



**2018
Florida Federal
Planning Finding
(Statewide Annual
Assessment)**

**Federal Highway Administration
Federal Transit Administration
Region 4**

September 28, 2018

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I. BACKGROUND

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) have joint stewardship responsibilities to ensure that both the statewide and metropolitan transportation planning processes satisfy the requirements of 23 U.S.C. 134, 135, 303 and 315; 49 U.S.C. 5303-5305, 23 CFR Part 450 and 500 (Subparts B, C and Appendix A), and 49 CFR Part 613 (Subparts A and B). From a statewide planning perspective, the State certifies the process through the submittal of the Statewide Transportation Improvement Program (STIP), while Metropolitan Planning Organizations (MPOs) and the State jointly certify the metropolitan transportation planning processes through the submittal of the MPOs' Transportation Improvement Programs (TIPs). Based on our review of the STIP, TIPs, our annual program and risk assessments, and our day-to-day stewardship and oversight activities, FHWA and FTA are responsible for issuing the following types of planning findings and approvals:

- A. *Metropolitan planning findings based on review of MPO TIPs and certification statements.* Pursuant to 23 CFR 450.328(a), the FHWA/FTA must jointly find that each metropolitan TIP is based on a "3-C" (continuing, comprehensive, and cooperative) planning process by the MPO, State Department of Transportation, and transit service provider(s). In Florida, this finding primarily has been based on the annual MPO/Florida Department of Transportation (FDOT) joint certification statements on the respective metropolitan planning processes. Information collected from the quadrennial FHWA/FTA certification reviews of the planning processes in Florida's Transportation Management Areas (TMAs), pursuant to 23 CFR 450.334(b), also has provided substantial input for FHWA/FTA to issue these annual "3-C" planning findings.
- B. *FHWA/FTA review of the statewide planning process and issuance of a related statewide planning finding to support FHWA/FTA approval of the STIP.* As outlined under 23 CFR 450.218, the FHWA/FTA statewide planning finding, made in conjunction with the FHWA/FTA approval of the STIP, ensures, at a minimum, that the process from which the STIP was developed is consistent with the provisions of 23 U.S.C. 134 and 135 and 49 U.S.C. 5303-5305. A joint FHWA/FTA planning finding accompanies the annual FHWA/FTA approval of Florida's STIP. In Florida, this process was formerly known as the "annual assessment" of the statewide planning process. It is now known officially as the "Federal Planning Finding" to better align with the regulatory responsibilities.

The primary objective of this report is to substantiate the issuance of the FHWA/FTA Statewide Planning Finding for supporting FHWA/FTA approval of Florida's Fiscal Year (FY) 2018/19 - 2021/22 STIP.

II. FORMAT

The findings in this report are based in part on the information received during the annual statewide assessment meeting held on July 11, 2018, with the FDOT staff responsible for the topic area activities. The numerous topics discussed are related to FDOT's statewide planning process and are listed in the Meeting Agenda, shown in Appendix A. A summary of the information conveyed during and after the meeting is provided in Appendix B. The list of meeting attendees is provided in Appendix C. Documentation received from FDOT on the topics covered during the Statewide Assessment Review process meeting was used to support the findings and is on file at the FHWA Division Office.

III. TOPICS OF INTEREST

A. Findings and Recommendations From the 2017 Statewide Annual Assessment

Provided below are the overall findings from the 2017 Annual Assessment Report, and the status of the recommendations as provided by FDOT.

1. ADA Transition Plan - Pursuant to the FHWA November 17, 2014 memorandum, FDOT's compliance with the Americans with Disabilities Act (ADA) transition planning regulations (28 CFR 35.150(d)) is a condition of STIP approval by FHWA and FTA. FDOT long maintained that its aggressive focus on ADA improvements in the work program coupled with extensive design specifications resulted in a substantially completed transition plan. However, historically FHWA declined to accept the plan due to a lack of any corroborating evidence of completion.

In 2016, FDOT and FHWA undertook independent reviews of the program that included data collection and verification of pedestrian facilities, with favorable results. Consequently, FHWA accepted the plan in 2016 with the understanding that FDOT would continue its validation and reporting efforts, ultimately integrating transition planning with its Roadway Characteristics Inventory (RCI) in 2019.

FDOT is implementing its ADA transition plan through annual validation of facilities through the integrated roadway and asset identification system, currently the RCI. Though the RCI will not be completed until 2019, FDOT has undertaken annual statewide reviews of its video log system, and validates transition of features in the logs (curb ramps, detectable warnings, condition issues), addressing any features that remain inaccessible or unusable for those with disabilities. FDOT will annually submit an update of those features identified and repaired as part of its Transition Plan Accomplishments & Goals Report. The next report is due to FHWA on October 1, 2017, commensurate with the beginning of the Federal Fiscal Year (FFY). The FFY 2017 report indicated that approximately 95% of features surveyed were transitioned for accessibility since the ADA became effective in 1992.

FHWA/FTA believe FDOT's ADA transition plan is substantially compliant with the regulations. We recommend that FDOT continue to provide annual updates on its transition plan implementation as a condition of plan acceptance by FHWA/FTA each year, and continue to identify effective data collection methods to support the inventory and collection of ADA features by the 2019 deadline.

Status: FDOT continues to review video logs for accessible pedestrian features. District ADA coordinators report their review findings to the Central Office ADA Coordinator quarterly, which is included in the annual ADA Transition Plan / Accomplishments and Goals Report to FHWA. Inclusion of accessible pedestrian features in the updated RCI application is on-track. The Central Office ADA Coordinator is working with the Transportation Data and Analytics Office to ensure these features are appropriately accounted for.

2. Transportation Performance Management (TPM) – Now that final rules have been issued, it is imperative that FDOT and Florida's MPOs coordinate and work closely with each other and FHWA and FTA to implement the planning regulations and performance measure requirements related to MPO products, programs, and processes. Extensive coordination and communication among all parties will be essential to meet the varied timelines for compliance established in the individual rules. FHWA and FTA recommend that FDOT set up a communication process to ensure the required FDOT and MPO coordination occurs to address TPM requirements. Of particular note, updating the underlying planning processes, which includes revising the MPO agreements, will need to be in place prior to any S/TIP amendments submitted for approval beginning May 27, 2018.

Status: Written provisions between FDOT, MPOs, and providers of public transportation on the sharing of performance measure targets, data, reporting, has been developed and approved by the Secretary and Chairman of the Metropolitan Planning Organization Advisory Council (MPOAC). Draft language addressing the Safety, PM2, and PM3 performance measures has also been developed that MPOs have the option to use in their Long Range Transportation Plans (LRTPs) and TIPs. We are also developing a template for MPOs to consider when generating their Systems Performance Reports, which must accompany the LRTP. This will be presented at the July 16, 2018 MPOAC Policy and Technical Committee Meeting for review. Draft language for the STIP addressing Safety, PM2, PM3, and Transit is being developed by the Department. The plan is to have it ready by August 31st for incorporation into the STIP document.

3. STIP Approval Planning Consistency - As part of the STIP approval process, FHWA randomly reviewed 54 projects in the proposed STIP, two from each MPO throughout the state, for general consistency between the TIP, STIP and LRTP documents. The STIP and TIPs must be consistent with the relevant LRTPs, as they are developed. The results of this and previous year reviews indicate that emphasis is still needed in this area to ensure that projects are accurately reflected in both the TIP and STIP and that these projects are flowing from, and are found to be consistent with, the MPO's LRTP.

Consistency between the TIP and STIP was noted in almost 89% of the projects reviewed, which was a clear improvement from last year. However, identifying/locating an LRTP project associated with a TIP/ STIP project continues to be a challenge. The accurate reflection of LRTP page numbers with associated projects in the TIP is critical to help identify segments located within larger segments depicted in the Plan. FHWA will share the list of projects with inconsistencies with FDOT so they can work with the affected MPOs to address and resolve these issues. Projects with inconsistencies between the STIP/TIP and the respective LRTP will be shared with FDOT and will not be approved for use of federal funds or federal action until the issue(s) is addressed {23 CFR 450.330 and 23 CFR 450.218(b)}. We recommend that FDOT districts and their MPO partners work together to explore ways to improve the consistency and transparency of the planning process.

Status: FDOT ensures that the TIP, STIP, and LRTP documents are consistent with the approval of all new National Environmental Policy Act projects and remain consistent prior to the approval of each new project phase. If a STIP amendment is required, we document that the TIP, STIP, and LRTP are all reflecting the same project information. FDOT continues to emphasize the importance of planning consistency and provide training for our MPO Liaisons. The TIP Review Checklist used by the MPO Liaisons when reviewing the MPOs draft TIP includes questions that ensure that the Liaison is reviewing the TIP for consistency with the LRTP and other MPO plans.

4. Federal Lands Projects in TIP/STIPs - As part of the STIP approval process, the STIP is reviewed overall to determine if it meets federal requirements. Per 23 CFR 450.216(e), the Federal Lands Highway Program TIP shall be included in the STIP, directly or by reference.

When the new Eastern Federal Lands (EFL) TIP becomes available or EFL projects are submitted to FDOT, it is FDOT's responsibility to ensure that those projects are included in the appropriate MPOs' TIPs and the STIP. Upon review of the STIP webpages on FDOT's website, text was added that briefly explains the EFL TIP, and a link to the document is provided. However, this information is buried on the STIP Project Detail Listings page and no statement declaring that these projects are considered part of the STIP, either by reference or directly, is provided. In addition, this text incorrectly states that "Projects on this list that are in an MPO area should also be included in the local MPO TIP in which they are geographically located...". Federal Lands Highway projects *shall* be included in the TIP per 23 CFR 450.324 (c).

The FHWA/FTA verification as to whether the EFL TIP projects were included in the appropriate MPO TIPs revealed that all but one MPO had included the project information in their TIP, as required. Once the EFL TIP is published, we recommend that FDOT: 1) notify the MPOs to include the associated EFL projects within their MPO area in their MPO TIP; 2) follow-up with the affected MPOs to ensure that this task has been completed; and 3) provide written notification to FHWA and FTA that the process has been completed. We also strongly recommend that FDOT revise their website to: 1)

expand the Federal Lands TIP discussion to include an affirmation that the STIP includes these projects, either directly in the STIP document or by reference; 2) revise the inaccurate statement on the website as noted above; and 3) move the Federal Lands discussion to the main STIP Information page on the FDOT website.

Status: The STIP website has been updated to comply with this recommendation. Once the EFL TIP is published, FDOT Office of Policy Planning notifies the MPOs, through the MPO Liaisons, to include the appropriate projects in their respective TIPs, and provides written notification to FHWA and FTA that this task has been complete.

5. Work Program Integration Initiative (WP11) - FDOT is currently in the process of completely revamping their Work Program process and updating the underlying programming and associated technologies used to develop and maintain the entire database system that supports this effort. This commendable undertaking is an opportunity for making improvements to the STIP format to accommodate narrative information related to meeting TPM requirements, such target reporting, etc. We recommend that FDOT consider implementing changes to the STIP format to more fully meet the intent of the STIP as a public, user friendly document that promotes transparency and fulfills the planning and TPM requirements in one complete document.

Status: The department has advanced two vendors, Accenture and CGI, into negotiation as part of our competitive procurement process. Once negotiation is complete and a systems integrator is under contract, the department intends to finish design of the future solution within the tools presented by the systems integrator, which will include STIP functionality. FDOT will rely on published documentation by FHWA in developing the solution.

6. Federal Management Information System (FMIS) Project Descriptions – We have noticed that it has often been difficult to review and approve planning projects in FMIS due to unclear descriptions of the actions needed, or inconsistencies in the funding amounts being requested and/or funding types being affected. Thus, delays are encountered and approvals are slowed as we try to decipher the request. We recommend that FDOT work to improve internal coordination between Federal Aid, Work Program, and Planning (central and district offices as appropriate) in the development of consistent and clear planning project descriptions and actions requested as noted in FMIS approval requests.

Status: FDOT reported that they continue to improve internal communications within the various offices noted.

7. Tracking System for STP or Non-PL Planning Funding - As noted in last year's report, more MPOs are beginning to utilize funding sources other than planning (PL) funds to undertake planning activities. The Work Program Office has a spreadsheet which has traditionally been the method used to track PL fund expenditures from the UPWP for the 27 MPOs and the MPOAC. And although STP funds used for planning

activities are now being included in the UPWP, there is no easy method by which FHWA and FTA can determine if these types of funds are indeed available for the MPOs to use. We noted that little progress has been made to resolve this issue to date, although FDOT has stated that internal discussions on this topic have begun. We recognize that FDOT Central Office Planning has undergone significant personnel turnover in the last year, and a lot of the institutional knowledge and experience that had existed previously has been lost. However, new staff members are working diligently to master the learning curve and address the vast and varied array of planning issues at the statewide and metropolitan levels. We strongly recommend that FDOT work internally and with FHWA and FTA to develop a tracking method for STP funds prior to the beginning of the next Unified Planning Work Program (UPWP) cycle (July 2018) that would administer and account for funds being used for planning purposes per 23 CFR 420.119 (e) and readily provide this information to the approving agencies. Without a tracking system(s) in place for other funds used for planning activities, we will not be able to approve the planning projects funded with these other funds in the next UPWP cycle.

Status: FDOT and FHWA staff met in February 2018 and jointly agreed to utilize the on-line STIP Amendment application to track STP funds (or any other eligible federal funds) added to the UPWP. FDOT subsequently issued Federal Aid Technical Bulletin No. 18-01 on February 21, 2018, addressing supplementing MPO UPWPs with funds other than Metro PL funds. This Bulletin was also updated on May 25, 2018, to include supporting MPO documentation requirements when supplementing PL funds with other eligible federal funds.

8. Annual Certification Process – The recommendation was made in last year’s report for FDOT to strengthen their oversight responsibilities in the Annual Certification Process to include more prescriptive guidance to the districts for the Annual Certification Process with their MPO sub recipients, and develop a Quality Assurance/Quality Control (QA/QC) process/plan to ensure a more uniform approach. FDOT recognized the need for consistency in the Annual Certification Process and has developed a plan to create a consistent process statewide. However, this process will not get underway until January of 2018. We recommend that FDOT continue to move forward to strengthen their oversight responsibilities and develop more prescriptive guidance for the districts on the Annual Certification Process.

Status: FDOT updated the Annual Joint Certification Process in 2017, which was first implemented January 2018. The updated process was in response to a need to bring consistency to Florida’s Metropolitan Planning Program, and FHWA’s recommendation in the 2017 Planning Finding.

The updated process was well received by the MPOs and FDOT District Staff. FDOT Central Office is in the process of putting together a task team with representation from all seven FDOT Districts to review and find opportunities to improve the new process. An updated Certification, based on the recommendations of the task team, is anticipated to be available by December 2018.

B. FY 2018 - FY 2021 Statewide Transportation Improvement Program

Title 23 U.S.C. requires the State to develop a STIP. The portion of the Program that is urbanized must be developed in cooperation with the MPOs. The State must also have a process for developing priorities with local officials in the rural areas. The STIP is a list of priority projects for the next four fiscal years. The projects are expected to be consistent with the Florida Transportation Plan (FTP), which serves as the statewide plan, and to incorporate the TIPs as adopted from within each metropolitan area. The STIP document has been submitted in Adobe PDF format and is available on the FDOT website at: http://www.dot.state.fl.us/OWPB/Federal/STIP_ProjectDetailListing.shtm. STIP modifications are also captured daily and displayed in the current STIP document as noted online.

Before the STIP was required under Intermodal Surface Transportation Efficiency Act, the state of Florida had developed a process for having a statewide improvement program. This document is the Five-Year Work Program and essentially serves as the STIP. Section 339.135, Florida Statutes, authorizes and sets the guidelines for the FDOT to develop a State Transportation Five-Year Work Program. It is the State's project-specific list of transportation activities and improvements that meets the goals and objectives of the FTP. Although FDOT's Five-Year Work Program serves as the basis for creating the STIP, it is important to note that FHWA and FTA only recognize the four-year element of the STIP, which is derived from FDOT's Work Program, for the purposes of programming federal funds.

Since the FDOT Work Program serves as the basis for creating the STIP, FHWA, and FTA look to the FDOT's Work Program development process to ensure compliance with Federal law. There are summary documents that are helpful in understanding how the Work Program is developed and financed and more detailed documents and procedures that provide specific instructions for Work Program development. Some of these documents are located on FDOT's website: <http://www.dot.state.fl.us/OWPB/WorkProgramResources.shtm>. Other resources are also available upon request from FDOT's Work Program Office.

Public Participation is also a major component in the development of the STIP. The Work Program is developed by the Districts and Central Office, working with the MPOs and local governments. Input is also included from the Legislature, Governor's office, and public hearings. More detailed information related to the Public Involvement Process, utilized by FDOT to develop the Work Program and the STIP, can be found at: http://www.dot.state.fl.us/OWPB/Federal/STIP_PI_Process.pdf.

As part of FHWA's routine oversight activities for the statewide planning process, and in accordance with the Division's Standard Operating Procedure for the STIP, the planning unit conducts both an overall checklist review of the STIP and a spot check review of a few randomly selected projects from each MPO area to assess the consistency in project information between the STIP, TIP, and LRTP planning documents. FHWA randomly reviewed 54 projects in the proposed STIP, two from each

MPO throughout the State, for general consistency between the TIP, STIP, and LRTP documents. The results of this year's review indicate that emphasis is still needed in this area to ensure that projects are accurately reflected in both the TIP and STIP and that these projects are flowing from and are found to be consistent with the MPO's LRTP. Consistency between the TIP and STIP was noted in 88% of the projects reviewed which was similar to the findings from the previous year. Identifying/locating an LRTP project associated with a particular STIP project continues to be a challenge, and only 72% of the projects reviewed were deemed consistent with the LRTP. FHWA will share the information with the applicable Districts and MPOs.

FTA, responsible for federal review and oversight of transit-related activities, also reviews the STIP to ensure regulatory compliance, in partnership with FHWA. FTA reviewed STIP projects within each FDOT district and identified several inconsistencies regarding the appearance of small and large urban operating assistance and that the outer years of the STIP do not appear to program FTA apportionments in large urban areas.

The FY 2018/19-2021/22 STIP needs to be fiscally constrained by year. In an effort to demonstrate how much funding is available for projects, FDOT has developed a process and summary tables to show the available funds including balance forward, estimated new funds, and the programmed projects. The 2019 STIP Production Accomplishment Report (PAR) is developed annually by FDOT to demonstrate financial constraint for the new STIP. This new STIP is based on the Five-Year Work Program adopted by FDOT on July 1, 2018. Ending balances in each of the major categories are positive in each of the years of the STIP. The summaries are located on the following pages.

Please note the following points regarding these summaries:

1. The FY2019 STIP is based on the Adopted Work Program as of July 1, 2018.
2. Annual funding amounts are presented net of Obligation Authority Constraints.
3. The underlying funds supporting the rollups include funding levels authorized in the FAST Act through FY2020 (FY2021 and FY2022 assume the same levels as FY2020), but do not include Florida's portion (\$366 million) of the \$7.6 billion rescission of Contract Authority authorized in the FAST Act to take place on July 1, 2020. Reasons for excluding this rescission from our projections of federal aid funds are twofold:
 - It cannot reasonable be predicted which categories of funding will be impacted this far in the future, as the rescission will be based on the relative balances of almost all program categories (with some exceptions) on July 1, 2020, and
 - There is a high likelihood that Congress will repeal that provision of the FAST Act prior to its implementation on July 1, 2020, similar to the action Congress

took to reverse the rescission of contract authority, which took place on the last day of the MAP-21 legislation.

If this provision is implemented on July 1, 2020, FDOT will adjust its project programming accordingly, deferring selected planned projects to a later date when funding becomes available. This will ensure fiscal constraint of the STIP is preserved.

4. Included is a breakout, by major fund rollup category, of the estimated Advanced Construction (AC) conversions anticipated to be done each year to fully consume the annual Obligation Authority subject to lapse at each fiscal year end.

Based on the summaries and other documentation received throughout the year, the FY 2018/19 – FY 2021/2022 STIP is shown to be fiscally constrained by year given the funding levels that are reasonably expected to be available over the timeframe of the STIP.

2019 STIP P.A.R. Rollups

	Fiscal Years			
	2019	2020	2021	2022
Congestion Mitigation/Air Quality Program				
Balance Forward from Prior Year	7,246,141	2,053,550	2,027,073	2,027,073
Net Annual Allocations Available	13,260,123	13,526,200	13,571,654	13,571,654
Less: Program of Projects	(18,452,714)	(13,552,677)	(13,571,654)	(13,571,654)
Balance Forward to Next Year	2,053,550	2,027,073	2,027,073	2,027,073
Discretionary and Other Programs				
Balance Forward from Prior Year	45,845,442	1,766,326	1,200,387	500,387
Net Annual Allocations Available	5,668,917	5,668,917	5,668,917	5,668,917
Less: Program of Projects	(49,748,033)	(6,234,856)	(6,368,917)	(6,168,917)
Balance Forward to Next Year	1,766,326	1,200,387	500,387	387
National Freight Program				
Balance Forward from Prior Year	117,836,368	86,093,382	46,942,723	26,942,723
Net Annual Allocations Available	59,620,264	66,228,852	66,451,416	66,451,416
Less: Program of Projects	(71,363,250)	(85,379,511)	(66,451,416)	(66,451,416)
Funds Available before AC conversions	106,093,382	66,942,723	46,942,723	26,942,723
Planned AC Conversions	(20,000,000)	(20,000,000)	(20,000,000)	(20,000,000)
Balance Forward to Next Year	86,093,382	46,942,723	26,942,723	6,942,723
National Highway System Performance Program				
Balance Forward from Prior Year	604,154,512	385,460,570	341,723,069	356,231,299
Net Annual Allocations Available	1,049,730,601	1,116,614,120	1,114,508,230	1,114,508,230
Less: Program of Projects	(68,424,543)	(60,351,621)	-	-
Funds Available before AC conversions	1,585,460,570	1,441,723,069	1,456,231,299	1,470,739,529
Planned AC Conversions	(1,200,000,000)	(1,100,000,000)	(1,100,000,000)	(1,100,000,000)
Balance Forward to Next Year	385,460,570	341,723,069	356,231,299	370,739,529
Planning and Research Programs				
Balance Forward from Prior Year	33,416,698	12,331,996	4,762,275	4,762,275
Net Annual Allocations Available	62,299,903	63,778,074	63,778,075	63,778,075
Less: Program of Projects	(83,384,605)	(71,347,795)	(63,778,075)	(63,778,075)
Balance Forward to Next Year	12,331,996	4,762,275	4,762,275	4,762,275
Safety Programs				
Balance Forward from Prior Year	66,615,024	38,088,095	37,528,970	33,664,505
Net Annual Allocations Available	113,935,001	125,568,891	125,553,891	125,888,891
Less: Program of Projects	(42,461,930)	(16,128,016)	(9,418,356)	(9,418,356)

2019 STIP P.A.R. Rollups

Funds Available before AC conversions
 Planned AC Conversions
 Balance Forward to Next Year

Fiscal Years			
2019	2020	2021	2022
138,088,095	147,528,970	153,664,505	150,135,040
(100,000,000)	(110,000,000)	(120,000,000)	(130,000,000)
38,088,095	37,528,970	33,664,505	20,135,040

Surface Transportation Block Grant Program

Balance Forward from Prior Year
 Net Annual Allocations Available
 Less: Program of Projects
 Funds Available before AC conversions
 Planned AC Conversions
 Balance Forward to Next Year

143,731,535	30,222,831	16,232,982	9,834,575
601,360,401	568,000,214	569,838,082	569,838,083
(644,869,105)	(561,990,063)	(556,236,489)	(548,736,490)
100,222,831	36,232,982	29,834,575	30,936,168
(70,000,000)	(20,000,000)	(20,000,000)	(20,000,000)
30,222,831	16,232,982	9,834,575	10,936,168

Transportation Alternatives Program

Balance Forward from Prior Year
 Net Annual Allocations Available
 Less: Program of Projects
 Funds Available before AC conversions
 Planned AC Conversions
 Balance Forward to Next Year

28,059,491	5,059,280	227,670	980,572
46,271,119	46,260,023	46,415,484	46,415,484
(64,271,330)	(50,091,633)	(44,662,582)	(45,896,486)
10,059,280	1,227,670	1,980,572	1,499,570
(5,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
5,059,280	227,670	980,572	499,570

Grand Totals - All Programs

Balance Forward from Prior Year
 Net Annual Allocations Available
 Less: Program of Projects
 Funds Available before AC conversions
 Less: AC Conversions
 Balance Forward to Next Year

1,046,905,212	561,076,031	450,645,150	434,943,410
1,952,146,329	2,005,645,291	2,005,785,749	2,006,120,750
(1,100,513,580)	(958,948,156)	(871,069,133)	(874,603,038)
1,898,537,961	1,607,773,166	1,585,361,766	1,566,461,122
(1,290,000,000)	(1,140,000,000)	(1,140,000,000)	(1,140,000,000)
608,537,961	467,773,166	445,361,766	426,461,122

C. Summary of the 2018 Annual MPO Certifications by FDOT

Each FDOT District and MPO must jointly certify annually that the transportation planning process is addressing the major issues facing the metropolitan area. The purpose of the MPO certification review is to establish that the MPO's planning process is being conducted in accordance with 23 CFR 450.334. The reviews also provide the opportunity to recognize noteworthy practices, provide recommendations for consideration, and identify corrective actions needing resolution within the timeframe specified in the Certification Report. Many of the joint certification statements listed findings, such as noteworthy achievements and areas for future emphasis. A general compilation of the topic areas from the FDOT/MPO certification reviews conducted this year are noted and do not necessarily apply to every MPO. The following are the FDOT findings from the 2018 Certifications.

Best Practices/Noteworthy Achievements

- Developing Bicycle and Pedestrian Master Plans and Trail Plans
- Regional LRTP and Model Development and SMART Plans
- Safe Routes to School and Bike Rodeo/Walking Events
- Multimodal Corridor Study and Community Health Atlas
- Complete Streets Guidelines and Roundabout Studies
- Community Profile Maps and Online TIP Mapping Tool

- Vision Zero Action Plans
- Coastal Resiliency Assessment Study
- Social Media and New Website Development
- Public Outreach and Engagement and Mentoring Future Generations
- Mobility Performance Measures
- Context Sensitive Design and Autonomous/Connected Vehicle Development

Corrective Actions

A total of two corrective actions were issued during the 2018 joint FDOT/MPO certification process. These corrective actions are outlined below.

- Significant delays in Invoice Submittals- Invoices continued to be submitted more than 90 days after the invoicing period. Staff did not consistently charge to the correct task. An amendment was not submitted in a timely manner to FDOT and FHWA for approval.
Status: The following agreed upon corrective actions are: 1) Invoices are submitted within 90 days from the end of the billing period; 2) The MPO will provide written documentation that the financial management system meets all the requirements listed in the Contract section 8.C.i. – vii., including the methodology used to derive the staff services charges budgeted in the upcoming Unified Planning Work Program FYs 2019-2020; 3) Consistent with the requirements of the Contract section 7.A., the MPO will first submit the proposed amendment to the Unified Planning Work Program to FDOT for preliminary review and a recommendation of approval. Once FHWA has reviewed and recommended approval then the Agreement and supporting documentation must be amended immediately; and 4) Monitoring will occur monthly to review invoices, staff time sheet submittals and staff progress reporting, and then at a minimum quarterly after six months.
- Public Participation Plan Per CFR 450.316 – the Public Participation Plan (PPP) states that a “minimum public comment period of 45 days shall be provided before the initial or revised participation plan is adopted by the MPO” and that the plan should “periodically review the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.” As stated by the MPO in this certification that the MPO could not find documentation that the PPP was made available for public review for at least 45 days. And that the last time the TPO’s PPP was review was when it was amended in August of 2014. The MPO Handbook also states that the Title VI/Nondiscrimination “Coordinator should be listed in the MPO Public Participation Plan (PPP) by name and contact information.”
Status: The MPO has until June 30, 2018 to update their Public Participation Plan.

Recommendations

- Public Participation Plans
- Title VI Training
- Timely Invoices/Progress Reports
- Planning Funds
- Partner Communication
- Prior Approval for Equipment Purchases
- Website Updates

D. Summary of the Fiscal Year 2018 FHWA/FTA Certification Reviews of the Transportation Management Areas

During State FY 2018 (May 2018 – June 2018), FHWA/FTA conducted TMA Certification Reviews for **Lee County MPO** (Cape Coral TMA), and **Space Coast Transportation Planning Organization (TPO)** (Melbourne Florida TMA). The two TMA's along with **Florida-Alabama TPO** (Pensacola TMA) planning processes were still under evaluation and will be summarized at the 2019 Florida Federal Planning Certification (Statewide Annual Assessment) Meeting.

E. Performance Year 2018 Program Accountability Review Results

For Performance Year (PY) 2018, the Florida Division Planning and Civil Rights staff conducted (3) Program Accountability Results (PAR) reviews on three of the State's non-Transportation Management Area (TMA) Metropolitan Planning Organizations (MPOs). The purpose of these reviews was to assess the MPOs' self-certification processes to determine their compliance with 23 CFR 450.334 (a). Based on an analysis of the TMA Certification Reviews' corrective actions and recommendations, this topic was one of the top three issues for TMAs and thus, selected for this non-TMA review. This year's review effort initiates an assessment of all nine non-TMA MPOs in Florida to be conducted over a three-year period. The non-TMA MPOs selected for review this PY were: Ocala/Marion County, Lake- Sumter, and Indian River County.

The three MPOs reviewed were largely consistent with their submittal and documentation of the self-certification process. However, the documentation of specific outreach strategies to improve outreach and needs assessment for traditional underserved communities varied from being included in the UPWP and/or the Public Involvement Plan (PIP). Additionally, the MPOs were consistent with the execution of their Nondiscrimination Assurance and for Title VI/ Nondiscrimination policies. Where the MPOs did not directly facilitate the processes, they utilized the cognitive agency's practices.

All three of the MPOs reviewed submitted certification statements signed by the MPO Board Chair in their UPWPs in 2017 indicating compliance with all federal requirements.

The MPOs reviewed have either UPWP tasks or strategies in their PIPs to improve or support outreach to traditional underserved communities. These MPOs also utilize social media, visualization, and other techniques to encourage public understanding and participation in the planning process. These MPOs also consider demographic and travel information and include projects that support ADA access in their Long Range Plans and TIPs.

Related to civil rights, all three of the MPOs have current Nondiscrimination Assurances, Title VI/Nondiscrimination Coordinators with easy access to the MPO Director, and Community Characteristics Inventories that identify typically underserved populations. One MPO does not have their own Limited English Proficiency Plan but relies on the city's Plan. Only one of the three MPOs reviewed has 50 or more employees, as it is part of the county's Public Works Department. As such, they do have an ADA Transition Plan, as required. All of the MPOs conduct self-evaluations of their programs and activities to identify barriers to accessibility. However, the MPO contracts reviewed revealed that in a few instances, the standard nondiscrimination and/or required DBE assurance language was missing. As a result, the identified MPOs are in the process of reviewing and amending their contracts, as needed, to ensure such language is included in all contracts, and that they are legally sufficient.

The PAR reviews largely indicate that the MPOs reviewed are satisfactorily carrying out the requirements for self-certifications set forth specifically in 23 CFR 450.334(a). The PY19 Planning PARs will continue to focus on the self-certification process, with the review of three more of the remaining six non-TMA MPOs.

F. Training/Technical Assistance Needs

During the certification review site visits this year, the following technical assistance/training needs were identified: ADA classes, innovative funding and financial classes, additional revenue sources and funding for transportation, sharing of MPO administration recommendations/best practices, access to use more complex data sets and data-processing applications for projects, provide follow-up or results from the FHWA bike/ped counting projects, how to get a more well-rounded, accurate collection of data, and the best ways to collect distracted driving data.

IV. 2018 FINDINGS AND RECOMMENDATIONS

FHWA/FTA highlight the following Noteworthy Activity underway by FDOT this year:

Metropolitan Planning Program Training – The Federal Aid Management Office at FDOT, in coordination with Policy Planning, is commended for their development of the MPO Liaison Only Training regarding the Metropolitan Planning Program for the 27 MPO's. FDOT is responsible for the oversight and stewardship for the State of Florida. There are seven Districts and the Turnpike that are responsible for carrying out the program. This also includes the FDOT Liaisons who are responsible for their perspective District's within the 27 MPO's. FDOT is commended for providing this training for consistency/transparency for the State of Florida.

State Planning and Research (SPR) Part A- FDOT CO has worked diligently with the FHWA point of contact and found a way that has streamlined and enhanced the SPR process for review and approval turnaround times and overall program efficiency. The SPR approval and amendment process has also been tremendously improved overall. The Florida's SPR had evolved into a document that now provides more transparency and is easily assessible. The process has been coordinated with all FDOT internal staff and conversations for the process will also be coordinated with the external staff for all seven Districts.

The following Corrective Action requires action for compliance with the federal planning regulations and must be completed within the timeframes noted:

1. Tracking of STP and other Non-PL Funding Used for Planning

Observation: The 2017 Planning Finding included a recommendation to develop a tracking system. In the status update, FDOT indicated that they have a system in place. However, the system referenced addresses UPWP Amendments for non-PL funds used for planning. The Federal Review Team is not aware of a system for tracking funds in the initial UPWP and no information on the status of non-PL funds used in planning was shared with the federal partners during the 2018 UPWP approval cycle. Additionally, during the UPWP review and approval process, it was evident that there is a lack of proper accounting regarding the use of non-PL funds for planning. Further, the amount of non-PL funds identified and programed in the UPWP and subsequently reviewed and recommendation for approval by FDOT could not be relied upon as the accurate source of available non-PL funds for planning to support the federal authorization.

Corrective Action: 23 CFR 420.115(b) requires that appropriate funds be available at the time of authorization. **FDOT needs to develop and implement a tracking system that would administer and account for all non-PL funds being used for planning purposes per 23 CFR 420.119(e). This information must be readily available to the federal approving agencies needs to be developed and implemented prior to June 2019, which aligns with federal approval of year two of the current UPWPs.** Without

suitable accounting and controls, federal authorization for planning activities will need to be restricted to the use of PL funds. The federal agencies have no confidence that the requested non-PL funds programmed in the UPWP, which is the MPOs' discretion to use as allowed by 23 CFR 450.308(a), are actually available to authorize for federal funding.

The following Recommendations are made to continue implementing improvements to the transportation planning process within the State of Florida:

1. Partner Communication

Observation: Since the Federal-aid Program is a federally-assisted, state-administered, locally-driven program, FDOT is responsible for determining the processes used to implement its responsibilities. We understand that processes are evaluated and modified by FDOT to reflect new requirements and to take advantage of opportunities to increase program efficiencies and improve their delivery. In the Stewardship and Oversight Agreement, FHWA and FDOT mutually agreed to a collaborative consultation process for manuals and operating agreements to ensure smooth, timely and efficient project delivery. When FDOT changes their processes without coordination or notification to federal or local partners, this results in unclear expectations on needed actions and impacts the delivery of the Federal-aid Program.

Recommendation: The Federal Review Team strongly recommends that FDOT coordinate with its federal and local partners as processes are changed or updated. Clear communication avoids the federal partners operating in a reactive mode which could delay the authorization of critical federal funding to advance needed transportation solutions.

2. TPM Consensus Planning Document

Observation: In January 2018, FDOT shared a copy of a draft consensus document with the federal agencies. The document was intended to satisfy the provisions outlined in 23 CFR 450.314(h) requiring documentation of TPM coordination. Federal comments were shared with FDOT two weeks later. In May 2018, the federal partners received the final document agreed to by the MPOAC and FDOT. Specific federal comments on the document have been provided to FDOT separately. Based on the Florida Statutes referenced in the document, 339.175 indicates the MPOAC can enter into agreements on behalf of the MPOs. However, 339.175(10)(a)(1) specifically outlines that each MPO is responsible for executing individual agreements with FDOT addressing Federal requirements. Additionally, 339.175(11) states that the MPOAC *"...is created to augment, and not supplant, the role of the individual MPOs in the cooperative planning process."* The statute also specifies that the MPOAC is also a principal forum for collective policy discussion and serves as a clearinghouse for review and comment by the MPOs. Each MPO has a responsibility based on 23 CFR 450.314(h) to develop specific written provisions for cooperatively developing and sharing TPM information. The MPOAC

consensus document should be considered a general policy direction to its member MPOs as a basis to support their individual written provisions.

Recommendation: Federal comments on the Consensus Planning Document were transmitted separately to FDOT and the MPOAC. Critical comments need to be addressed to fully implement the requirements. In particular, as the MPOs develop their FY2019/20 – 2022/23 TIP, each MPO needs to take an action either accepting this consensus document or developing their own documentation. These MPO actions will then satisfy the federal requirements regarding the documentation for sharing performance information which is needed in order for us to approve the STIP on October 1, 2019.

3. TPM Target Setting Coordination

Observation: Based on 23 CFR 450.206(c)(2), FDOT is required to coordinate with the MPOs to the maximum extent practicable when establishing TPM targets. In the course of implementing our stewardship responsibilities over the last year, the Federal Review Team observed that the MPOs were not aware of targets set by FDOT. For instance, the 2017 safety targets were the first ones set and processes for setting targets were still in development. The MPOs weren't officially notified of the safety targets until well into their 180-day timeframe to set the MPOs' targets. Although FDOT distributed the PM2 and PM3 targets soon after they were set, the FDOT coordination regarding the setting of PM2 and PM3 targets is unclear. Further, when we asked FDOT and the MPOAC at the July 2018 Statewide Assessment Meeting if any coordination had occurred regarding the setting of the 2018 safety targets, due six weeks after the meeting, there was a negative reply. While using the MPOAC as a consolidating point for communication is efficient, the documentation FDOT and the MPOAC provided did not clearly indicate how the information reached the MPOs. Similarly, there appeared to be minimal coordination within FDOT which resulted in delays in partner notifications and delays in receiving federal project approvals.

Recommendation: We recommend FDOT modify their coordination processes to ensure that the MPOs are directly coordinated with to the maximum extent practicable throughout the processes when establishing the FDOT targets and are timely notified once the targets are set. We also recommend that FDOT document their coordination and outreach with the MPOs.

4. ADA Transition Plan

Observation: While there has been some delays due to contracting issues for the Roadway Characteristics Inventory (RCI) data base update, the FDOT Office of Transportation Data Analytics (TDA) remains committed to include the four ADA Pedestrian Rights of Way (PROW) compliance features (Sidewalks, Detectable Warnings, Curb Ramps and Ped Signals) in the new system.

For the current RCI data base, they are continuing work with the Roadway Design Office to identify and test methods of new collection methods for these 4 ADA elements. FDOT will not be renewing biennial contracts for statewide video logs. TDA will continue to pull the annual statistical samples for the District ADA Coordinators to review until such time as the updated RCI suggests a more integrated process for reviewing PROW data. The current log (collected between 06/2016 and 06/2017) will remain available and viable for random PROW screening for five years (through 2021/2022).

Recommendation: FHWA's approval of the FDOT STIP is predicated upon an annual statistically significant sampling of the state's inventory of pedestrian facilities to verify compliant transition under the ADA. These commitments were outlined in the FHWA - FDOT 2015 ADA Transition Plan White Paper. While this is the responsibility of the Statewide ADA Coordinator and district counterparts, the Office of Policy Planning (OPP) must ensure that FDOT is meeting its commitment and that any discovered noncompliant facilities are remedied in a timely manner. FHWA will assist, but will not serve as OPP's liaison between FDOT offices. Rather, FDOT must develop a means of ensuring that TDA is proceeding with the addition of PROW to the RCI, and that the Roadway Design Office (ADA Division) is conducting annual checks of the video logs for compliant transition of PROW facilities. As a part of future STIP submittals, FHWA will expect FDOT's report on these matters before approving the STIP.

5. Tracking of STP and Other Non-PL Planning Funding

Observation: The procedures for addressing non-PL funds being amended into the UPWP were verbally agreed to in February 2018 and implemented by FDOT at that time. However, the federal partners were not aware of the implementation nor did the agencies receive a copy of the final procedure until July 2018. After reviewing our files, we found that one amendment which increased non-PL funds was processed after the procedure was implemented in February 2018. However, the amendment was not processed through the STIP tool in accordance with the procedure. Additionally, 4 amendments were received which decreased non-PL funds. These situations are not addressed in the Federal-aid Technical Bulletin 18-01 and these funding changes also need to be accounted for when submitting a UPWP amendment.

Recommendation: The Federal Review Team recommends the procedure to use the STIP tool for tracking non-PL fund amendments to the UPWP be implemented immediately for all UPWP amendments with non-PL funds. Without implementing this mechanism, there remains a potential for more MPOs to have UPWP amendments recommended for approval that are not funded.

6. MPO/MPO or MPO/FDOT UPWP Tasks

Observation: Late in the UPWP development process, questions arose regarding how FDOT and the MPOs document transfers of funding for tasks that cross MPO areas or that FDOT carries out on behalf of several MPOs. As a result of our reviews, we observed that the documentation of these transfers is not consistent throughout the state. We identified that changes will need to be made after the July 1, 2018 approval to the UPWPs. These changes affect the tasks and budget tables detailing the MPO's work program when transferring funds to FDOT or another MPO for such tasks. Our UPWP approval letters indicated that FHWA will work with the MPO and FDOT to provide assistance in order to resolve this issue by October 31, 2018. After additional conversations with FDOT, the SPR Work Program as well as the MPOAC UPWP will also be affected by this documentation change.

Recommendation: The Federal Review Team recommends that FDOT and the MPOs continue to work together with the federal partners placing a high priority on resolving this documentation issue in a timely manner.

7. Consistent Documentation and Tracking of Small and Large Urban Area FTA Apportionments for Capital and Operating Expenses

Observation: Small and large urban operating assistance, as programmed in the STIP, appears to vary by FDOT district. In some districts, operating assistance is a separate activity from capital assistance, while in others, it appears this activity is merged with capital efforts. Similar inconsistencies are noted for small and large urbanized areas, where small urban activities are separated from large urban areas, while in other instances, they appear to be combined.

Recommendation: To address inconsistencies the next STIP (FFY 19/20) should identify and document the policy or policies, either Statewide or by FDOT district to better clarify funding program sources and details. Situations where capital/operating activities will be grouped and those which will not should be clearly described. The "project description" should also sufficiently describe grouped activities, as well as the applicable urbanized area the group activity addresses (i.e. small, large, both).

8. Outer-Year Programming for FTA Annual Apportionments

Observation: Certain large and large urban areas, which typically receive annual FTA apportionments, appear to have \$0 programmed in years 2,3, and 4 of the STIP.

Recommendation: When applicable, we recommend provide additional information describing the rationale for not programming the annual apportionments that are covered by the STIP years.

Conclusions

Based on routine coordination throughout the year with the various statewide planning participants, discussions at the “annual assessment” meeting, the review of statewide summary and planning documents provided by participating and affected offices, and the status of past “annual assessment” recommendations, FDOT continues to demonstrate that they address federal questions/concerns, as such concerns are identified.

Therefore, it is hereby determined that Florida’s Statewide transportation planning process continues to substantially satisfy the requirements of 23 U.S.C. 134, 135, 303, and 315; 49 U.S.C. 5303-5305, and 23 CFR Part 450 (Subparts B, C, and appendix A) and 500; and 49 CFR Part 613 (Subparts B, C, and Appendix A), subject to FDOT satisfactorily addressing the Corrective Action stated in this report. FDOT is encouraged to provide the FHWA and FTA with evidence of satisfactory completion of the Corrective Action, in accordance with the noted deadlines. FHWA and FTA will continue working with Florida’s various planning participants (e.g., FDOT, the 27 MPOs, local /regional transit service providers, local governments, State/local resource agencies, and the public) to further address and complete the activities and commitments contained in this report.



U.S. Department of Transportation
Federal Highway Administration

APPENDIX A



**2018 FLORIDA FEDERAL PLANNING CERTIFICATION
FDOT EXECUTIVE CONFERENCE ROOM
TELECONFERENCE INFORMATION: 850-414-4974, PIN 250995
Wednesday, 8:30 A.M. – 2:30 P.M.**

Start Time	End Time	Topic	Presenter
8:30 am	8:40 am	Introduction	Mark Reichert, Carmen Monroy FHWA
8:40 am	9:10 am	Status of 2017 Annual Certification Overview	Mark Reichert, Alex Gramovot
9:10 am	9:20 am	MPO Liaison Training Update <i>Overview of the Training Plan and accomplishments</i>	Mark Reichert, Alex Gramovot
9:20 am	9:40 am	FDOT Office of Inspector General Audit <i>Results and discussion of the FDOT Office of Inspector General Audit</i>	Tim Crellin, Ashley Clark
9:40 am	10:00 am	Florida Transportation Plan Update	Dana Reiding
10:00 am	10:15 am	Break	
10:15 am	10:35 am	MPO Joint Certification Process Review <i>A discussion of the newly implemented Certification Process</i>	Alex Gramovot
10:35 am	10:55 am	MPOAC Update <i>Update by Florida MPOAC</i>	Carl Mikyska
10:55 am	11:15 pm	Rural Area Consultation Process <i>Overview of coming changes to the Rural Consultation Process</i>	Rusty Ennemoser
11:15 am -	11:35 am	State Planning and Research Report <i>Overview of the new SPR Format and progress</i>	Samantha Parks
11:35 am	12:45 pm	Lunch	
12:45 pm	1:05 pm	Transportation Performance Management <i>Status, FDOT/MPO Coordination, Next Steps</i>	Mark Reichert, Alex Gramovot Regina Colson
1:05 pm	1:25 pm	FDOT UPWP Review Process/Amendment <i>Process Improvement Review</i>	Alex Gramovot
1:25 pm	1:45 pm	FHWA/FTA/FDOT Program Level Coordination	Danielle Blackshear, Teresa Parker, Mark Reichert
1:45 pm	2:15 pm	Best Practices	FDOT
2:15 pm	2:30 pm	Wrap-Up, Next Steps, Preliminary Findings	FHWA

Appendix B - Summary of Discussions that Supported the 2018 Planning Finding

1. Status of 2017 Annual Certification Overview Process

Observation: FDOT updated the existing Annual Certification questions in the MPO Program Management Handbook. The list of certification questions was created for consistency to assist the District MPO Liaisons with questions to ask their MPOs, regardless of whether they are conducting a full or modified Certification. The MPO Risk Assessment for the Certification Process includes a list of mandatory questions for both the full or modified Certification Process and information related to the management of Federal funds. Additionally, a tracking list will be created and managed by the FDOT Central Office to maintain a higher level of involvement and awareness of the Annual Certification Process. The process is geared towards assisting FDOT with their oversight responsibilities in the Annual Certification Process, with more of a prescriptive guidance to the districts for the Annual Certification Process with their MPO sub recipients. FDOT has developed a QA/QC process/plan to ensure a more uniform approach. Consequently, FDOT recognized the need for consistency for the 27 MPO's and this New Annual Certification Process may help shed some insight for FDOT on a statewide level. However, this process did not get underway until January 2018. FHWA/FTA will be looking forward to how this process has evolved during the next 2019 Florida Federal Planning Certification.

2. MPO Liaison Training

Observation: FDOT has been developing Computer Based Training (CBT) modules to be completed by the end of the year (2018). These modules consist of training topics such as the UPWP, TIP, LRTP, Invoicing, and the STIP Amendment process. These modules will assist the FDOT Liaisons/New with an overall planning process of their roles and responsibilities. FDOT developed documents and products such as: Fact Sheets, Desktop Procedures, CBT, MPO Program Management Handbook, Close Out Procedures, Auditing Training, and additional resources (SharePoint Site and MPO Liaison Discussion Board). This training support will provide consistency across the FDOT District Liaison Offices. FDOT also provided a two-day training for the New MPO Liaisons in District 2 held on May 31, 2018, and District 6 was held on July 9, 2018.

3. FDOT Office of Inspector General Audit

Observation: The Office of Inspector General (OIG) provided results and discussions from the FDOT Audit. The purpose of these audits is to look more at the clarification and improvements to access the risk for MPO's at a different level. The auditors have done some pilot audits that will impact some of the MPO's. The focus has been leaning towards the independent MPOs and a total of three MPOs have been selected thus far. The OIG audits will provide some technical assistance to FDOT and assess the effectiveness/efficiency of the overall program. The auditors are also considering evaluating the Human Resources Offices to assist with making improvements to be more decentralized, that The Department of Financial Services (DFS) is mandating. FDOT auditors will also evaluate the Risk Assessment process and the Uniform Grant Guidance

that central office provides to the FDOT Liaisons Office. The auditors will be conducting the risk assessment from an accountability focus because not every person by trade is an accountant within the comptroller's office, however the managing of the federal grant process is great but, the fiscal year is typically an area that is most prone to risk and will be audited/assessed.

4. Florida Transportation Plan (FTP) Update

Observation: The FTP Meeting will be held in October 2018. This meeting will provide FDOT with an opportunity to work with their transit partners. The Transportation Planning Exchange will be held May 7-9, 2019, in Jacksonville, FL and will be devoted to FTP's (visions elements, and steering committee meeting., etc.). The Regional Workshop will be held May 9, 2020, and will focus on social cultural data with the FTP and outreach, a sub-meeting with Automated Evaluations with ACES, conversation on policies, TPM process/targets, and each goal area. FDOT created a two-page fact sheet for the State of Florida on the (Planning Rule Framework, TPM, and Transit). FDOT is aiming to publish the next plan by December 2020.

5. MPO Joint Certification Process

Observation: FDOT developed a 23-page MPO Joint Certification Process Review. The Newly Implemented Certification Process Review will provide consistency throughout the 27 MPOs and FDOT Liaisons. The contents for the New Joint Certification Process consist of: 1) purpose for the MPO Joint Process, 2) the Certification Process, 3) and a Risk Assessment Process. The Joint MPO Certification also includes 12 Sections that included the MPO Overview, LRTP, TIP, UPWP, Finances and Invoicing, Title VI and ADA, DBE, District Specific Questions, Clean Air Act, Noteworthy Practices and Achievements, Recommendations and Corrective Actions, and attachments. FDOT will provide the MPO Joint Certification updates and documentation and review for all 27 MPO's Annually to FHWA.

6. MPOAC Update

Observation: The MPOAC Executive Director appreciated FHWA/FTA/FDOT for the coordination and having everybody on the same page for the same topic. The MPOAC Executive Director attended in NY, the 2018 Transportation Research Board with other experts and provided an overall presentation on what Florida is doing as it relates to TPM, data consistency between the MPO's, and on-going dialogue between the MPOAC and FDOT.

7. Rural Area Consultation Process

Observation: The State of Florida is working on a non-MPO documented process for the rural consultation that will be completed by March 2019. The evaluation for the rural consultation is to look at the districts and assess how best to coordinate and involve the non-MPO areas in the planning process. These conversations were discussed with all

seven Districts and for the rural areas within the MPOs. The content to consider for the rural consultation process includes: what is the definition of a rural area, what are the Federal/State census definitions rules, look at trends and conditions, and social cultural areas for the counties/rural among other factors. FDOT's, SharePoint site will document all this information for use for the rural consultation in 2019. FDOT received FHWA Technology Deployment funding to host a Peer Exchange in Tallahassee that was held, August 29-30, 2018. The Peer Exchange will host several States together, including FL, OH, MI, TX, NC, VA, PA, WA, to find out their processes/challenges for rural consultation.

8. State Planning and research (SPR) Part A

Observation: FHWA and FDOT have diligently worked together since 2017-2018 and found a way to streamline and enhance the process for the review, approval turnaround times, and the overall program efficiency. The SPR Part A has undergone a complete overhaul from FY 17-18 to FY 18-19. The new SPR format was created to reduce confusion by FDOT and FHWA staff when updating or reviewing the SPR and processing amendments. This new process change showed a drastic decrease in amendments for review/approval for FY17 (total of 27) to FY18 (total of seven). The new format now includes useful information that is consistent with the required Federal Regulation and a combined Narrative/Finance Table that now displays one concise condensed document for easily accessibility. The new format also includes an FDOT Acronyms link for understanding FDOT's alphabet-soup.

9. Transportation Performance Management

Observation: A lengthy discussion on TPM was held during the Statewide Assessment Meeting. FDOT provided minimal documentation after the meeting on how they coordinated and communicated with the Florida's 27 MPOs on the TPMs. FDOT is in the process of working on templates for the planning documents that the MPOs can use if they choose to. FDOT will solicit the MPO's input on the planning documents and templates for their review and feedback. FDOT incorporated guidance from FHWA to produce one-page fact sheets for guidance to the MPOs regarding TPM requirements, such as Safety, Transit Asset Management and System Performance, and the development of a template for use by the MPOs in 2019. FDOT emphasized that they will be more proactive and improve their communication for the settings of the targets going forward.

10. FDOT UPWP Review Process/Amendment

Observation: Discussions of the challenges with this year's UPWP submittal process was discussed. FDOT will strive to be more pro-active with the process timelines for the submission of the new UPWP's review, process and amendments. This also includes the coordination and efforts on the process and cut-off or due dates for when de-obligations need to occur. FDOT will also create a schedule for the next UPWP cycle (regulatory), and UPWP Amendment (new template), to assist with pertinent information/communication to FHWA in a timely manner.

11. FHWA/FTA/FDOT Program Level Coordination

Observation: FDOT has addressed the communication with the MPO's sending UPWP/TIP/ LRTP letters to FHWA/FTA Division Administrators. Moving forward, this information will be coordinated with the planner for their respective District. FDOT has coordinated and established quarterly meetings with FHWA/FTA/FDOT that will assist with timely coordination and pertinent information to avoid being re-activate versus pro-active and invited the federal partners to participate in the meetings with the District Liaisons. Going forward, FDOT will also address with the 27 MPOs that the MPO Handbook is an internal process document and used solely as a reference document by FDOT staff to explain how all processes involved with the program are handled on a day-to-day basis.

12. Best Practices

Observations: FDOT is most proud of the Metropolitan Planning Program Training and their coordination with MPOAC Leadership.

13.ADA and Transition

Observation: FDOT Office of Data Analytics went through a re-organization. The Office of Quality Control will be responsible for the ADA Transition Plan data. The Department sent out an RFP for the New RCI, but unfortunately the request for the proposal came back with estimates over the RCI budget of \$1 million. As of the July 2018 Florida Federal Planning (Statewide Annual Assessment) Meeting, the RCI update is pending and FDOT intends to go forward with another procurement attempt and is meeting internally to identify what elements of the update can be performed in house. An additional meeting was held July 30th with TDA and FHWA to follow up on the 2017 recommendation. The TDA and Office of Roadway Design are conducting a study (the test roadway sample is 31 miles in length) in District 2 to try to extract ADA features at predetermined control points. The study will include pulling video records as well as Light Detection And Ranging (LIDAR) information using a van but also fly over.

APPENDIX C

2018 Florida Federal Planning Certification - Attendees Wednesday, July 11, 2018, 8:30 A.M. – 2:30 P.M.

Name	Organization
Mark Reichert	FDOT-CO
Alex Gramovot	FDOT-CO
James Jobe	FDOT-CO
Dana Reiding	FDOT-CO
Karen Brunelle	FHWA
Teresa Parker	FHWA
Stacie Blizzard	FHWA
Danielle Blackshear	FHWA
Carmen Monroy	FDOT-CO
Jorge Puente	FHWA
Cynthia Lorenzo	FDOT -FAMO
Tim Crellin	FDOT-OIG
Jennifer Carver	FDOT-CO
Nancy Shepherd	FDOT-OIG
Ashley Clark	FDOT-OIG
Rusty Ennemoser	FDOT-CO
Erika Thompson	FDOT-CO
Samantha Parks	FDOT-CO
Cark Mikyska	Florida MPOAC
Richelle Gosman	FTA-R4
Holly Liles	GDOT
Robert Sachnin	FTA R-4
John Crocker	FTA R-4
Luis Lopez	FHWA