Strategy - Education

Action 1 - Educate Public and Elected Officials
Action 2 - Encourage Adoption of Speed Management Policy
Action 3 - Develop Education / PSA Messages
Actions and Implementation Strategy - Policy / Legislation

Action 1 - Support Changes to Laws and Regulations as necessary to ensure people are protected to the greatest extent possible.
Action 2 - Set a firm Vision Zero crash reduction Goal.
Action 3 - Develop an inter-agency speed and safety review process to assess land use and transportation plans, designs, and implemented projects.
Action 4 - Review and update Land Use Policies to ensure walkable, safe, and healthy communities.

Short Term (1-2 Years)
Mid Term (3-5 years)
Long Term (5+ years)

Actions and Implementation Strategy - Plan Evaluation

Action 1 - Develop evaluation metrics and timeframes for plan updates.

✓ Establish quarterly updates of the Speed Management Action Plan.
✓ Establish post-project evaluation measures with qualitative and quantitative approaches, including:
  ✓ Quantitative measures: speed reduction, crash reduction, serious injury/fatality reduction, impact on travel time, and number of corridors (proactive and reactive) addressed.
  ✓ Qualitative measures: user observations, surveys
Recommendation

Approve the Speed Management Action Plan
Board & Committee Agenda Item

**Agenda Item**
USF Fellowship Agreement Renewal

**Presenter**
Meghan Betourney, MPO Staff

**Summary**
The Hillsborough MPO sponsors one graduate student fellowship from the University of South Florida’s Department of Urban and Regional Planning. The MPO is proud to have been partaking in this opportunity for the past several years.

During the fall and spring semesters, the fellow will work with the MPO staff for an average of 20 hours a week on various projects where they gain real life experience on transportation and land use topics. At the same time, the MPO staff receives fresh ideas and new perspectives from the student. Furthermore, current staff can gain valuable leadership experience in supervising the fellow.

The MPO's cost for this year's fellow is $13,750 and USF matches this contribution with a tuition waiver for full time study.

**Recommended Action**
Authorize the Executive Director to sign the attached interlocal agreement with USF

**Prepared By**
Meghan Betourney, SPHR

**Attachments**
Agreement with USF for placement of student interns for 2020/21
UNIVERSITY OF SOUTH FLORIDA
AND
HILLSBOROUGH COUNTY METROPOLITAN PLANNING ORGANIZATION
AGREEMENT
For Placement of Student Interns

This Agreement is entered into on the date of last signature below and effective as of August 24, 2020, between The University of South Florida Board of Trustees, contracting agent of the University of South Florida and its College of Arts and Sciences, ("USF") and the Hillsborough County Metropolitan Planning Organization ("MPO").

WHEREAS, USF wishes to provide clinical/internship/training/research experiences for its students; and

WHEREAS, the MPO desires to assist USF in providing those experiences to USF graduate students in Urban and Regional Planning by making available educational and practical application opportunities at its facilities.

NOW THEREFORE, in consideration of their promises and the mutual benefits to be derived, the parties agree as follows:

1. The MPO agrees to provide internship opportunities for USF students when the agency has a need for intern services. The MPO currently has the need/desire for one student intern. The Work Plan for the student intern is attached as Exhibit 1.

2. USF and the MPO will share responsibility for the supervision of students and coordination of the internship experience.

3. USF students and staff must comply with the established policies and practices of the MPO with regard to performance of services and use of equipment and facilities, if applicable.

4. USF provides its faculty and staff with comprehensive general liability insurance in accordance with the terms and limitations of section 768.28, and chapter 284, part II, Florida Statutes. USF and the MPO agree that students are responsible for their own health and professional liability insurance, as necessary. The MPO will advise students if such insurance is required, will advise students if such insurance is required, and the student will purchase the necessary insurance independent of the University.

5. The MPO may require USF to withdraw any student whose conduct or work performance is not in accordance with the MPO’s policies and standards. USF may withdraw any student whose progress, conduct, or performance does not meet USF’s standards.

6. The MPO agrees to conduct periodic evaluations of each student and share these evaluations with the USF internship director to ensure that students have sufficient feedback to improve their performance if necessary. If a student’s internship is
terminated, MPO and University may replace the student with a different student intern, or may decide to end the Agreement for the current academic year.

7. The funding arrangement for student tuition and stipend costs is set forth in the attached Exhibit 2.

8. The MPO and USF may change or add to this Agreement by written amendment executed by authorized representatives of the parties. Amendments will be attached to this Agreement.

9. This Agreement will continue in effect through May 6, 2021, unless it is earlier terminated. Either party may terminate this Agreement at any time with 30 days’ prior written notice. In the event of termination, the MPO will pay USF pro-rata through the date of termination. USF waives any scheduled future payments from the MPO. Students may continue further training experiences through USF or another agency.

10. With respect to any work or services provided under this Agreement, each party is liable for its own negligent acts or omissions, to the extent of its waiver of sovereign immunity under section 768.28, Florida Statutes.

11. This Agreement includes the two attached exhibits.

Agreed by the parties through their authorized signatories.

For USF:

________________________________________  ____________________________
Keith Anderson, M.S., CRA                  Date
Director, Sponsored Research
University of South Florida

For the MPO:

________________________________________  ____________________________
Elizabeth Alden, AICP                      Date
Executive Director
Hillsborough County Metropolitan Planning Organization
## Goal
To fulfill USF Master of Urban Planning Internship requirement by providing an opportunity for students to learn about the transportation and land use planning process through work on projects and plans in Hillsborough County, and the Tampa Bay Region. This hands-on experience allows students to evaluate and test their knowledge and interest of urban planning on issues currently in progress in their community.

## Schedule
Fall Semester 2020-Spring Semester 2021 (Will follow USF Academic Calendar)

Specific start and end dates and work hours will be agreed upon with the Planning Commission Supervisor.

## Compensation
Administered by the University of South Florida. Funded by Hillsborough County MPO

## Work Tasks:

**General responsibilities:**
Review Long Range Transportation Plan (LRTP), Transportation Improvement Plan (TIP) and the Unified Planning Work Program (UPWP) to provide context for work.

Attend select MPO & Committee meetings and other related meetings (as directed by supervisor) to gain experience and general knowledge of the planning process in Hillsborough County.

Attend select Planning Commission, public engagement, zoning review and plan amendment meetings and public hearing for process experience.

Support other MPO work plan activities on an as-needed basis, including the plan amendment and rezoning review process, public meetings, and other engagement activities under the direction of staff.

**Specific team projects:**

[All projects will be done under the supervision of MPO staff]

- Tri-county interactive trails map - Create a Tri-county interactive trails map in coordination with Pasco and Pinellas County. The goal is to create a user focused, interactive online based map that takes users on the safest routes for long, cross county rides. This project was requested by the Tri-County BPAC and supported by the TMA Leadership Group that also represents the 3 counties.

- Vision Zero Action Plan – Assist staff on the MPO’s signature Vision Zero community initiative to eliminate traffic facilities and serious injuries.
Duties may include assisting with public engagement activities, technical research, and outreach material development.

- MPO Key Stakeholders Database – Maintain and update database of key community groups. Tasks may include expanding and editing the database, and adding geospatial data to enhance this public outreach tool.

- Assist with the Future Leaders in Planning (FLiP) program (November to April) - event coordination activities, assist in developing the program and producing recruitment materials.

- Research and assist staff in various support roles, such as public engagement, events coordination for ongoing studies related to land use, and transportation planning.

**Final Presentation**

PowerPoint presentation to the Plan Hillsborough staff at the agency General Staff meeting summarizing what was learned during the internship.

The presentation will include the following:

- brief summary of the function and mission, GOPs, and guiding principles of the MPO,
- brief summary of the specific projects worked and their contribution, and
- statement of what was learned about the planning process and the community from this experience.
EXHIBIT 2

MPO
Funding and Payment Schedule
2020-2021 Academic Year

The Hillsborough County Metropolitan Planning Organization (MPO) will provide funds to cover a student stipend plus USF overhead of 10% for one Masters of Urban and Regional Planning student over the USF academic year for the period from **August 24, 2020 – May 6, 2021**. The total cost to the MPO will be $13,750, payable at intervals noted below.

The USF College of Arts and Sciences will provide this student with a tuition waiver for full time study during the Fall 2020 and Spring 2021 semesters. Tuition waivers cover approximately 80% of the cost of attendance.

Payment schedule will be as follows:

- **September 26, 2020**  $3,437.50
- **November 27, 2020**  $3,437.50
- **February 12, 2021**  $3,437.50
- **May 14, 2021**  $3,437.50

**MPO contact:**

Meghan D. Betourney, SPHR
Phone: 813-273-3774 x386
betourneym@plancom.org

**USF contacts:**

Mark R. Hafen, Ph.D.
Asst. Director & Master Instructor
USF School of Public Affairs
4202 E. Fowler Ave. - SOC107
Tampa, FL 33620-8100
Phone: 813-974-7982
mhafen@usf.edu

**Administrative:**

Administrative matters:
Raegen Norman
3702 Spectrum Blvd., Suite 165
Tampa, FL 33612-9445
Phone: 813-974-3474
Fax: 813-974-4919
raegennorman@usf.edu
Board & Committee Agenda Item

**Agenda Item**
General Planning Consultant Contracts

**Presenter**
Meghan Betourney, MPO Staff

**Summary**

The MPO utilizes consultants with expertise in a wide range of topics. To be readily available for assignments, the MPO negotiates contracts that essentially keep a set of such consultants on call. These are referred to as General Planning Consultants (GPCs), similar to the General Engineering Consultants utilized by many local governments. GPCs are an important resource for the MPO, furnishing technical expertise and augmenting staff capabilities.

The GPC contracts are not for specific task assignments, but rather specify hourly rates which will be used in the future to estimate the cost of task work orders. MPO staff will draft task work orders based on the work outlined in the MPO’s adopted Unified Planning Work Program, and issue the work orders to GPCs based on their experience and availability.

Because the current set of GPC contracts expires in early October, staff began the process last January to procure a new set of GPCs. In April, the MPO Board authorized staff to negotiate contracts with nine top-ranked teams, which include prime and sub-consultants.

Staff has reached agreement and recommends approval of contracts with the following five consultants:

- Atkins (with sub’s All Traffic Data Services Inc., Patel, Greene & Associates, and Pritchett, Steinbeck Group)
- Fehr & Peers (with Patel, Greene & Associates)
- HDR Engineering Inc. (with Adams Traffic, KB Environmental Sciences, SB Friedman, and Vrana Consulting, Inc.)
- Kittelson & Associates (with Environmental Science Associates, Pritchett, Steinbeck Group, Quality Counts and Vistra)
- VHB (with CityFi, Pritchett, Steinbeck Group, and Volkert, Inc.)

Contracts for the remaining four of the top-ranked teams will be brought forward for the board’s consideration at the first available regular board meeting after agreements are reached.

Consultant labor rates for planners, engineers, GIS and other professions were negotiated based on recent statewide (FDOT) data for consultant job classifications. In cases where a proposed labor rate was found to exceed the 75th percentile, the
consultant was asked to lower that rate or to provide justification as to the reason for a higher rate. In addition, for all but the smallest firms, multipliers for overhead rates were based on audited information accepted by FDOT for professional services contracts. Proposed operating margins also had to be justified.

**Recommended Action**
Approve the General Planning Consultant Contracts with the above firms

**Prepared By**
Meghan Betourney, SPHR

**Attachments**
- Professional Services Agreement for General Transportation Planning Consultant Services (Standard Form of GPC Contract)
- 2020 General Planning Consultant Rates by Job Classification (table of hourly rates for proposed GPCs)
- Complete copies of the contracts are available online at: [http://www.planhillsborough.org/hillsborough-mpo-wants-to-work-with-you/](http://www.planhillsborough.org/hillsborough-mpo-wants-to-work-with-you/)
HILLSBOROUGH COUNTY
METROPOLITAN PLANNING ORGANIZATION

PROFESSIONAL SERVICES AGREEMENT

General Transportation Planning Consultant Services

[Date] 2020
Hillsborough County Metropolitan Planning Organization
PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is entered into this ___ day of ______, 2020, by and between the Hillsborough County Metropolitan Planning Organization, hereinafter referred to as the “MPO”, and CONSULTANT NAME, hereinafter referred to as “CONSULTANT”.

WITNESSETH:

For and in consideration of the mutual agreements hereinafter contained, the MPO hereby retains CONSULTANT, and CONSULTANT hereby covenants to provide the professional services described herein in connection with the Hillsborough County Metropolitan Planning Organization’s General Transportation Planning Consultant Services.

SECTION I - MPO OBLIGATIONS

The MPO agrees that it shall furnish to CONSULTANT any data and other work products readily available in the MPO files pertaining to the services to be performed under this Agreement.

The Executive Director of the Metropolitan Planning Organization, hereinafter referred to as the “DIRECTOR”, shall issue written authorization to proceed, hereinafter referred to as “Notice to Proceed”, to CONSULTANT for the individual task assignment to be performed hereunder which Notice to Proceed shall specify a completion time for the work. In case of emergency, the DIRECTOR reserves the right to issue an oral Notice to Proceed to CONSULTANT with the understanding that a written Notice to Proceed shall follow immediately thereafter.

DIRECTOR shall not be obligated to assign any minimum amount of individual task assignments to CONSULTANT during the life of this Agreement and CONSULTANT agrees that it will not make any claim for damages or loss of profits due to the amount of individual task assignments assigned pursuant to this Agreement.

The MPO will furnish, without charge, the following information to the CONSULTANT for the performance of Services:

A. All criteria and full information as to the MPO’s requirements for CONSULTANT’s performance pursuant to this Agreement including objectives, constraints, budgetary limitations, and time frames.
B. Drawings, specifications, schedules, reports, socio-economic, traffic, and planning data and other information prepared by and/or for the MPO by others which are available to the MPO and which the MPO considers pertinent to the CONSULTANT’s responsibilities, pursuant to this Agreement and CONSULTANT shall have the right to rely upon the accuracy and completeness of any such materials and/or information.
SECTION II - PROFESSIONAL SERVICES

Upon delivery of a Notice to Proceed for individual task assignments from the DIRECTOR, CONSULTANT agrees to perform professional services described in Exhibit “A” hereto, hereinafter referred to as “Services”. Individual task assignments made to CONSULTANT shall be in writing on forms acceptable to the DIRECTOR which shall be included as part of the Notice to Proceed required by Section I of this Agreement, and may include data and other work product and progress requirements to be met at designated stages of completion.

In connection with Services to be rendered pursuant to this Agreement, CONSULTANT further agrees to:

A. Comply with any federal, state and local laws or ordinances applicable to the work.
B. Cooperate fully with the DIRECTOR in the scheduling and coordination of all phases of the work.
C. Report the status of the work to the DIRECTOR upon request and hold all pertinent data and other work products open for inspection by the DIRECTOR or his authorized agent at any time.
D. Submit for review, data and other work products representative of the work’s progress at the designated stages of completion, if stipulated in the Notice to Proceed. Submit for DIRECTOR’s approval the final work products upon incorporation of any modifications requested by the Director during any previous review.
E. Confer with the DIRECTOR at any time during the term of this Agreement concerning the further development and utilization of data and other work products generated by CONSULTANT pursuant to this Agreement as to interpretation and corrections of errors and omissions. CONSULTANT shall not be compensated for the correction of CONSULTANT’S errors and/or omissions.

The CONSULTANT shall ensure that all work products, contractual services documents and support forms have been prepared on PC compatible hardware, and software approved by the Director.

The CONSULTANT shall have proven familiarity with Geographic Information Systems (GIS) applications for transportation planning tasks. All GIS products shall be compatible with the Hillsborough County City-County Planning Commission’s, hereinafter referred to as the “Planning Commission”, GIS hardware and software. All GIS deliverables shall include:

- A Map Package (.mpk) for each map produced utilizing ESRI products and all data layers necessary to recreate the completed map; and
- A brief summary of methodology for each map produced, including the original name and source of data, and any data queries or selection parameters used to create or depict pertinent topic data layers within the map.

All final graphics and documents delivered to the MPO shall be in a photo ready reproducible format. In addition, all documents shall be supplied to the MPO in their original, editable,
electronic format. This includes maps, tables, graphics, photos, and other supporting information used to produce the required deliverables.

SECTION III - TIME FOR COMPLETION
The individual task assignment to be rendered by CONSULTANT under Section II of this Agreement shall commence upon delivery of a written Notice to Proceed from the DIRECTOR subsequent to the execution of this Agreement, and shall be completed within the time specified in the Notice to Proceed. CONSULTANT shall not be responsible for failure to perform or for delays in the services arising out of factors beyond the reasonable control or without the fault or negligence of CONSULTANT.

Nothing in this Agreement shall preclude the DIRECTOR from granting a reasonable extension of the time specified in the Notice to Proceed where appropriate to ensure full and proper completion of an individual task assignment. CONSULTANT and the MPO hereby agree that any decision by the DIRECTOR to grant or not grant an extension of time for completion of an individual task assignment shall not be a cause for claim by CONSULTANT. Any extension of time granted by the DIRECTOR shall be in writing and shall be incorporated as an addendum to the previously issued Notice to Proceed.

SECTION IV - PERSONNEL
A. CONSULTANT shall designate a qualified individual acceptable to the DIRECTOR to serve as CONSULTANT’s project manager for each individual task assignment. This individual shall be fully responsible for the day-to-day activities required for performance of the individual task assignment pursuant to a Notice to Proceed and shall serve as the primary contact for the DIRECTOR or designated MPO Project Manager.

B. The DIRECTOR shall designate a qualified member of the MPO staff to serve as the MPO’s project manager for each individual task assignment. This individual shall be fully responsible for the day-to-day activities required for performance of the individual task assignment pursuant to a Notice to Proceed and shall be the primary contact for CONSULTANT.

C. CONSULTANT shall immediately notify the DIRECTOR in the event that CONSULTANT is no longer able to perform Services under this Agreement with any of the personnel listed in CONSULTANT’s written technical proposal, and identify such personnel and his or her qualifications.

D. CONSULTANT shall notify the DIRECTOR of any proposed replacement of personnel, listed in CONSULTANT’s written technical proposal, to perform Services under this Agreement at least thirty (30) days prior to such replacement advising of the personnel to be replaced and the proposed replacement personnel.

E. If requested by the MPO or the DIRECTOR, CONSULTANT shall submit to the DIRECTOR within five (5) days of such request the qualifications of personnel proposed as replacements to personnel to perform Services under this Agreement.
F. The MPO and the DIRECTOR reserve the right to reject any proposed replacement personnel to perform Services under this Agreement. In such an event, CONSULTANT shall propose alternate replacement personnel and shall submit to the DIRECTOR the qualifications of such personnel at least thirty (30) days prior to the proposed replacement.

G. In the event that CONSULTANT is no longer able to perform Services under this Agreement with any of the personnel listed in CONSULTANT’s written technical proposal, deemed by the DIRECTOR to be necessary for the performance of an individual task assignment or the Services, and is unable to provide replacement personnel acceptable to the MPO or the DIRECTOR, this shall be a cause for cancellation of a Notice to Proceed or termination of this Agreement.

H. The MPO and the DIRECTOR reserve the right to direct CONSULTANT to remove any of its personnel from the performance of any of the Services under this Agreement. If such removal is for cause, the costs of such removal shall be borne by CONSULTANT. However, if such removal is not for cause, the cost of such removal shall be borne by the MPO.

I. CONSULTANT agrees not to contact any members of the MPO Board regarding MPO matters without first contacting the DIRECTOR.

SECTION V - COMPENSATION
The MPO agrees to pay, and CONSULTANT agrees to accept, for individual task assignment for Services rendered pursuant to this Agreement, including all or a portion of the Services described in Exhibit “A” hereto, as assigned by the DIRECTOR, and all incidental work thereto, the Lump Sum Fee negotiated by the DIRECTOR and CONSULTANT for any individual task assignments to CONSULTANT pursuant to a Notice to Proceed. Such Lump Sum Fee shall be based on the method of compensation outlined in Exhibit “B” hereto. The hourly rates for each job classification and factors for overhead, fringe benefits, and operating margin approved by the MPO Board for CONSULTANT are shown in Exhibit “C” hereto. The Lump Sum Fee shall constitute full compensation for all CONSULTANT costs associated with performance of the Services hereunder, including but not limited to, labor, overhead, computer time, and fringe benefits costs; out-of-pocket expenses such as communications, postage, printing, reproduction, etc.; and travel expenses such as airfare, car rental, lodging, meals, etc. and shall also include CONSULTANT’s profit margin in connection with the Services to be rendered pursuant to this Agreement.

SECTION VI - RETAINAGE
There will be retainage on this Agreement amounting to ten percent (10%) of all submitted invoices. This amount will be released by the Director upon satisfactory completion and delivery of all Services and deliverable products for each individual task assignment as provided in Section XXIV of this Agreement.

SECTION VII - CHANGES TO SERVICES IDENTIFIED BY A NOTICE TO PROCEED
In the event of a need to change the scope of the Services identified by a Notice to Proceed, the scope, time for completion and compensation for such work shall be described in a written negotiated change order which shall be incorporated as an addendum to the previously issued Notice to Proceed. Such written change order shall be effective and CONSULTANT shall modify its work under a Notice to Proceed to conform with the written change order upon delivery of such written change order to CONSULTANT. In the event that the DIRECTOR determines that there is a need to change the Services identified by a Notice to Proceed and a written change order cannot be negotiated to the satisfaction of the DIRECTOR and CONSULTANT, the DIRECTOR may cancel the previously issued Notice to Proceed.

SECTION VIII - RIGHT OF DECISIONS
All Services shall be performed by CONSULTANT to the reasonable satisfaction of the DIRECTOR, who shall decide all questions, difficulties, and disputes of whatever nature, including reuse of documents pursuant to Section X of this Agreement, which may arise under or by reason of this Agreement, the prosecution and fulfillment of the Services hereunder, and the character, quality, and amount of value therein. The DIRECTOR’s decisions upon all claims, questions and disputes shall be final, conclusive and binding upon the parties hereto unless such determination is clearly arbitrary or unreasonable. Adjustments of compensation and time for completion of an individual task assignment pursuant to a Notice to Proceed, due to any major changes in the Services, which might become necessary or be deemed desirable as the work progresses, shall be as provided in Section VII of this Agreement. In the event CONSULTANT does not concur with the decisions of the DIRECTOR, CONSULTANT may present any such objections in writing to the MPO in a manner consistent with Section IV of this Agreement. The DIRECTOR and CONSULTANT shall abide by the decisions of the MPO. This paragraph does not constitute a waiver of either party’s right to proceed in a court of competent jurisdiction.

SECTION IX - OWNERSHIP OF DOCUMENTS
Upon payment in accordance with the terms of this Agreement, all data and other work products developed by CONSULTANT pursuant to this Agreement shall become the property of the MPO without restrictions or limitations upon their use and shall be made available by CONSULTANT at any time upon request by the MPO; provided, however, that notwithstanding anything to the contrary in this Agreement, any preexisting proprietary rights including any application files owned by or licensed to CONSULTANT or source files owned by third party vendors to CONSULTANT shall remain the sole and exclusive property of CONSULTANT and/or such third party vendors. Reuse of such data by the MPO for any purpose other than that for which prepared shall be at the MPO’s sole risk. When all Services or any individual task assignment contemplated under this Agreement and identified in a Notice to Proceed are complete, all of the above data shall be delivered to the DIRECTOR within the time for completion specified in the Notice to Proceed.

SECTION X - REUSE OF DOCUMENTS
CONSULTANT may not reuse data or products developed under this Agreement without the written permission of the DIRECTOR; provided, however, CONSULTANT may reuse, without the
permission of the DIRECTOR, data or products included within the work product which were previously developed by CONSULTANT and which are of general applicability in its industry or proprietary to CONSULTANT.

SECTION XI - COURT APPEARANCES AND CONFERENCES
Nothing in this Agreement shall obligate CONSULTANT to prepare for or appear in litigation on behalf of the MPO except in consideration of additional compensation. The amount of such compensation shall be mutually agreed upon and described in a Supplemental Agreement subject to approval by the MPO Board. Except as otherwise provided by law, only upon said approval of a Supplemental Agreement and subsequent delivery of written authorization from the DIRECTOR shall CONSULTANT be obliged to make Court appearances on behalf of the MPO.

SECTION XII - NOTICES
Any notices, reports or other written communication from CONSULTANT shall be considered delivered when posted by certified mail or delivered in person to the DIRECTOR. Any notices, reports or other communications from the MPO to CONSULTANT shall be considered delivered when posted by certified mail to CONSULTANT at the last address left on file with the MPO or delivered in person to said CONSULTANT or CONSULTANT’s authorized representative.

SECTION XIII – CANCELLATION OR SUSPENSION OF A NOTICE TO PROCEED
The DIRECTOR shall have the authority to cancel or suspend a Notice to Proceed at the sole discretion of the DIRECTOR. In the event the DIRECTOR cancels or suspends a Notice to Proceed, CONSULTANT shall be compensated for all Services rendered consistent with the terms of this Agreement and the Notice to Proceed up to the time delivery of written notification of such cancellation or suspension except in the case of a cancellation or suspension of a Notice to Proceed based on a notification of noncompliance which is not cured or declaration of default as provided in Section XIX of this Agreement. This compensation shall be determined on the basis of the percentage of the total Services, which have been performed at the time of delivery to CONSULTANT of such notice. In the event partial payment has been made for professional Services not performed, CONSULTANT shall return such sums to the MPO within ten (10) days after delivery of written notice that such sums are due.

SECTION XIV - AUDIT AND INSPECTION OF RECORDS; PUBLIC RECORDS
A. Maintenance of Records
CONSULTANT shall maintain appropriate records with respect to wages and salaries and other reimbursable costs hereunder during the course of the Services and for three (3) years after final payment under this Agreement. Such records supported by payrolls, invoices, and other documents pertaining in whole or in part to the Services shall be clearly identified, readily accessible and, to the extent feasible, kept separate and apart from all other documents related to the Services. The system of accounting shall be in accordance with generally accepted accounting principles and practices, consistently applied. These records are maintained for information only.

B. Accessibility of Records; Public Records
CONSULTANT shall permit the authorized representatives of the MPO and the MPO’s funding agencies to inspect all data and records relating to its performance under this Agreement. These rights of inspection shall extend for a period of three (3) years following final payment under this Agreement.

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (813) 273-3774 ext.371; WilkeningC@plancom.org; 601 E. Kennedy Blvd., 18th Floor, Tampa FL 33602).

While providing services to the MPO under this Agreement, CONSULTANT will comply with Florida’s public records law, Chapter 119, Florida Statutes, and further agrees to: 1. Keep and maintain public records required by the MPO to perform the service; and 2. Upon request from the MPO’s custodian of public records, provide the MPO with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the CONSULTANT does not transfer the records to the MPO; and

D. Upon completion of the contract, transfer, at no cost, to the MPO all public records in possession of the CONSULTANT or keep and maintain public records required by the MPO to perform the service. If the CONSULTANT transfers all public records to the MPO upon completion of the contract, the CONSULTANT shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONSULTANT keeps and maintains public records upon completion of the contract, the CONSULTANT shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the MPO, upon request from the MPO’s custodian of public records, in a format that is compatible with the information technology systems of the MPO.

SECTION XV - SUBCONTRACTING
CONSULTANT shall not subcontract, assign, or transfer any work under this Agreement without the prior written consent of the DIRECTOR. Work shall be performed by personnel listed in CONSULTANT’s written technical proposals or replacement personnel as provided in this Agreement. When applicable and upon receipt of such consent in writing, CONSULTANT shall cause the names of the firms responsible for the major portions of each separate specialty of the work to be inserted in the pertinent documents or data.
CONSULTANT will require in any subcontracts pertaining to the Services described herein that the subconsultant will permit the MPO all the rights and privileges of this Agreement, including, but not limited to, the MPO’s right to secure materials or services from the subconsultant which might be a part of the subconsultant’s work product.

It is the policy of the Hillsborough County MPO that disadvantaged businesses, as defined in 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of MPO contracts in a nondiscriminatory environment. Pursuant to 49 CFR 26.21(a)(1) the Hillsborough County MPO has adopted the Florida Department of Transportation Disadvantaged Business Enterprise (DBE) Program for use on US DOT-assisted contracts. FDOT triennially establishes a statewide aspirational goal that a percentage of US DOT-assisted projects be awarded to DBEs. A copy of the Hillsborough County MPO's DBE Policy Statement and the FDOT's DBE Policy Program can be viewed in the Planning Commission library or online at www.hillsboroughmpo.org. CONSULTANT shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement. CONSULTANT shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to: withholding of payments to CONSULTANT under this Agreement; Assessing sanctions; Assessing liquidated damages; and/or cancellation, termination or suspension of the Agreement in whole or in part; and/or suspension or debarment of CONSULTANT from eligibility to contract with the MPO in the future or to receive bid packages or request for proposal packages. The Florida Department of Transportation maintains a directory identifying all firms eligible to participate as DBEs as well as supportive services to assist with identification and use of DBEs. For more information, contact the FDOT Equal Opportunity Office at http://www.fdot.gov/equalopportunity/dbesbeprograms.shtm.

SECTION XVI - REPRESENTATIONS
CONSULTANT represents that no companies or persons, other than bona fide employees working solely for CONSULTANT have been retained or employed to solicit or secure this Agreement or have been paid or guaranteed payment of any fees, commissions, percentage fees, gifts or any other considerations contingent upon or resulting from the award or making of this Agreement. CONSULTANT also represents and agrees that no Planning Commission or MPO personnel, whether a full-time or part-time employee, has or shall be retained or employed in any capacity, as long as they are in the Planning Commission’s or MPO’s employment and for two (2) years thereafter, by CONSULTANT to accomplish the work contemplated under the terms of this Agreement. For breach or violation of this section, the MPO shall have the right to terminate this Agreement without liability.

SECTION XVII - TERMINATION OF AGREEMENT
It is expressly understood and agreed that in addition to other provisions of this Agreement providing for termination by the MPO, the MPO may terminate this Agreement, in total or in part, without cause or penalty, by thirty (30) days’ prior notification in writing to CONSULTANT,
by certified mail, return receipt requested. In the event of a termination of this Agreement pursuant to this Section or Section IV of this Agreement, the MPO’s sole obligation to CONSULTANT shall be payment in accordance with Section V of this Agreement, for those units or sections of the work previously authorized by a Notice to Proceed. Such payment shall be determined on the basis of the hours or the percentage of the total work performed by CONSULTANT up to the time of termination. In the event partial payment has been made for professional Services not performed, CONSULTANT shall return such sums to the MPO within ten (10) days after delivery of written notice by certified mail, return receipt requested, that said sums are due. Upon termination, the MPO may, without penalty or other obligations to CONSULTANT, elect to employ other persons to perform the same or similar Services.

SECTION XVIII - DURATION OF AGREEMENT
This Agreement shall remain in full force and effect for a period of two years after its date of execution or until completion of all Services, whichever occurs last, unless terminated by mutual consent of the parties hereto or as otherwise provided, in this Agreement. The MPO reserves the right to renew this Agreement in one-year extensions for up to three additional years, with mutual written agreement of the parties as provided in Section XXV of this Agreement. The DIRECTOR is hereby authorized to execute said extensions on behalf of the MPO, provided that, with the exception of the expiration date, the terms of this Agreement are unchanged by any such extensions.

If CONSULTANT ceases to exist as a corporation, the MPO has the right to re-negotiate or terminate this Agreement.

SECTION XIX - DEFAULT
In the event CONSULTANT fails to comply with the provisions of this Agreement, the DIRECTOR may declare CONSULTANT in default if CONSULTANT fails to cure such noncompliance within thirty (30) days of delivery of written notification, by certified mail, return receipt requested. In such an event, CONSULTANT shall only be compensated for those Services specified in Exhibit “A” that are identified in a Notice to Proceed, which has been fully completed as of the date of default. In the event partial payment has been made for such professional Services identified in a Notice to Proceed that have not been fully completed, CONSULTANT shall return such sums to the MPO within ten (10) days after delivery of written notice, by certified mail, return receipt requested, that said sums are due. In the event of litigation to enforce this requirement, the prevailing party shall be entitled to reasonable attorney’s fees and court costs.

A declaration of default under this Agreement shall constitute a basis for termination of this Agreement by the MPO.

Failure by the MPO at any time to enforce any of the provisions of this Agreement or to take any course of action allowed by this Agreement shall not be construed as a waiver of any right the MPO may have pursuant to this Agreement. Such a failure to enforce or take any course of action allowed by this Agreement shall not affect the validity of this Agreement or any rights the MPO may have pursuant to this Agreement.
SECTION XX - INDEMNIFICATION AND INSURANCE
CONSULTANT shall indemnify and hold harmless the MPO, and its officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys’ fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of CONSULTANT and other persons employed or utilized by CONSULTANT in the performance of the contract.

CONSULTANT shall maintain the following insurance during the term of this Agreement:

A. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work in an amount not less than $500,000 combined single limit per occurrence for bodily injury and property damage.
B. Professional Liability Insurance in the amount of $1,000,000 providing for all sums, which CONSULTANT shall become legally obligated to pay as damages for claims arising out of the Services, performed by CONSULTANT or any person employed by CONSULTANT in connection with this Agreement.
C. General Liability Insurance, on a commercial basis, in an amount not less than $1,000,000 combined single limit per occurrence for bodily injury and property damage. The policy must be endorsed to show the MPO as additional insured.
D. Worker’s Compensation Insurance in compliance with Florida’s statutory requirements, as presently written or hereafter amended.

All insurance policies must be issued by companies with A.M. Best ratings of A- or better, Class III and authorized to do business under the laws of the State of Florida.

CONSULTANT shall furnish certificates of insurance to the MPO as Exhibit “G” to this Agreement, which certificates shall clearly indicate that CONSULTANT has obtained insurance in the type, amount, and classification as required for strict compliance with this Agreement and that no material change or cancellation of this insurance shall be effective without thirty days (30) prior written notice to the MPO.

The certificate must contain an additional clause as follows: The MPO and its members, officers and employees, the Planning Commission and its members, officers and employees have been named as additional insured as respects general and auto liability coverage.

Compliance with the foregoing requirements shall not relieve CONSULTANT of the liabilities and obligations under this Section or under any other portion of this Agreement, and the MPO shall have the right to inspect the original insurance policies in the event that submitted certificates of insurance are inadequate to ascertain compliance with required coverages.

SECTION XXI - CERTIFICATION OF WAGE RATES
In accordance with Florida Statute 287.055, CONSULTANT hereby certifies that wage rates and other factual unit costs, as submitted in support of the compensation provided in Section V and Exhibits “B” & “C”, are accurate, complete and current as of the date of this Agreement.

SECTION XXII - PUBLICITY, NEWS RELEASES AND CONFIDENTIAL INFORMATION
CONSULTANT will not, during or after performance of this Agreement, disseminate any information outside its organization regarding the Services without prior written approval from the DIRECTOR. CONSULTANT shall not divulge any confidential information communicated to it or used by it in connection with this Agreement, except as required by law.

SECTION XXIII - CONFLICT OF INTEREST
CONSULTANT covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner with the performance of Services. CONSULTANT further covenants that in the performance of this Agreement, no person having any such interest shall knowingly be employed by CONSULTANT.

During the term of this Agreement, CONSULTANT shall not act as an agent for others in any proceeding, application or matter before the MPO Board.

No member, officer or employee, of the Planning Commission or the MPO during his tenure or for two years thereafter, shall have any interest, direct or indirect in this Agreement or the proceeds thereof.

CONSULTANT agrees that it and its employees shall be bound by applicable local, state and federal laws regarding this subject of Conflict of Interest.

SECTION XXIV – FINAL ACCEPTANCE
When CONSULTANT completes an individual task assignment pursuant to a Notice to Proceed, CONSULTANT shall so advise the DIRECTOR in writing and request the release of retainage pursuant to Section VI of this Agreement. Within thirty (30) days of delivery of such notice, the Director shall release retainage or give CONSULTANT notice in writing of any individual task assignment, which, in the DIRECTOR’s sole judgment, have yet to be completed. Upon completion of such Services, CONSULTANT shall notify the DIRECTOR, and within the above specified time period the DIRECTOR shall release retainage, which shall constitute final acceptance of the specified individual task assignment. Final acceptance shall not constitute a waiver or abandonment of any rights or remedies available to the MPO under any other section of this Agreement.

SECTION XXV - ENTIRETY OF AGREEMENT
This Agreement embodies the entire agreement and understanding between the parties hereto, and there are no other agreements and understandings, oral or written with reference to the subject matter herein that are not incorporated herein and superseded hereby.
No alteration, change, or modification of the terms of this Agreement shall be valid unless made in writing, signed by both the MPO and CONSULTANT.

This Agreement, regardless of where executed, shall be governed by and constructed according to the laws of the State of Florida, and venue shall be in Hillsborough County, Florida.
SECTION XXVI - EXHIBITS

The following Exhibits are attached hereto and incorporated herein as integral parts of this Agreement, and CONSULTANT agrees to comply with all terms contained therein:

“A” Scope of Services
“B” Method of Compensation
“C” Approved Hourly Rates per Classification and Additive Percentages
“D” Hillsborough County EEO Requirements
“E” Federal Transit Administration Civil Rights Assurances
“F” CONSULTANT Certifications and Affidavits
“G” CONSULTANT Certificates of Insurance

IN WITNESS WHEREIN the parties hereto have executed this Agreement this _____ day of ________________, ____.

ATTEST:

Hillsborough County
Metropolitan Planning Organization
Reviewed as to Form and
Legal Sufficiency

By: ___________________________  By: ___________________________

MPO Chairman  MPO Attorney

ATTEST:

CONSULTANT

By: ___________________________  By: ___________________________

_________________________________  ___________________________
(title)  (witness)
(ACKNOWLEDGMENT OF CONSULTANT, IF A CORPORATION)

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

On this ___ day of ___________________, ______, before me, the undersigned authority, personally appeared _______________________________, to me known to be the individual described in and who executed the foregoing instrument as _______________________, of _____ ________________________________, a ________________ corporation, and who severally and duly acknowledged the execution of such instrument as such an officer aforesaid, for and on behalf of and as the act and deed of said corporation, pursuant to the powers conferred upon said officer by the corporation’s Board of Director’s or other appropriate authority of said corporation, and who, having knowledge of the several matters stated in said foregoing instrument, certified the same to be true in all respects. He/she is personally known to me or has produced _________________________ as identification and did (did not) take an oath.

WITNESS my hand and official seal the date aforesaid.

____________________________________
(Signature of Person Taking Acknowledgment)

_________________________________
(Name of Acknowledger Typed, Printed or Stamped)

__________________________________ (Title or Rank)

__________________________________ (Serial Number, if any) (NOTARY’S SEAL)
EXHIBIT “A”

SCOPE OF SERVICES
EXHIBIT “A”

SCOPE OF SERVICES
FOR
GENERAL PLANNING CONSULTANT

HILLSBOROUGH COUNTY
METROPOLITAN PLANNING ORGANIZATION
I. PURPOSE

The Hillsborough Metropolitan Planning Organization (MPO) in cooperation with the Florida Department of Transportation (“the Department”) requires the services of a consultant(s) to provide support for staff to accomplish various transportation planning functions approved by the MPO and relating to its Unified Planning Work Program (UPWP). Many of these tasks are required by the Moving America for Progress (MAP-21) and subsequent regulations. The work involves providing assistance to staff on a work assignment basis in a variety of planning, technical, graphical, public involvement, and product review activities. The consultant shall assist the staff by providing additional resources and expertise to accomplish negotiated individual task assignments authorized by the DIRECTOR. This scope outlines the general tasks that may be assigned to consultants under a general planning consultant contract, but should not be considered exhaustive.

II. SERVICES

A. Multimodal System and Corridor Planning (UPWP Task 2)

**Crash Mitigation/Congestion Management Planning** – The Consultant may assist in updating the Crash Mitigation/Congestion Management Process for Hillsborough County, to be coordinated with the rest of the region and the state. This may include developing, prioritizing, and recommending safety and transportation systems management and operations (TSMO) strategies to increase mobility within corridors and sub-areas. Work also may include developing the process and metrics for monitoring crashes and congestion causes and trends countywide, identifying strategies to target key recurring issues, developing implementation plans in collaboration with other agencies and evaluating the effectiveness of implemented strategies.

May include shorter-range operational modeling and data collection using software such as VISSIM, Synchro or AIMSUM.

**Smart Cities Planning** - The MPO may require assistance in planning an integrated and inter-operable Intelligent Transportation System (ITS) within Hillsborough County. This may include prioritizing and recommending User Services and Market Packages identified within the Tampa Bay Regional ITS Architecture, reviewing operations, architecture, and communications to ensure that jurisdictions’ ITS operate as an integrated system, and evaluating and assessing the performance of ITS investments. The task may require the consultant to investigate historical traffic and planning data for resources to determine appropriate measures applicable to the selection and application of User Services and Market Packages appropriate for the area and consistency with National or Regional ITS Architecture. Additional tasks may involve updating the Hillsborough County ITS...
Master Plan and planning for emerging autonomous, connected, electric, shared-ride vehicle technology.

**Security, Resilience and Emergency Management Planning** – the consultant may conduct vulnerability assessments and analyze mitigation strategies, including planning-level cost estimation, economic impact and return on investments.

**Complete Streets & Non-Motorized Planning** – The consultant may develop plans and projects that increase and improve cycling and walking facilities, improve safety and the perception of safety, and create universal access. This may include analysis of bicycle and pedestrian crashes, analysis of multi-modal level of service or level of traffic stress, and latent demand analysis; trail and side path feasibility studies; evaluating the feasibility and preparing context-sensitive design plans and conceptual engineering for inclusion of bicycle, pedestrian, micro-mobility, landscaping, ADA and other treatments in roadway facilities; and developing maps that creatively display corridors for safe and efficient non-motorized travel. Also, provide assistance in preparing special analyses requested by the Bicycle and Pedestrian Advisory Committee, Livable Roadways Committee, and/or MPO.

**Intermodal / Freight Planning** – Assist the MPO with incorporating freight and goods movement needs in the transportation planning process and identifying best practices in freight and goods movement planning. Includes coordination with freight activity centers, logistics zones, seaport, airport, freight rail and intermodal facilities.

**Transit and Transportation Demand Management Planning** - Evaluate the need for transit and travel demand management (TDM) strategies in Hillsborough County. Prepare analyses such as: transit level of service; transit supportive areas and TOD; access to jobs and activity centers; supportive pedestrian and ADA compliant infrastructure; transit quality of service evaluation; long-term fixed guideway, bus rapid transit, and water transit concepts, ridership forecasts and cost estimation; bus service, facilities and other transit assets, flexible on-demand transit, paratransit, TDM concepts and strategies such as telecommuting, parking polies, carpools, vanpools, shared ride and mobility as a service, cost estimation and transit oriented development. Establish on-going monitoring systems to implement multi-modal level-of-service analysis.

**Transportation Disadvantaged Planning** - Short-range coordinated transportation disadvantaged planning pursuant to Chapter 427, Florida Statutes and Rule Chapter 41-2, FAC. Assist in preparing an updated Hillsborough County Transportation Disadvantaged Service Plan. This may include updating the document’s demographics, population forecasts, operational elements, quality assurance measures, need assessment and identifying barriers to coordination.
In addition, assist in the annual evaluation of the Transportation Disadvantaged Program Community Transportation Coordinator (CTC). In particular, collect data for performance measures including, but not limited to, reliability, service (effectiveness, efficiency, availability), and safety. Further, provide support in completing the CTC evaluation workbook. Also, provide assistance in preparing special transportation disadvantaged reports or products requested by the Transportation Disadvantaged Coordinating Board and/or MPO.

Also, may include health impact analysis and screening of proposed projects.

**Corridor, Sub-Area and Environmental Studies** - Identify policies and physical improvements that effectively support multi-modal transportation systems within major corridors and sub-areas. Analyze problems and opportunities that relate to creating a balanced and efficient transportation system in transit station areas, downtowns, business districts, schools and mixed-use activity centers. Issues include planning for major investments, policy development, multi-modal transportation systems, congestion relief, safety, aesthetics, access management, adverse impacts, lane use and urban design that supports the efficient provision and maintenance of the transportation system and other related issues. Identify potential impacts to protected populations under EJ, Title VI and related requirements. Ensure this planning process addresses the equitable distribution of mobility benefits and possible adverse environmental and health impacts. Assist in early screening of NEPA alternatives, developing purpose and needs statements and reviewing projects in for the ETDM process. Analyze mitigation strategies to reduce negative impacts to the natural and built environment, including impacts to human health.

May include air quality analysis and forecasting at the regional or corridor level.

**D. Long Range Transportation Planning and Data Monitoring (UPWP Task 3)**

In order to maintain its consistency with local government comprehensive plans and keep the plan current, cost affordable, and conforming to federal laws, it will be necessary to periodically amend or update the Long Range Transportation Plan (LRTP). Assistance may be required to analyze revenue, cost, freight, environmental impacts, air quality, conformity determination, alternative highway and transit networks, socioeconomic, community, social, security, safety and other impacts of proposed amendments to, or updates of, the LRTP. The consultant should be experienced in running, summarizing, and analyzing the results of the most current version of the Tampa Bay Regional Planning Model.

Assist in tracking the physical characteristics and operation of the transportation system, measure performance against established targets and formulate strategies to maintain the system in good repair, improve safety, preserve
capacity, and maximize choices for personal mobility. This includes data collection activities for facilities on or off the state highway system and/or compilation of existing data including, but not limited to, manual and/or automated traffic counts, vehicle classification counts, crash reports, transportation surveys, questionnaires, roadway characteristics, pavement, bridge and transit asset condition, transit operation and performance, delay, vehicle speed and travel time reliability studies, etc. Compile data on passenger and freight movements through the county’s seaports, airports, and rail systems and their impact on the highway and transit systems. Identify, validate and incorporate new or emerging data sources and means of collection. Prepare data for GIS maps, MPO website, and MPO traffic count website.

Also, the consultant may be required to analyze transportation data to determine need and priority of transportation improvements including, but not limited to, roadway, transit, and/or bicycle/pedestrian projects. The consultant may need to analyze transportation data to calculate level of service (roadway, transit, multimodal), transit ridership, accident rates, or hazard indexes, and/or latent demand for bicycle/pedestrian facilities.

Other work may include developing or reviewing socioeconomic data forecasts and/or preparation of scenario based socioeconomic datasets; preparation of associated reports, graphics, and presentation materials.

E. **Public Engagement (UPWP Task 5)**

Prepare creative, engaging and user-friendly public information materials, including newsletters and plan summary brochures. Draft articles appropriate for eighth-grade reading level. Prepare creative graphics. Create enhancements to MPO website. Develop feedback mechanisms such as public opinion research, online surveys, interactive displays, participatory charrettes, social media, and communications strategies and messaging. Prepare materials in a variety of formats, including foreign language translation and ADA-compliant materials. Assist in scheduling, content, media and feedback on MPO speaking engagements, public workshops and special events in a variety of venues and formats.

F. **Regional Plans and Programs (UPWP Task 6)**

Assist in coordinating and the development of regional plans and programs consistent with federal and state requirements. This may include work related to the:

- West Central Florida MPO Chairs Coordinating Committees
- Tampa Bay TMA Leadership Group
- Regional LRTP;
• Regional Congestion Management Process;
• Regional Multi-Use Trails;
• Regional Fixed Guideways;
• Regional Analysis of Special Use Lanes and Toll Feasibility;
• Regional Goods Movement Studies, and;
• Regional Corridor Studies and Action Plans.

G. Other Transportation Planning Assistance

The consultant may be required to perform specific technical analyses assigned by the DIRECTOR to respond to directives from the MPO Board, new federal and state requirements, the need to coordinate with other agencies, and requests from the public. The consultant may be requested to assist with the development or maintenance of transportation improvement prioritization and programming, air quality reports, land use and socio-economic databases, environmental justice related analysis, scopes of services, revenue and cost estimation, financial analysis, customized database programming, GIS data and mapping, shared data platforms, web applications or other special transportation surveys or studies as approved by the Director. The consultant may also be requested to assist with logistical support in setting up and participating in public hearings, meetings, and workshops.
EXHIBIT “B”

METHOD OF COMPENSATION
EXHIBIT “B”

METHOD OF COMPENSATION

I. PURPOSE

This Exhibit describes and defines the limits of compensation to be made to CONSULTANT for individual task assignment for Services outlined in Exhibit “A” and the method by which payments will be made.

II. COMPENSATION

For the satisfactory completion and delivery of individual task assignment for Services detailed in Exhibit “A” CONSULTANT shall receive compensation as follows:

The MPO agrees to pay CONSULTANT for the performance of authorized Services described in Exhibit “A”, the amount of compensation stated in the Notice to Proceed (Lump Sum Fee), but not to exceed $300,000 per individual task assignment and $2,000,000 for the life of this Agreement. For any major type of work performed by CONSULTANT that CONSULTANT is not prequalified for by FDOT compensation will not exceed $250,000 for the life of this Agreement.

III. FEE DETERMINATION

The Director and CONSULTANT shall negotiate a Lump Sum Fee. The fees shall be determined in accordance with the following procedures:

A. The amount of the Lump Sum Fee shall be the agreed staff-hour effort required for performance of an individual task assignment Services at the approved hourly rates multiplied by the factor shown in Exhibit “C” (to cover the cost of labor, overhead, fringe benefits and operating margin); plus the cost of negotiated expenses.

B. The approved hourly rates per job classification for CONSULTANT to be applied to this Agreement are specified in Exhibit “C”, attached hereto and made a part hereof.

C. Negotiated expenses may include approved miscellaneous and out-of-pocket expenses of CONSULTANT.

1. Out-of-pocket expenses, to be negotiated for this Agreement, or for any individual task assignment covered by this Agreement, including any incidental costs of printing, materials, incidental services, expendable equipment, out of town travel greater than 100 miles from Tampa and within the limits of Florida Statute 112.061, use or rental of equipment, long distance calls, and tolls anticipated by CONSULTANT shall be agreed to by the DIRECTOR as part of the Lump Sum Fee.

2. All negotiated expenses must be agreed to by the DIRECTOR as part of the Lump Sum Fee and included in any Notice to Proceed.
IV. PROVISIONS FOR PAYMENT

Payments shall generally be tied to delivery of interim and final work products pursuant to the provisions of a Notice to Proceed. Progress payments may be made in proportion to the percentages of work accepted by the DIRECTOR pursuant to a Notice to Proceed. Such progress payments may be made prior to completion of an individual task assignment, however invoices for such payments may not be submitted by CONSULTANT on a less than monthly basis. Final payment shall be due and payable upon satisfactory completion of any individual task assignments as approved and accepted by the DIRECTOR, as provided in Section XXIV of this Agreement.

Invoices submitted by CONSULTANT for work performed pursuant to a Notice to Proceed shall contain a progress report in sufficient detail for a proper pre-audit and post-audit to demonstrate performance by CONSULTANT of sufficient work to support the invoice.

Each individual task assignment shall be invoiced individually.

The MPO shall pay CONSULTANT within 30 days of its receipt of the CONSULTANT’S proper invoice, as defined by Section 218.72 Florida Statutes, and accompanied by a progress report.

V. RETAINAGE

As stated in this Agreement, Section VI.

VI. FINAL CLOSE-OUT

Final Audit: The MPO or its funding agencies may perform or have performed, a final audit of the records of CONSULTANT to support the compensation paid to CONSULTANT for any individual task assignment for Services. Any such audit should be performed as soon as practical after completion and acceptance of any individual task assignment pursuant to this Agreement. The final payment to CONSULTANT may be adjusted for audit results.
EXHIBIT “C”

CONSULTANT (AND SUBCONSULTANT)
APPROVED HOURLY RATES PER CLASSIFICATION
AND ADDITIVE PERCENTAGES
### APPROVED HOURLY RATES PER CLASSIFICATION
**AND ADDITIVE PERCENTAGES**

(Name of Consultant/Subconsultant)

<table>
<thead>
<tr>
<th>PERSONNEL CLASSIFICATION</th>
<th>HOURLY RATES&lt;sup&gt;1&lt;/sup&gt;</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>YEAR 1&lt;sup&gt;2&lt;/sup&gt;</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(1) Unburdened, does not include overhead, fringe benefits, facility capital cost of money, operating margin or out-of-pocket expenses

(2) Future year rates will become effective February 1<sup>st</sup> of each year and will be escalated based on the annual percent increase of the CPI-W, all items, as published by the Bureau of Labor Statistics mid-January each year.

Additive Percentages:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary</td>
<td>%</td>
</tr>
<tr>
<td>Overhead</td>
<td>+</td>
</tr>
<tr>
<td>FCCM</td>
<td>+</td>
</tr>
<tr>
<td>Operating Margin</td>
<td>+</td>
</tr>
<tr>
<td>Burdened Salary&lt;sup&gt;3&lt;/sup&gt;</td>
<td>=</td>
</tr>
</tbody>
</table>

(3) Burdened Salary not to exceed: ___________________________
EXHIBIT “D”

Hillsborough County Equal Employment Opportunity Requirements
HILLSBOROUGH COUNTY EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS

STATEMENT OF COMPLIANCE

THE PROPOSER/BIDDER REPRESENTS THAT THE INFORMATION SUBMITTED HEREIN IS TRUE AND CORRECT. THE PROPOSER/BIDDER ASSURES HILLSBOROUGH COUNTY OF ITS COMPLIANCE WITH FEDERAL, STATE AND COUNTY AFFIRMATIVE ACTION AND EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS. THE PROPOSER/BIDDER FURTHER ASSURES THAT IT AND ITS SUBCONTRACTOR’S/SUBRECIPIENT’S FACILITIES ARE ACCESSIBLE TO THE HANDICAPPED (IF APPLICABLE).

INSTRUCTIONS

As a proposer/contractor with the County, you are urged to carefully review the Equal Employment Opportunity Affirmative Action Questionnaire and respond to it as it relates to your own employment practices.

Please note particularly that:

1. Where federally-assisted contracts are involved, the proposer/contractor is bound by Revised Order No. 4 (41 CFR Part 60-2) and Executive Order 11246 of September 24, 1965 as amended, by Executive Orders 11375 and 12086; or Title VI of the Civil Rights Act of 1964 and Federal contract Compliance “bid conditions” in the proposal package.

2. The proposer/contractor must complete ALL forms of this Equal Employment Opportunity Affirmative Action Questionnaire if the total amount of the contract is equal to or exceeds $10,000.

If at any time there arises a question, problem or need for assistance in meeting the equal opportunity requirements on County contracts, please contact Hillsborough County’s Economic Development Department, DM/DWBE & SBE Programs Section, P.O. Box 1110, Tampa, Florida 33601, (813) 272-5969.
EQUAL EMPLOYMENT OPPORTUNITY
AFFIRMATIVE ACTION QUESTIONNAIRE

PROJECT: Hillsborough County Metropolitan Planning Organization General Transportation Planning Consultant Services

FIRM’S CIVIL RIGHTS STATUS

All responding firms are requested to carefully review the following questions and provide responses as it relates to the firm’s own affirmative action and equal opportunity practices.

Please respond to the following:

1. Provide a copy of your organization’s Affirmative Action Plan or Program. (If not submitted within the past twelve (12) months.) *
2. Workforce Analysis by race/sex and EEO Category.
3. If organization receives federal/state/local funding, please list source and dollar amount.
4. Name of person designated as EEO representative.
5. Is the organization receptive to on-site reviews?
6. Does the organization have a procedure for resolving discrimination complaints?
7. Has your firm been charged with discrimination within the past eighteen (18) months? If yes, how many charges, nature of charge; when; and where?
8. Do you anticipate hiring additional staff to perform this contract? If yes, please provide the number of positions and type of positions.
9. Please provide a copy of the company’s Affirmative Action/Equal Employment Opportunity Policy Statement, signed and dated by the Chief Executive Officer. (If not submitted within the past twelve (12) months).

* A written Affirmative Action Plan or Program is required if the firm has fifteen (15) or more employees. If the firm has fewer than fifteen (15) employees, then an Affirmative Action Policy Statement is required.
SANCTIONS AND PENALTIES

1. Failure to comply with the Equal Opportunity and Affirmative Action requirements adopted by the Board of County Commissioners of Hillsborough County may result in suspension or debarment of the firms or individuals involved. Debarment of firms by Hillsborough County for activity contrary to this program will be carried out according to the debarment procedures contained in the Hillsborough County Purchasing Manual. Said firm or individual will be notified by registered mail of said suspension or debarment and may appeal suspension or debarment through the procedure set forth in the Purchasing Manual.

2. The Board of County Commissioners encourages each proposer/bidder to submit EEO documentation with the bid.

3. The Board of County Commissioners also reserves the right to reject any proposals from firms who have previously failed to perform properly and who have done so by commission or omission of an act of such serious or compelling nature that the act indicates a serious lack of business integrity or honesty or willingness to comply.
<table>
<thead>
<tr>
<th>JOB CATEGORY</th>
<th>TOTAL EMPLOYEES</th>
<th>MALES</th>
<th>FEMALES</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>MALE</td>
<td>WHT</td>
</tr>
<tr>
<td>Officials &amp; Managers</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professionals</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technicians</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sales Workers</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Office &amp; Clerical</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Craftsmen (Skilled)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operatives (Semi-Skilled)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laborers (Unskilled)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Workers</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

HISP: Hispanic
API: Asian/Pacific Islander
AI: American Indian

Job categories as provided herein are those categories identified and used in EEO (1-6) reporting requirements, required from employers by the Federal government.

(DO NOT LEAVE THIS PAGE BLANK)
EXHIBIT “E”

FEDERAL TRANSIT ADMINISTRATION
CIVIL RIGHTS ASSURANCE
USDOT TITLE VI ASSURANCE

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

1. **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, “USDOT”) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.

2. **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3. **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor’s obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.

4. **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance:** In the event of the Contractor’s noncompliance with the nondiscrimination provisions of this contract, the Florida Department of
Transportation shall impose such contract sanctions as it or the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may determine to be appropriate, including, but not limited to:

a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
b. cancellation, termination or suspension of the contract, in whole or in part.

6. Incorporation of Provisions: The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the Florida Department of Transportation to enter into such litigation to protect the interests of the Florida Department of Transportation, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

7. Compliance with Nondiscrimination Statutes and Authorities: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private
transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).
EXHIBIT “F”

CONSULTANT CERTIFICATIONS AND AFFIDAVITS
CONSULTANT AFFIDAVIT

STATE OF __________________________
COUNTY OF _______________________

Before me, the undersigned authority, personally appeared _____________________ who was sworn and says:

1. He is (Title) ______________________ of (Firm) ________________________ with office in (City and State) ________________________________________________.

2. [If applicable] The named firm is submitting the attached proposal for FDOT Work Program Item Number ___________, Project Number ______________, in District VII, Hillsborough County, Florida.

3. The affiant has made diligent inquiry and answers this affidavit based upon his own knowledge.

4. Only one proposal for the above-referenced project will be submitted, under the name or different name, and the proposer has no financial interest in the firm of another proposer for the same work.

5. Neither the affiant nor the firm has directly or indirectly entered in any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive pricing in connection with the firm’s proposal on the above project. This statement shall restrict the discussion of pricing data until the completion of the execution of the Consultant Agreement for this project.

6. Neither the firm nor its affiliates, nor anyone associated with them is presently debarred, suspended or otherwise ineligible from participating in contract lettings by any state agency in any state or the FHWA.

7. Neither the firm, nor any officer, DIRECTOR, employee of the firm or any of its affiliates has been criminally or civilly charged with antitrust violations, or had convictions or judgments resulting from such charges. There have been no charges or subsequent convictions or any criminal act under state or federal law which involved fraud, bribery, conspiracy, antitrust violations or material misrepresentation with respect to a public contract, except for matters previously disclosed to the Department and filed in Case No.(s)________________ with the Clerk of Agency Proceedings. [If inapplicable, enter N/A].

8. This affidavit includes disclosure of employees who were charged or convicted of contract crimes while in the employ of another company.

________________________________________________________
Signature

Sworn to and subscribed before me this ______ day of ________________, 20____.

________________________________________________________
Notary
My Commission Expires: ____________

NOTICE

Any evidence of collusion among participating proposers will preclude their recognition as proposers of such job and subjects them to penalties and restraints under applicable State and Federal Law.
SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR
OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to the Hillsborough County Metropolitan Planning
Organization

by _____________________________________________________________________

(Print individual’s name and title)

for ____________________________________________________________________

(Print name of entity submitting sworn statement)

whose business address is ______________________________________________

________________________________________________

and (if applicable) its Federal Employer Identification Number (FEIN) is _________________. (If
the entity has no FEIN, include the Social Security Number of the individual signing this sworn
statement: ______-____-_____.)

2. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g), Florida
Statutes, means a violation of any state or federal law by a person with respect to and directly
related to the transaction of business with any public entity or with an agency or political
subdivision of any other state or with the United States, including, but not limited to, any bid
or contract for goods or services any lease for real property, or any contract for the
construction or repair of a public building or public or public work, involving antitrust, fraud,
theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that “convicted” or “conviction” as defined in paragraph 287.133(1)(b), Florida
Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an
adjudication of guilt, in any federal or state trial court of record relating to charges brought
by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or
entry of a plea of guilty or nolo contendere.

4. In understand that an “affiliate” as defined in 287.133(1)(a), Florida Statutes means:

1. A predecessor or successor of a person convicted of a public entity crime; or

2. An entity under the control of any natural person who is active in the management of the
entity and who has been convicted of a public entity crime. The term “affiliate” includes
those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a “person” as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)

___Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

___The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

___The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings, and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION
287.017, **Florida Statutes** for category two of any change in the information contained in this form.

___________________________________________
(Signature)

___________________________________________
(Date)

STATE OF _________________________

COUNTY OF _________________________

PERSONALLY APPEARED BEFORE ME, the undersigned authority,

___________________________________________ who, after first being sworn by me,
(Name of individual signing)

affixed his/her signature in the space provided above on this _____ day of  
__________________, 20___.

___________________________________________
NOTARY PUBLIC

My commission expires: _____________________
CONSULTANT hereby certifies, covenants and warrants that wage rates and other factual unit costs supporting the compensation for this contract are accurate, complete, and current at the time of contracting.

CONSULTANT further agrees that the original contract price and any additions thereto shall be adjusted to exclude any significant sums by which the MPO determines the contract price was increased due to inaccurate, incomplete or noncurrent wage rates and other factual unit costs. All such contract adjustments shall be made within one (1) year following the end of the contract. For purposes of this Certificate, the end of the contract shall be deemed to be the date of the final billing or acceptance of the work by the MPO, whichever is later.

__________________________________
Name of CONSULTANT

By: __________________________________
Authorized Signature

Title: __________________________________

Attest: ________________________________
Secretary or Notary

If individual, furnish two witnesses:

__________________________________    ______________
Witness (1)                             Witness (2)
CERTIFICATION REGARDING DEBARMENT  
SUSPENSION, AND OTHER RESPONSIBILITY MATTERS  
-PRIMARY COVERED TRANSACTIONS-  
(Compliance with 49 CFR. Section 29.510, Federal Aid Contracts)

Instructions for Certification:

1. By signing and submitting this certification with the proposal, the prospective primary participant is providing the certification set out below.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency’s determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.

4. The prospective primary participant shall provide immediate written notice to the Department if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms “covered transaction,” “debarred,” “suspended”, “ineligible,” “lower tier covered transaction,” “participant,” “person,” “primary covered transaction,” “principal,” “proposal,” “and “voluntarily excluded,” as used in this clause, have the meanings set out in the Definitions and Coverage section of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled “Appendix B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction,” provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under Paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the Department may terminate this transaction for cause of default.

Certification in Compliance with 49 CFR Section 29.510

State of ___________________________ County of ___________________________

I, ___________________________, hereby attest and swear

that I am ___________________________ of ___________________________

_____________________________ (Title) ___________________________

_____________________________ (Firm) ___________________________

_____________________________ (City and County)

is submitting the attached proposal for the projects identified as follows:

FDOT Work Program Item Number(s) [if applicable] ___________________________

State Project Number(s) ___________________________

Federal Air Project Number(s) ___________________________

in ___________________________ County(ies), Florida.

I further hereby certify that:

(1) I am either an officer, director, partner, key employee, or other person within the prospective primary participant with primary management or supervisory responsibilities;

(2) To the best of my knowledge and belief, the prospective primary participant and its principals;
(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not, within a three-year period preceding this application/proposal, had one or more public transactions (Federal, State, or local) terminated for cause of default.

(3) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall note the exception below and attach an application to this proposal.

Exceptions:

Any exception listed above will not necessarily result in denial of participation in this covered transaction. For any exception noted, indicate to whom it applied, initiating agency, and dates of agency action. The explanation will be considered in connection with the department or agency’s determination whether to enter into this transaction.

________________________________________________________________________
Affiant

Sworn to and subscribed before me this ________ day of ____________, 20_______________

________________________________________________________________________
Notary
My commission expires: ___________________________
STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
DBE PREFERENCE CERTIFICATION

RE: General Transportation Planning Consultant Services

I, ________________________________, ________________________________
(Name)  (Title)
of ______________________________________________________________
(Name of Firm)
hereby certify that our firm (____ is) (_____ is not) a Department of Transportation (Department)
certified Disadvantaged Business Enterprise (DBE). I also certify that our firm intends to assist
the MPO in achieving its annual DBE goal regarding subletting work on the above referenced
project(s) to certified Disadvantaged Business Enterprises.

I understand that each solicitation for which a contract goal has been established may require
CONSULTANT to submit the following information, at the discretion of the MPO, at least 24 hours
before commitment of the performance of the contract.

1. The names an addresses of the DBE firms that will participate in the contract;
2. A description of the work that each DBE will perform;
3. The percent or dollar amount of participation of each DBE firm;
4. Written and signed documentation of commitment to use a DBE subconsultant whose
participation it submits to meet a contract goal;
5. Written and signed confirmation from the DBE that it is participating in the contract as
provided in CONSULTANT’s commitment; and
6. If the contract is not met, evidence of good faith efforts, as defined by the MPO, must be
demonstrated.

(Check one)  ________ Intends to subcontract work to DBE(s)
               ________ Does not intend to subcontract work to DBE(s)

Since I have indicated above that a portion of the work will be sublet to certified DBE(s), the
firms considered as proposed DBE subconsultants/vendors and the types of work to be
subcontracted are as follows:

<table>
<thead>
<tr>
<th>DBE SUBCONSULTANTS/VENDORS</th>
<th>TYPE OF WORK/COMMODITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________________________</td>
<td>_________________________</td>
</tr>
<tr>
<td>__________________________</td>
<td>_________________________</td>
</tr>
<tr>
<td>__________________________</td>
<td>_________________________</td>
</tr>
</tbody>
</table>

Signed: __________________________
Title: __________________________
Date: __________________________
[Attach applicable DBE Certification letters for consultant and subconsultants]
EXHIBIT G

CONSULTANT
CERTIFICATES OF INSURANCE
<table>
<thead>
<tr>
<th>FDOT Job Classification</th>
<th>Atkins</th>
<th>Fehr &amp; Peers</th>
<th>HDR</th>
<th>Kittelson</th>
<th>VHB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquisition Agent</td>
<td>$42.61</td>
<td>$43.81</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Architect</td>
<td>$32.50</td>
<td>$32.50</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CAD/CAD Technician</td>
<td>$40.32</td>
<td>$40.32</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chief Computer Programmer</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Junior)</td>
<td>$30.07</td>
<td>$30.07</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Senior)</td>
<td>$40.99</td>
<td>$40.99</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer Programmer</td>
<td>$33.81</td>
<td>$33.81</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contract Coordinator</td>
<td>$42.07</td>
<td>$42.07</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineer 1</td>
<td>$43.16</td>
<td>$43.16</td>
<td></td>
<td>$44.43</td>
<td></td>
</tr>
<tr>
<td>Engineer 2</td>
<td>$43.70</td>
<td>$43.70</td>
<td>$40.66</td>
<td>$44.43</td>
<td>$38.58</td>
</tr>
<tr>
<td>Engineer 3</td>
<td>$43.70</td>
<td>$43.70</td>
<td>$40.66</td>
<td>$44.43</td>
<td>$38.58</td>
</tr>
<tr>
<td>Engineering Intern</td>
<td>$43.70</td>
<td>$43.70</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineering Technician</td>
<td>$43.70</td>
<td>$43.70</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Environmental Specialist</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GIS Specialist</td>
<td>$40.63</td>
<td>$40.63</td>
<td></td>
<td>$47.54</td>
<td></td>
</tr>
<tr>
<td>Graphic Designer</td>
<td>$29.91</td>
<td>$29.91</td>
<td></td>
<td>$33.43</td>
<td></td>
</tr>
<tr>
<td>Landscape Architect</td>
<td>$34.09</td>
<td>$34.09</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Landscape Architect Intern</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Landscape Designer/Landscape Planner</td>
<td>$31.49</td>
<td>$31.49</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Planner</td>
<td>$31.55</td>
<td>$31.55</td>
<td></td>
<td>$32.80</td>
<td>$26.45</td>
</tr>
<tr>
<td>Principal Engineer</td>
<td>$82.71</td>
<td>$82.71</td>
<td></td>
<td>$75.70</td>
<td>$84.29</td>
</tr>
<tr>
<td>Project Architect</td>
<td>$54.93</td>
<td>$54.93</td>
<td></td>
<td>$64.04</td>
<td>$68.67</td>
</tr>
<tr>
<td>Project Manager 1</td>
<td>$61.01</td>
<td>$61.01</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Manager 2</td>
<td>$68.50</td>
<td>$68.50</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Manager 3</td>
<td>$78.18</td>
<td>$78.18</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Planner</td>
<td>$38.22</td>
<td>$38.22</td>
<td>$44.14</td>
<td>$43.25</td>
<td>$35.37</td>
</tr>
<tr>
<td>Scientist</td>
<td>$28.00</td>
<td>$28.00</td>
<td>$28.00</td>
<td>$28.00</td>
<td>$28.00</td>
</tr>
<tr>
<td>Senior Acquisition Agent</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Senior Architect</td>
<td>$48.76</td>
<td>$48.76</td>
<td></td>
<td>$80.00</td>
<td>$41.21</td>
</tr>
<tr>
<td>Senior Designer</td>
<td>$60.37</td>
<td>$60.37</td>
<td></td>
<td>$73.86</td>
<td>$66.11</td>
</tr>
<tr>
<td>Senior Engineer 1</td>
<td>$62.88</td>
<td>$62.88</td>
<td></td>
<td>$73.86</td>
<td>$66.11</td>
</tr>
<tr>
<td>Senior Engineer 2</td>
<td>$63.14</td>
<td>$63.14</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Senior Engineering Tech</td>
<td>$23.33</td>
<td>$23.33</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Senior Environmental Specialist</td>
<td>$42.91</td>
<td>$42.91</td>
<td>$50.48</td>
<td>$51.77</td>
<td></td>
</tr>
<tr>
<td>Senior Project Architect</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Senior Project Manager</td>
<td>$55.22</td>
<td>$55.22</td>
<td>$48.00</td>
<td>$55.68</td>
<td>$34.68</td>
</tr>
<tr>
<td>Senior Scientist</td>
<td>$44.78</td>
<td>$44.78</td>
<td>$37.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technician</td>
<td>$19.63</td>
<td>$19.63</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transportation Data Analyst</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transportation Data Tech</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transportation Data Scientist</td>
<td>$50.16</td>
<td>$50.16</td>
<td>$75.94</td>
<td>$38.47</td>
<td></td>
</tr>
<tr>
<td>SES A</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SES B</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Secretary/Clinical</td>
<td>$25.26</td>
<td>$25.26</td>
<td>$25.26</td>
<td>$25.26</td>
<td>$25.26</td>
</tr>
</tbody>
</table>

2020 General Planning Consultants
Rates by Job Classification

Proposed Labor Rate Multiplier

<table>
<thead>
<tr>
<th>Atkins</th>
<th>Fehr &amp; Peers</th>
<th>HDR</th>
<th>Kittelson</th>
<th>VHB</th>
</tr>
</thead>
<tbody>
<tr>
<td>272.98</td>
<td>303.53</td>
<td>300.68</td>
<td>289.63</td>
<td>304.102</td>
</tr>
</tbody>
</table>
Board & Committee Agenda Item

**Agenda Item**
Tampa Bay Next Quarterly Update

**Presenter**
FDOT Representative

**Summary**
Tampa Bay Next is a program to modernize Tampa Bay’s transportation infrastructure and prepare for the future. FDOT will provide an update on recent activities.

**Recommended Action**
None; for information only.

**Prepared By**
Cheryl Wilkening, MPO Staff

**Attachments**
None.
Metropolitan Planning Organization

The Hillsborough Metropolitan Planning Organization (MPO) is a transportation policymaking board mandated by federal and state law. The MPO is responsible for making sure federal and state dollars spent on transportation arise from a continuing, cooperative, and comprehensive planning process. Its board includes members of all local governing boards and transportation authorities, as well as the Hillsborough County School Board and the Planning Commission.

After an annual evaluation “report card” from the MPO, County Commissioners decided to expand the Sunshine Line service for County residents who need it the most, now providing limited trips on weekends.

FY 19 and FY 20 Accomplishments:

• The It’s TIME Hillsborough Transportation Plan was finalized and adopted in November 2019, concluding two years of growth forecasts, needs analysis, and record-breaking public engagement.

• Funded by a national grant and led by Hillsborough MPO, the Resilient Tampa Bay Transportation Study flagged storm-vulnerable roads, and estimated the costs and benefits of investing in stormwater systems and protections.

• The MPO updated the countywide, multimodal State of the System Report, and forecast what our future looks like with and without the Transportation Sales Tax, using performance metrics for safety, maintenance, access, and travel time reliability.

FY 20 and FY 21 Core Goals:

• Develop components of and amend as needed the countywide Long-Range Transportation Plan (LRTP). The plan addresses all modes of transportation and identifies priority improvements to meet present and future growth needs, within budget constraints.

• Annually update the countywide Transportation Improvement Program (TIP), which assigns available federal and state funds and grants to projects within Hillsborough County, and also documents all major projects by local governments and agencies for public reference.

• Sustain a countywide Congestion Management/ Crash Mitigation Process (CMCMCP) for the major road network that addresses traffic operations, safety, smart technology, travel demand management, and alternatives to driving alone. Collect data, prepare State of the System and Level of Service reports, and study problem areas in collaboration with local agencies.

• Annually update the Transportation Disadvantaged Service Plan (TDSP), forecasting the transportation needs of County residents who do not have the means to transport themselves to life-sustaining activities, evaluating current services, and setting priorities for the provision of future services.

• Coordinate transportation plans with neighboring counties through the MPO Chairs’ Coordinating Committee (CCC) and the Tampa Bay TMA Leadership Group. Provide a forum for local consensus on the region’s priorities, and work together to secure discretionary funding.
A regional coalition of government agencies, legislators, and civic groups, led in part by Hillsborough MPO, advocated for reconstructing one of Tampa Bay’s greatest bottlenecks: the Westshore Interchange. In November 2019, the coalition received welcome news of the governor’s decision to fund the project.

**Innovation:**

Hillsborough MPO worked with its neighbors to streamline regional transportation planning, merging a tri-county group with a preexisting eight-county group, reducing the annual meeting load from 7 to 4, and negotiating an updated interlocal agreement that has now been approved by all parties.

**Contact:**

(813) 272-5940
PlanHillsborough.org

---

**FY 20 and FY 21 Key Projects:**

- The MPO will continue to be a leader in the Vision Zero movement’s focus on reducing traffic deaths and injuries, wrapping up a Speed Management Action Plan, and conducting detailed field-reviews of eight high-crash roads in unincorporated Hillsborough County to identify low-cost, implementable safety enhancements.

- The MPO’s Health in All Policies resolution will be integrated into the transportation priority-setting process, and the Garden Steps project to expand access to fresh produce in food desert neighborhoods will be in full swing with the support of an Aetna Foundation grant.

- The MPO will continue to lead one of the three initiatives of the Tampa Bay Smart Cities Alliance, expanding the Shared Data and Analytics Platform created last year for the MPO, local governments, and FDOT to monitor traffic speed and safety trends using real-time data, and flag problem areas for attention.

---

**Performance Measure**

<table>
<thead>
<tr>
<th>Performance Measure</th>
<th>FY 18 Actual</th>
<th>FY 19 Actual</th>
<th>FY 20 Adopted</th>
<th>FY 21 Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annually updated Transportation Improvement Program, approved by U.S. Department of Transportation, identifying projects and making them eligible for designated state and federal funding amounts within the next five years.</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Government-in-the-Sunshine meetings of the board and its advisory committees, providing full public access to the transportation priorities decision-making process.</td>
<td>79</td>
<td>83</td>
<td>80</td>
<td>80</td>
</tr>
</tbody>
</table>
### Metropolitan Planning Organization

#### Appropriations

<table>
<thead>
<tr>
<th></th>
<th>FY 18 Actual</th>
<th>FY 19 Actual</th>
<th>FY 20 Adopted</th>
<th>FY 21 Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel Services</td>
<td>$930,742</td>
<td>$932,368</td>
<td>$2,374,986</td>
<td>$1,863,561</td>
</tr>
<tr>
<td>Operating Expenditures/Expenses</td>
<td>$1,971,020</td>
<td>$1,484,533</td>
<td>$8,898,167</td>
<td>$4,946,747</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>10,912</td>
<td>12,323</td>
<td>58,000</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$2,912,674</strong></td>
<td><strong>$2,429,224</strong></td>
<td><strong>$11,331,153</strong></td>
<td><strong>$6,810,308</strong></td>
</tr>
</tbody>
</table>

#### Budget by Fund

<table>
<thead>
<tr>
<th>Fund</th>
<th>FY 18 Actual</th>
<th>FY 19 Actual</th>
<th>FY 20 Adopted</th>
<th>FY 21 Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants (Not Transportation Related)</td>
<td>$2,912,674</td>
<td>$2,429,224</td>
<td>$7,056,631</td>
<td>$6,810,308</td>
</tr>
<tr>
<td>Discretely Presented Component Units</td>
<td>0</td>
<td>0</td>
<td>4,274,522</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$2,912,674</strong></td>
<td><strong>$2,429,224</strong></td>
<td><strong>$11,331,153</strong></td>
<td><strong>$6,810,308</strong></td>
</tr>
</tbody>
</table>

**Funded Positions**

- 7
- 7
- 7
- 8

**Funded FTE Positions**

- 7.00
- 7.00
- 7.00
- 8.00

### Budget Changes and Operational Impact
**FY 20 to FY 21**

**Personnel Services:**
- A 9.62% increase in Healthcare costs is budgeted.
- A Community Planner II position is added.
- The decrease in expenditures is due to Transportation Surtax funds being placed in reserves.

**Operating Expenditures:**
- The decrease in expenditures is due to Transportation Surtax funds being placed in reserves.

**Capital and Other Expenditures:**
- The decrease in expenditures is due to Transportation Surtax funds being placed in reserves.
July 6, 2020

Chairman Guido Maniscalco and Council Members
Tampa City Council
315 E. Kennedy Blvd., 3rd Floor
Tampa, FL 33602

Dear Chairman and Council,

This letter is to express my support for the City Corridor Planning Process that is outlined in a staff memo for your July 16th meeting. The approach was developed collaboratively by the staffpeople of the City, the City-County Planning Commission, and the MPO.

The MPO updated its Unified Planning Work Program in May with a focus on studies to improve roadway safety, community health and resilience, and essential transit infrastructure. All of these elements dovetail integrally with the City of Tampa planning process which has been drafted for your consideration.

We’ve been pleased to support and assist the City’s planning initiatives in previous years. We look forward to continuing that collaboration and hope you will approve moving forward with the proposed corridor planning initiative.

Sincerely,

Beth Alden
Executive Director

Plan Hillsborough
planhillsborough.org
planner@plancom.org
813 - 272 - 5940
601 E Kennedy Blvd
18th Floor
Tampa, FL, 33602
July 14, 2020

Mr. David Gwynn
District Seven Secretary
Florida Department of Transportation
11201 N. McKinley Drive
Tampa, FL 33612-6403

Re: 2020/2024/25 Transportation Improvement Program

Dear David,

Thank you for your support and participation in the public hearing on June 30, 2020 at which the Hillsborough Metropolitan Planning Organization (MPO) adopted the fiscal year (FY) 2020/2024/25 Transportation Improvement Program (TIP) and list of priority projects for future funding. Prior to the board’s approval, the TIP and Priorities were reviewed and approved by the MPO Citizens Advisory and Technical Advisory Committees at their June 10th and June 29th meetings, respectively. The TIP was adopted by the board 13 to 3, and a motion to move the HART CSX study up to the top of the Major Investments of the TIP Priority List.

This TIP, which becomes effective on October 1, 2020, comprises projects programmed by the FDOT reflecting priorities established by the MPO on June 11, 2019. We appreciate the Department’s continued coordination with the MPO to address the multimodal needs of the community.

We are submitting one electronic copy of the TIP for your review and distribution. If you have any questions, please contact me or Sarah McKinley at 813-272-5940.

Sincerely,

Beth Alden, AICP
Executive Director

CC: MPO Board Members
John Lyons, Hillsborough County
Jean Duncan, City of Tampa
Bill McDaniel, Plant City
Charles Stephenson, City of Temple Terrace
Carolyn House Stewart, HART
Roger Roscoe, MPO Liaison, FDOT

TIP Website: http://www.planhillsborough.org/transportation-improvement-program-tip/

Adopted TIP: http://www.planhillsborough.org/wp-content/uploa