



GOVERNMENT OF PUERTO RICO
Puerto Rico Highway and Transportation Authority



Unified Planning Work Program, for Fiscal Year 2018 and Fiscal Year 2019

Puerto Rico Metropolitan Planning
Organization (MPO)

for San Juan, Aguadilla, and Urbanized
Areas Under 200,000



Approved by FTA and FHWA

October 10th, 2018

Puerto Rico Unified Planning Work Program 2018-2019

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U.S. Department
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**Federal Transit
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10/10/2018

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Post Office Box 41269
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Subject: Approval of the FY 2018-2019 Unified Planning Work Program (UPWP) Amendment
Two

Dear Mr. Conteras Aponte:

The Federal Transit Administration, in partnership with the Federal Highway Administration,
reviewed the Fiscal Year 2018-2019 UPWP, Amendment Two.

We have determined that the amendment satisfies the requirements of 23 U.S.C 134, U.S.C 5303,
23 CFR Part 420, 49 CFR part 18.

If you have any questions, please do not hesitate to contact Mr. Luis Lopez with FHWA at (407)
867-6420 or Ms. Holly Liles with FTA at (404) 865-5637.

Sincerely,

Dr. Yvette G. Taylor
Regional Administrator
Federal Transit Administration

cc: Mr. Carlos A. Ramos Rosario, PRHTA
Mr. Luis E. Rodríguez, PRHTA
Ms. Zulma Marin, PRHTA
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Executive Summary

The Puerto Rico Unified Planning Work Program (UPWP) for Fiscal Year 2018 and Fiscal Year 2019 presents the planning activities with federal funds by the state, municipalities, and agencies for the San Juan Metropolitan Area, the Aguadilla Metropolitan Area and all Urbanized Areas Under 200,000 Population. This Unified Planning Work Program is a two-year transportation planning work program detailing transportation planning, programs, and activities to be performed by the Puerto Rico Metropolitan Planning Organization (PRMPO) for the period of October 1, 2017, to September 30, 2019.

The planning activities are usually defined in four work elements composed of recurring and non-recurring tasks. Thus, the planning funds are distributed in the following elements: 1-Program Administration and Planning Support Activities; 2- Long Range Transportation Plan, 3- Special Project Planning (transportation planning studies, non-recurring activities); 4- Data Collection.

The UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds.

The Puerto Rico Highway and Transportation Authority (PRHTA) is the designated recipient of the planning grant funds from Federal Highway Administration (FHWA) funds, also known as "PL" or planning funds, and Federal Transit Administration (FTA) Section 5305(d) funds. The PL Funds (FHWA) are programmed in the Puerto Rico State Planning and Research Program (PR-SPR). The planning tasks description and budget of the PR-SPR are currently approved for fiscal year 2017 for the San Juan and Aguadilla TMA's can be found in the State Planning & Research Program under tasks 614 and 615. A copy of these tasks can be found in Appendix E.

Finally, on December 2016, FHWA and FTA held a Transportation Management Area (TMA) Certification Review, under provision of 23 CFR 450.334 and 49 CFR 613.334, of the transportation planning process of the San Juan and Aguadilla TMA. The final report of the certification review established a series of corrective actions that will be monitored and evaluated. Therefore, much of the efforts and resources of the activities listed under the administration work element of this UPWP are focused in meeting with the corrective actions of that report.

Introduction: UPWP 2018-2019

The Federal Transit Administration (FTA) C 8100.1C circular defines the Unified Planning Work Program (UPWP) as a program of work identifying the planning priorities and activities to be carried out within a Metropolitan Planning Area. At a minimum, UPWP covers a 1-2-year period and includes: a description of the planning work and resulting products, the organization that will be responsible of performing the work, time frames for completing the work, the cost of the work, and the sources of funds (FTA C 8100.1C).

According to FTA C 8100.1C a UPWP is focused on a single metropolitan area and is develop by the Metropolitan Planning Organization (MPO) within that area. But in Puerto Rico there is one UPWP that integrates the planning activities of the San Juan Urbanized Area, Aguadilla Urbanized Area and the Urbanized Areas Under 200,000.

Annually the MPO staff updates the UPWP as required by state and federal regulation. The UPWP is a task-based budget outlining all major transportation planning activities to be undertaken by the members of the MPO. For each task the purpose, previous work accomplishments, project description and methodology, responsible person and agency, and the funding source(s) are identified. This UPWP grouped the task in five work elements:

Table 1. Index of Work Elements

1-Program Administration and Planning Support Activities	This includes tasks required to manage the transportation planning process on a continuing basis. Tasks included: UPWP development and Planning Program Administration (Section 5303/5304 funds for Metropolitan and Statewide Planning Program), Staff Support to the MPO, Development of the Transportation Improvement Program for the SJUZA, AUZA, and UZAs, and public involvement activities. This is a recurring planning activity.
2-Puerto Rico 2040 Long Range Administration	Maintain a multimodal LRTP, financially feasible, consistent with the goals and keep track of the establish performance measures.
3- Special Project Planning	New transportation system planning studies. Non-recurring planning studies. It is also included the Transit Asset Management Plan.
4- Data Collection	The basic data collection consists of reporting the data of the "Públicos" for the National Transit Data Base: 1-Públicos Data Collection (ridership, vehicle miles traveled, e.g.); 2-Safety and Security (Públicos incidents data collection).

Tasks in this UPWP are generally funded with Federal Transit Administration Funds, particularly from Section 5303 and 5304. All projects included in this UPWP that have not yet received disbursements, will be funded with Toll Credits to fulfill their local match. In the following tables, the Local Match (“S”) in the projects will represent 0 value, since the toll credits are included in the federal match (**Federal Cost=Total Project Cost**).

Table 2. The 2016, 2017 & 2018 FTA Apportionment

	FY 2016	FY 2017	FY 2018	Total
Section 5303	\$1,590,709.00	\$1,623,146.00	\$1,657,234.00	\$4,871,089.00
Section 5304	\$325,205.00	\$331,839.00	\$338,807.00	\$995,851.00
Total	\$1,915,914.00	\$1,954,985.00	\$1,996,041.00	\$5,866,940.00

Table 3. FTA Section 5304 and Local Match Funds

Section 5304	80% FTA	20% Local (Toll Credits)	100% Federal Match
FY 2016,FY 2017 & FY 2018	\$956,000	0	\$956,000

Table 4. Summary Table of Tasks and Funding in this UPWP Document: Section 5304

Task/ Sub-tasks	Description		Two Years Program		Total Estimated Cost	Remarks
			2018	2019	Est. Cost	
1	Adm-UPWP and Grant Administration	F	65,000	65,650	130,650	Work Element 1
		*S	-	-	-	
		T	65,000	65,650	130,650	
1.1	Administration - Staff Support to MPO Operation	F	48,000	48,480	96,480	Work Element 1
		*S	-	-	-	
		T	48,000	48,480	96,480	
1.2	Administration-TIP Development	F	55,000	55,550	110,550	Work Element 1

	and Maintenance	*S	-	-	-	
		T	55,000	55,550	110,550	
1.3	Administration-Public Involvement Program	F	95,000	-	95,000	Work Element 1
		*S	0	-	0	
		T	95,000	-	95,000	
1.4	Administration-Professional Development	F	22,000	22,220	44,220	Work Element 1
		*S	-	-	-	
		T	22,000	22,220	44,220	
1.5	Administration-Title VI Civil Rights, Environmental Justice, EEO, and Disadvantage Business Enterprise Program	F	40,000	40,400	80,400	Work Element 1
		*S	-	-	-	
		T	40,000	40,400	80,400	
1.6	Administration-Interagency Agreements and Contract Legal Revision	F	35,000	35,350	70,350	Work Element 1
		*S	-	-	-	
		T	35,000	35,350	70,350	
28-06	Long Range Transportation Plan	F	-	150,480	150,480	Work Element 2
		*S	-	-	-	
		T	-	150,480	150,480	
15	Transit Asset Management Plan (TAM)	F	500,000	-	500,000	Work Element 4- This task will also use funds from Section 5303 FY 2018 to fulfill the work plan
		S	-	-	-	
		T	500,000	-	500,000	
	Total Federal		652,000	304,000	956,000	*The Local/State Match (Toll Credits) are included in the federal total match.
	*Total State		-	-	-	
	Total		652,000	304,000	956,000	

Table 5 FTA Section 5303 and Local Match Funds

Section 5303	80% FTA	20% Local (Toll Credits)	100% Federal Match
FY 2016, FY 2017 & FY 2018	\$4,717,055	0	\$4,717,055

Table 6. Summary Table of Tasks and Funding in this UPWP Document: Section 5303

Num	Description		Two Years Program		Total Estimated Cost	Remarks
			2018	2019	Est. Cost	
1	Cataño- Strategic Multimodal Plan for the Municipality of Cataño	F	40,800	-	40,800	Work Element 3
		*S	-	-	0	
		T	40,800	-	40,800	
2	Toa Alta- Toa Alta's Transit Service Development Plan: System and Alternative Analysis Feasibility Study for the Implementation of the System	F	-	43,040	43,040	Work Element 3
		*S	-	-	-	
		T	-	43,040	43,040	
3	Canóvanas-Evaluation of the current transit system around SITUR route in Canóvanas	F	120,000	-	120,000	Work Element 3
		-S	-	-	-	
		T	120,000	-	120,000	
4	Vega Baja-Feasibility study for the implementation of complete streets policy in the Municipality of Vega Baja	F	144,000	-	144,000	Work Element 3
		*S	-	-	-	
		T	144,000	-	144,000	
5	Moca- Moca Transit Feasibility Study Covering Rocha, Marías, Cerro Gordo, Aceitunas, and Pueblo Wards	F	-	48,000	48,000	Work Element 3
		*S	-	-	-	
		T	-	48,000	48,000	
6	San Sebastián- Feasibility study for the	F	21,200	-	21,200	Work Element 3
		*S	-	-	-	

	rehabilitation or new construction of the públicos terminal in the Municipality of San Sebastián.	T	21,200	-	21,200	
7	Juana Díaz- Sustainable Transportation Plan for the Juana Díaz Municipal Transit Study	F	64,000	-	64,000	Work Element 3
		*S	-	-	-	
		T	64,000	-	64,000	
9	Vieques- Comprehensive Transportation Study for the Municipality of Vieques	F	80,000	-	80,000	Work Element 3
		*S	-	-	-	
		T	80,000	-	80,000	
9	Guánica-Elaboration and implementation of a public transit system in the Municipality of Guánica.	F	56,000	-	56,000	Work Element 3
		*S	-	-	-	
		T	56,000	-	56,000	
10	Villalba- Comprehensive Transit Study for the Municipality of Villalba	F	80,000	-	80,000	Work Element 3
		*S	-	-	-	
		T	80,000	-	80,000	
11	NTD "Públicos" Islandwide Data Collection*	F	450,000	454,500	904,500	Work Element 4
		*S	-	-	-	
		T	450,000	454,500	904,500	
12	NTD "Públicos" Safety & Security Data Collection*	F	70,000	70,700	140,700	Work Element 4
		*S	-	-	-	
		T	70,000	70,700	175,875	
13	Short Range Planning Activities: System Plans, Corridor Plans and Design, Multimodal	F	487,407	487,408	974,815	Work Element 3
		*S	-	-	-	
		T	487,407	487,408	974,815	
14	Americans with Disabilities Act (ADA) Transition Plan*	F	1,000,000	-	1,000,000	Work Element 3
		*S	-	-	-	
		T	1,000,000	-	1,000,000	
15	Transit Asset Management Plan (TAM)	F	1,000,000	-	1,000,000	Work Element 4- This task will also use funds from Section 5304 FY 2018 to fulfill the work
		*S	-	-	-	
		T	1,000,000	-	1,000,000	
	Total Federal		3,613,407	1,103,648	4,717,055	*The Local/State Match (Toll Credits) are included in the federal total match.
	*Total State		-	-	-	
	Total		3,613,407	1,103,648	4,717,055	

UPWP Development Process

The Federal Coordination Office (FCO) of the Puerto Rico Highway and Transportation Authority (PRHTA), as part of the operational staff of the MPO, is responsible for the preparation of the UPWP, which is based on petitions for funds submitted by Commonwealth agencies, municipalities within each of the urbanized areas and from the DTPW and the PRHTA. These petitions for non-recurring planning activities are analyzed by the FCO and discussed with the MPO Technical Committee members. Petitions are evaluated and selected according to: the purpose or justification (what is expected to obtain from the requested planning activity), the consistency with the Puerto Rico Long Range Transportation Plan, the cost estimation, and the availability of the local match funds.

Before final approval by the MPO, the FCO published a public notice to inform that the draft of the UPWP is available for review and comment. A 15-day response period is provided to submit comments. The notice also states that copies of the UPWP draft are available for review at the various municipalities and at the PRHTA central office. In addition, a letter is sent to the MPO members informing of the date of the MPO meeting, including a copy of the draft of the Transportation Improvement Program (TIP) and UPWP for their review and comments at the meeting.

Once the draft of the UPWP document is presented for consideration and endorsement of the MPO Policy Committee for the SJUA, AUA, and the Urbanized Areas Under (UZA) 200,000 Population, the PRHTA send the document for to FHWA and FTA for their review and approval. The final UPWP incorporates the suggestions and revisions from FTA.

UPWP FRAMEWORK

Overview of the Transportation Planning Process: Continuous, cooperative, and comprehensive

The transportation planning is an essential part in the provision and implementation of the transportation system. Contrary to what some may think about planning, the transportation plan is not the transportation planning process.

The transportation planning provides to the state, region or community with a vision for its future; it encompasses a comprehensive understanding of the pluralism necessities from different stakeholders as to engaged in a cooperative process to foster the involvement by all the users of the system; and is continuous, since it requires the monitoring and evaluation of the system's performance and condition.

The Federal regulation 23 USC 134-135 requires a statewide and metropolitan process. In general, the transportation planning process is described as a continuous, cooperative, and comprehensive process. Some of the steps involving the transportation planning process consist of:

- Monitoring existing conditions,
- Forecasting future population and employment growth, including assessing land uses in the region and identify major growth corridors,
- Identifying current and projected future transportation problems and needs, and analyzing, through detailed planning studies, various transportation improvement strategies to address those needs,
- Developing long-range plans and short-range programs of alternative capital improvement and operational strategies for moving people and goods,
- Estimating the impact of recommended future improvements to the transportation system on environmental features, including air quality,
- Developing a financial plan for securing sufficient revenues to cover the costs of implanting strategies

Although there is no single agency or entity responsible for the entire transportation system, the transportation planning process is responsibility of the MPO.

The Metropolitan Planning Organization

A Metropolitan Planning Organization (MPO) is a transportation policy-making body made-up of representatives from local government and transportation agencies with authority and responsibility in metropolitan planning areas. This organization is designated to carry out the metropolitan area's transportation planning process (FTA C 8100.1C).

This organization was required in an early 1970's Federal legislation. The legislation required the formation of an MPO for any urbanized area (UZA) with population greater than 50,000 and was created in other to ensure that existing and future transportation expenditure followed the (3-C) planning process: comprehensive, continuing, and cooperative. All Federal funding for transportation projects and programs are channeled through the MPO.

According to FTA regulations, the MPO is responsible for:

- Responsible for establishing a fair and impartial setting for all regional decision-making in the metropolitan area
- Identify and evaluate alternative transportation improvement options: use data and planning methods to generate and evaluate alternatives. The planning studies and evaluations are included in the UPWP.
- Prepare and maintain a Metropolitan Transportation Plan
- Develop a Transportation Improvement Program (TIP)
- Involve the public

However, the MPO must coordinate with the state Department of Transportation (DOT), and produce the following documents:

- The Metropolitan Long-Range Transportation Plan (LRTP), means the official multimodal transportation plan addressing no less than 20 years planning horizon, but is updated at least every 4 or 5 years by the MPO through the transportation planning process.
- The Transportation Improvement Program (TIP) means a prioritized listing/ program of transportation projects covering a period of three or four years that is developed and formally adopted by an MPO as part of the metropolitan planning process, consistent with the LRTP, and required for projects to be eligible for funding.
- Unified Planning Work Program (UPWP) means a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area.

The state DOT must develop the Long-range Statewide Transportation Plan and the Statewide Transportation Improvement Program (STIP).

- The Long-range Statewide Transportation Plan is a policy-oriented document or may include a list of specific projects (it will be discussed on another section).
- The STIP is a statewide prioritized listing/ program of transportation projects covering a period of four years that is consistent with the Long-range Statewide Transportation Plan, metropolitan transportation plan and TIP's, and required for projects to be eligible for funding.

Planning Emphasis Areas

The passage of the federal legislation Fixing America's Surface Transportation Act (FAST-act) continues the growing focus from MAP-21 to require MPOs that serve TMAs to:

- 1) Have transit agency officials in their governing structures and
- 2) MPOs are required to establish performance targets that address national performance measures issued by the U.S. DOT and are based on goals outlined in law-safety, infrastructure condition, congestion reduction, system reliability, economic vitality, environmental sustainability, reduced project delivery delays, transit safety, and transit asset management.

In that addition, FAST Act brought about a renewed focus on transportation planning, that resulted in the issued of three Planning Emphasize Areas that must be included in the UPWP and SPR work programs. These PEA's are:

- 1-MAP-21 Implementation Performance Based Planning- as mention above, the MPOs and States has to establish and use a performance-based approach to transportation decision making, therefore a selection of the performance targets needs to be develop.
- 2-Regional Cooperation- the purpose is to improve the coordination and cooperation through a multi-jurisdictional planning concept. MPOs are encouraging to create cross boundaries partnerships, share data and resources, create alliances, round table forums, promote regional alternatives solutions to transportation problems.
- 3-Ladders of Opportunity- enhance opportunities for all Americans by investing in transportation projects as to better connect communities to employment, educational, health and commercial centers, as well as stimulate long-term job growth.

The development and implementations of the planning activities herein program includes the support of these PEA's.

Planning Factors

In the development of this UPWP, the MPO considered the planning factors as updated in FAST-Act:

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

Task Title	Planning Factors									
	1	2	3	4	5	6	7	8	9	10
Strategic Multimodal Plan for the Municipality of Cataño										
Toa Alta's Transit Service Development Plan: System and Alternative Analysis Feasibility Study for the Implementation of the System										
Evaluation of the current transit system around SITUR route in Canóvanas										
Feasibility study for the implementation of complete streets policy in the Municipality of Vega Baja										
Moca Transit Feasibility Study Covering Rocha, Marías, Cerro Gordo, Aceitunas, and Pueblo Wards										

Feasibility study for the rehabilitation or new construction of the públicos terminal in the Municipality of San Sebastián.										
Sustainable Transportation Plan for the Juana Díaz Municipal Transit Study										
Comprehensive Transportation Study for the Municipality of Vieques										
Guánica-Elaboration and implementation of a public transit system in the Municipality of Guánica										
Villalba-Comprehensive Transit Study for the Municipality of Villalba										
Transit Asset Management Plan										
Americans with Disabilities Act (ADA) Transition Plan										
Short Range Planning Activities: System Plans, Corridor Plans and Design, Multimodal Facilities										
NTD "Público" Safety & Security Data Collection										
NTD "Públicos" Data Collection for All Urbanized Areas and Islandwide										
2045 LRTP										
Program Administration and Planning Support Activities: UPWP Development & Grant Support, TIP Development & Maintenance, Public Involvement Program, Professional Development, Title VI and Legal Revision										

PUERTO RICO MPO ORGANIZATION

In January 12, 1973, and as authorized by Plan Number 6 for the Reorganization of the Executive Branch of the Commonwealth of Puerto Rico, the Department of Public Works was reorganized and renamed the Department of Transportation and Public Works (DTPW), becoming the central government agency responsible for transportation programs for the Commonwealth of Puerto Rico. As part of this Reorganization Plan, the Highway Authority (latter on Highway and Transportation Authority), the Ports Authority (PA) and the Metropolitan Bus Authority (MBA) were ascribed to the DTPW. In 1989, the PA became separate entity. In that same year, the Governor of the Puerto Rico designated the DTPW as the statewide agency responsible for carrying out the provisions of 23 USC 134 and with the requirements of Chapter 53, 49 USC 1602, 1603, and 1604. Therefore, **the Secretary of the DTPW is the President of the Metropolitan Planning Organization (MPO)** for all urbanized areas of Puerto Rico.

The DTPW is responsible for the planning, development, coordination, and administration of all transportation activities. The Agency formulates the general policy for surface, air, and water transportation for the Commonwealth of Puerto Rico and recommends programs, projects, and other measures which will meet the Island's needs regarding transportation services and facilities to be adopted by the Governor and/or the Legislative Assembly. Soundly formulated public policy promotes the development of an integrated, efficient, and safe transportation system that will expedite the development of the economy and improve the general welfare and safety of citizens. The DTWP/PRHTA continually evaluates and studies transportation problems.

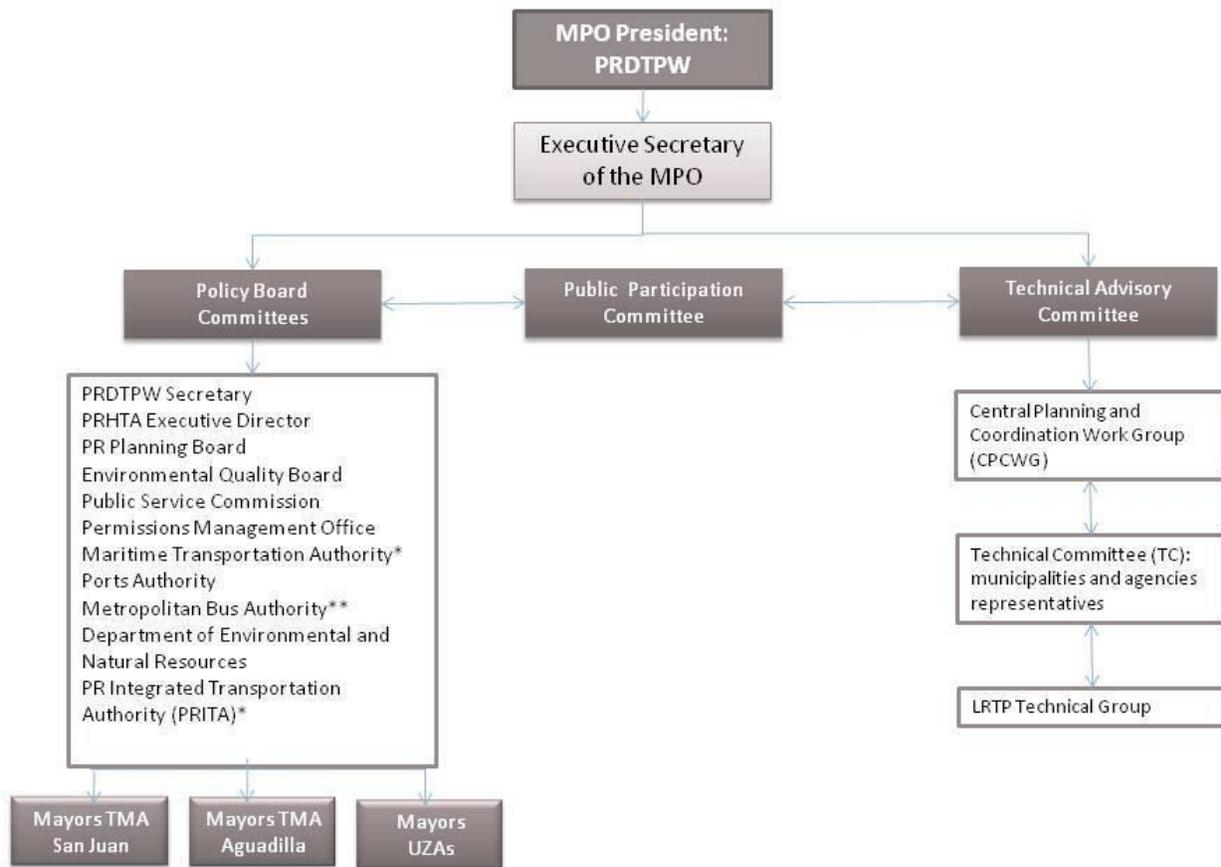
The authorities attached to the DTPW operate as public corporations, which provide them with fiscal autonomy and administrative flexibility. Their functions are formulated under policies adopted by the Secretary of DTPW.

On March 6, 1991, the Governor signed Law Number 1, which changed the name of the Highway Authority to the Puerto Rico Highway and Transportation Authority (HTA) and widened its responsibilities to include planning, promotion, and development of the transit system. Within the San Juan Urbanized Area (SJUZA), the HTA is also empowered to contract the operation of public transportation services. Law Number 1 of 1991 also contemplated the development of a Statewide (Islandwide) Transportation Plan, which presents the public policies and strategies related to transportation and serves as a guide for public and private activities.

Puerto Rico MPO composition

In Puerto Rico, there is one MPO, although according to the 2000 and 2010 Census of Population, there are two urbanized area with population over 200,000- also known as Transportation Management Area (TMA)- San Juan and Aguadilla urbanized areas, and nine consolidated urbanized areas with population of 50,000 to 199,999 (under 200,000 population). Although it is well known that the 2010 Census revealed that Puerto Rico suffer a decrease in population, this didn't have a substantial effect in the UZA's boundaries.

Figure 1: Structure and composition of the MPO



Note: *Does not apply to the Aguadilla Urbanized Area
 ** Only applies to San Juan Urbanized Area

Meanwhile, Puerto Rico MPO's is organized in **three Policy Committees** (one committee for each Urbanized Area) **and a Technical Committees** in order to promote an urban transportation planning process that responds to the Commonwealth necessities as well as to the goals and objectives of local communities, and to assure a forum for cooperative decision-making in the planning process. The three Policy Committees are: the committee for the San Juan Urbanized Areas (SJUZA), the committee for the Aguadilla Urbanized Areas (AUZA), and the committee for the Urbanized Areas Under 200,000 Population (UZA's).

The committee for the San Juan Urbanized Area (SJUZA), is defined by the 2000 Census as falling in the funding category of areas with over one million inhabitants and comprising the following thirty- eight (38) municipalities:

- | | | | |
|-----------------|--------------|-----------------|------------|
| 1. Aguas Buenas | 2. Aibonito | 3. Barranquitas | 4. Bayamón |
| 5. Caguas | 6. Canóvanas | 7. Carolina | 8. Cataño |
| 9. Cayey | 10. Ciales | 11. Cidra | 12. Coamo* |

13. Comerío	14. Corozal	15. Dorado	16. Guaynabo
17. Gurabo	18. Humacao	19. Juncos	20. Las Piedras
21. Loíza	22. Manatí	23. Maunabo	24. Morovis
25. Naguabo	26. Naranjito	27. Orocovis	28. Patillas
29. Río Grande	30. Salinas	31. San Juan	32. San Lorenzo
33. Toa Alta	34. Toa Baja	35. Trujillo Alto	36. Vega Alta
37. Vega Baja	38. Yabucoa		

*According to 2010 Census, the Coamo municipality conforms one of the Non-urbanized areas.

The committee for the Aguadilla Urbanized Area of (AUZA), which falls in the funding category of areas with over 200,000 and less than one million inhabitants, is defined as comprising the following eleven (11) municipalities:

1. Aguada	2. Aguadilla	3. Añasco	4. Camuy
5. Isabela	6. Lares	7. Las Marías	8. Moca
9. San Sebastián	10. Rincón	11. Utuado	

The committee for Urbanized Areas Under 200,000 Population (UZA), which integrates twenty-eight (28) municipalities, is defined as follows:

Urbanized Area (50,000- 199,999)	Comprising municipalities
➤ Arecibo	Arecibo**, Camuy, Hatillo, and Quebradillas
➤ Fajardo	Ceiba, Fajardo, Luquillo, and Naguabo
➤ Florida-Imbéry- Barceloneta	Florida, Barceloneta, Arecibo**, Manatí
➤ Guayama	Arroyo, Guayama, Patillas, and Salinas
➤ Juana Díaz	Juana Díaz, and Villalba
➤ Mayagüez	Añasco, Hormigueros, and Mayagüez
➤ Ponce	Ponce
➤ San Germán	Cabo Rojo, Lajas, Sabana Grande, and San Germán
➤ Yauco	Guánica, Guayanilla, Peñuelas, and Yauco

*Arecibo is included in two Urbanized Areas: in Arecibo Urbanized Area and in Florida-Imbéry- Barceloneta Urbanized Area.

The Policy Committees are the cooperative decision-making among local officials (Mayors), state agencies related to transportation, and representatives of various Federal agencies and the public. Members include the following voting and non-voting representatives:

Voting

1. Secretary of Department of Transportation and Public Works
2. Executive Director of the Puerto Rico Highway and Transportation Authority (PRHTA)
3. Executive Director of Ports Authority (PA)
4. President and General Manager of the Metropolitan Bus Authority (MBA)¹
5. President, Planning Board (PB)
6. President, Public Service Commission (PSC)
7. President, Environmental Quality Board (EQB)
8. Maritime Transportation Authority (MTA)
9. Executive Director, Puerto Rico Integrated Transportation Authority
10. The 72 mayors of the municipalities included in the urbanized areas (SJUA – 38; AUA – 11; UZA – 23)

Non-voting

1. Puerto Rico Division Administrator, Region I, FHWA
2. Regional Administrator, Region IV, FTA

Figure 2: Urbanized Areas defined by the 2010 Census



SEPTEMBER, 2013

¹ Member of SJUA Committee Only

Work Element 1: Program Administration and Planning Support Activities

Preparation of UPWP, Grant Management, MPO operation and public involvement activities, interagency coordination

Task 1

Petitioner: PRHTA	Task Number: 2000
Title: UPWP Development & Grant Administration of the Metropolitan Transportation Planning Program and Statewide Transportation Planning Program	

PURPOSE:

- To conduct the transportation planning process for the PRMPO and its member jurisdictions and partners in a manner that complies with federal and state requirements.
- Prepare, manage and monitor the development of the UPWP tasks

PREVIOUS WORK:

- Puerto Rico UPWP 2015-2016, as amended UPWP 2016-2017
- Grant execution PR-2016-0004-00
- Preparation of Interagency Agreements,
- The administration of the overall planning process, which includes all correspondence, meetings, status updates on all state and federal reports e.g. LRTP, STIP, TMA Certifications, among others is being completed on a daily basis with all participant offices,
- Purchase Orders, Employee Time Distribution Sheets are other example documents that were worked on.

METHODOLOGY/ SCOPE OF WORK:

- Ensure projects are properly funded and begin and end dates are within grant agreement timeframe
- Review and update the UPWP to address any changes.
- Document distribution to all the MPO members.
- Seek approval from the members of the three MPO Policy Committees.
- Administer the work to be performed: overlook of the task to be done, provide technical assistance to the subrecipients (municipalities and agencies) of Metropolitan Planning Program (MPP) funds. This also includes an evaluation of the Municipalities and Agencies petitions for MPP funds, scope of work assessment, listing the recommended and not recommended MPP petitions for planning activities, incorporating the new tasks in the UPWP.
- Prepare the budget and distribution of the MPP funds for the 2018 Assignments and the identification of available MPP funds from other older Grants.
- Develop and process the third-party agreements between the PRHTA and the subrecipients of MPP.
- Prepare work scope(s) and budgets for planning grants and process grant application
- Process grant amendments and budget revision
- Grant Close Out preparation. Project Completion Report to close out grants, as appropriate.
- Request progress report to the subrecipients of MPP funds. Submit the quarterly progress report of the MPP open grants.
- Process reimbursement request from MPP subrecipients. Manage a check list to verify the reimbursement request comply with the necessary documentation to process it to the Accounting Office of PRHTA.
- Reproduce the UPWP and publish the availability of the document for the people to comment.
- Maintain financial records, invoices, quarterly progress reports and annual audits
- Complete the PRMPO certification process pursuant to federal and state regulations
- Review existing agreements and modify/update as needed
- Monitor and maintain a two-year Unified Planning Work Program for FY 18- FY19, including any necessary revisions, and provide at least quarterly progress reports and reimbursement requests
- Coordinate UPWP tasks with participating agencies or municipalities
- Prepare the draft FY2019- FY20 UPWP in June 2019 and the final in August 2019

- Administer consultant contracts

PRODUCTS & SCHEDULE:

- Quarterly Progress Reports
- Minutes and reports required for the transportation planning process - ongoing
- Single Audit Report Request – annually
- Certification and Assurances - annually
- Interagency Agreements- as needed
- Update PBMPO Interlocal Agreement - as needed
- Update standard MPO agreements - as needed
- UPWP monitoring, maintenance/revisions, and expenditure Reports/Reimbursements - quarterly/as needed
- UPWP revisions and updates- May, 2018

COORDINATED BY:

- Federal Coordination Office and Fiscal Section, Accounting Office

Sub-task 1.1

Petitioner: PRHTA	Task Number: 2000
Title: Staff Support to the MPO Operation	

PURPOSE:

- Administrate and reinforce the planning responsibilities of the PRMPO
- TMA certification review implementation and monitoring of corrective actions
- Develop strategies to improve PRMPO operations, project management, performance measures definition and implementation,

METHODOLOGY/ SCOPE OF WORK:

- Designation of the Technical Advisory Committee
- Organized the meetings with the Policy Committee and the Technical Committee for each Urbanized Area: San Juan UZA, Aguadilla UZA and UZA Under 200,000 Population.
- Prepare agenda packages and minutes in support of PRMPO board and committee meetings
- The MPO staff prepares agendas, updates the informational material, prepare the power point presentation, process the letter of invitation to the MPO members and publish the public notice to announcing the dates of the meetings.
- Evaluate the necessity of developing a strategic plan for the PRMPO
- Prepare, certify and process MPO Resolutions.
- Prepare summary minutes and distribute the recording of the MPO Policy Committee meetings.
- Update the MPO membership contact information
- Provide technical assistance to the municipalities and agencies on FTA and FHWA programs
- Maintain the MPO members informed on issues related to transportation, funding, grant management, programmed projects.
- Coordinate activities with participating transportation partners
- The MPO staff prepares agendas, updates the informational material, prepare the power point presentation, process the letter of invitation to the MPO members and publish the public notice to announcing the dates of the meetings.

- Coordinate the public participation meetings

END PRODUCTS:

- Power point presentations, brochures, copies of the STIP, TIP and UPWP
- MPO agendas
- CD’s with the recordings of the MPO Policy Committee meetings
- MPO members directory
- MPO Administrative and Operational Regulation

WORK SCHEDULE:

- These are annual recurring activities.

COORDINATED BY:

- Federal Coordination Office

Sub-task 1.2

Petitioner: PRHTA	Task Number: 2000
Title: TIP Development and Maintenance	

PURPOSE:

- Create, maintain, review and update a program of transportation system capital projects and operations support for a 4- Year period for each Urbanized Area (San Juan, Aguadilla and Under 200,000) consistent with the long-range planning activities and in compliance with all federal and state statutory requirements.

PREVIOUS WORK:

- TIP 2017-2020 for San Juan Urbanized Area, approved on July 28, 2016
- TIP 2017-2020 for Aguadilla Urbanized Area, approved on July 28, 2016
- TIP 2017-2020 for Urbanized Areas Under 200,000 Habitants, approved on July 28, 2016

METHODOLOGY/ SCOPE OF WORK:

- The PRHTA staff in collaboration with each urbanized area Technical Committee will reviewed and submit to the three Policy Committee of each Urbanized Area (San Juan, Aguadilla, and the UZA’s) the list of projects and transportation expending that will be included in the TIP.
- Describe and prioritize the surface transportation programs and projects that receive federal funds, for every transportation mode, to be implemented during the program period.
- Review scope of projects, priorities and schedule. This work is usually carried out between the months of January and June.
- Maintain ongoing activities to monitor and report on progress and status of programmed projects.
- Prepare document for MPO Committees, and Board review and approval.
- Seek endorsement of TIP document by all MPO Committees, including the MPO Policy Committee.
- Refine the Prioritization Process to consider the results of the LRTP, and performance measures developed for compliance with FAST-ACT, in developing the TIP and STIP
- Publish the interactive TIP on the PBMPO website for use by the public and other agencies
- Prepare an annual list of projects for which Federal funds (FTA) were obligated for inclusion in the TIP

- Solicit and evaluate applications for the Transportation Alternatives Program and any competitive funding made available from Surface Transportation Program (SU) Funds

END PRODUCTS:

- TIP 2018-2021 for San Juan Urbanized Area
- TIP 2018-2021 for Aguadilla Urbanized Area
- TIP 2018-2021 for Urbanized Areas Under 200,000

Habitants WORK SCHEDULE:

- Start Date: the tasks usually begin in January (called for project) and continues with the approval of the TIPs
- TIP amendments as needed
- Annual Listing of Projects for Federal funds obligated in the preceding year

COORDINATED BY:

- Federal Coordination Office

Sub-task 1.3

Petitioner: PRHTA	Task Number: 2000
Title: Public Involvement Program	

PURPOSE:

- Ensure citizen and community input (gather ideas, voice their concerns and needs) in all aspects of the multimodal transportation planning and decision-making process before plans and programs are approved
- Develop a proactive and ongoing public participation process that includes the public, stakeholders, and other governmental bodies at the island, regional, and local levels.
- Publicize the project to increase public awareness about transportation issues and publicize the role of DTPW/PRHTA in the plan development.
- Create communications channels with the public and others to encourage public participation and input.

PREVIOUS WORK:

- MPO public participations meetings to inform on FTA and FHWA funds availability and the federal and local transportation dispositions.
- Coordinate with the PRHTA Civil Right Office the revision of the PRMPO documents and collect data
- Meetings with public transit users and elderly and handicapped organizations
- Regional meetings between DTPW officials, municipal technical staff and elected officials
- Introduction meeting of the MPO and transportation planning process to new elected officials
- Create an email address to receive public comments.
- Creating a contact base with email address list, and including the municipalities, committee members, service, trade, and other organizations, including professional groups such as the area's

American Planning Association, Institute of Transportation Engineers, and American Institute of Architects.

METHODOLOGY/ SCOPE OF WORK:

- Evaluation of measures of the PIP effectiveness
- Update the Public Involvement Plan (PIP) and the PRMPO Rules and Operating Procedure, for which a third-party contract is going to be used.
- Coordinate regional meetings with municipalities to establish a dialogue about their transit systems and explore opportunities to develop a regional transit system.
- Create a form to collect information about the transit system in the municipalities.
- Posting a flyer announcing the MPO meetings on the PRHTA website.
- Maintaining and conducting meetings with the Citizen Advisory and Economic Development Committees. The membership in these groups was identified jointly by the MPO and PRHTA to provide a broad cross-section of representation of transportation stakeholder interests across user groups, freight interests, affected and benefited partners, modal interests, transportation disadvantaged groups, and others. These candidates were appointed by the Executive Secretary of the Puerto Rico MPO. Their work began after the model development in early 2012 and continues through the project completion.
- Making presentations to the MPO Policy Board committee. The MPO staff prepares agendas, updates the informational material, prepare the power point presentation, process the letter of invitation to the MPO members and publish the public notice to announcing the dates of the meetings.
- Posting the approved UPWP, TIP's and STIP on the PRHTA website (under Federal Coordination Office)
- Developing bilingual press releases, public service announcements, and notices for distribution through the PRHTA Communications and Press Office to media outlets.
- Informed the public about the availability of the planning documents drafts (LRTP, UPWP, TIP, and STIP) for their revision and to provide the opportunity to comment.

END PRODUCTS:

- Updated Public Involvement Plan (PIP) and revision of the PRMPO Rules and Operating Procedure
- Creation of Public Advisory Committee and Designation of the Technical Advisory Committee
- MPO Collaboration Agreement to state and determine the MPO, State, public transportation operator's roles and responsibilities.
- Public participations meetings to present the changes the dispositions of FAST-Act
- Website redesign, maintenance and updates - ongoing
- Facebook page maintenance and updates - ongoing

WORK SCHEDULE:

Creation of the Committees is expected to be designated and activated for August 2017,
PIP Update and PRMPO Rules and Operating Procedures February, 2018

COORDINATED BY:

- PRHTA: Federal Coordination Office, Strategic Planning Office & Special Studies and Programming Office

Sub-task 1.4

Petitioner: PRHTA	Task Number: 2000
Title: Professional Development	

PURPOSE:

- Transportation planning funds will be used for staff members of the MPO to attend transportation planning and professional development conferences, workshops, and training.

PREVIOUS WORK:

- Triennial Review Workshops
- FTA/ FHWA webinars

METHODOLOGY/ SCOPE OF WORK:

- The MPO will organize training sessions for the Transportation Policy Board and subcommittee members, and to local governments and participating agencies.
- A list of themes or areas of knowledge are going to be develop, in order to prepare a training program
- Request NTI seminars
- Provide training for PRMPO staff and PRMPO Board members

END PRODUCTS AND SCHEDULE

- Training program with the necessities and work plan- November 2017
- Seminars- annually

COORDINATED BY:

PRHTA: Federal Coordination Office, Strategic Planning Office & Special Studies and Programming Office

Sub-task 1.5

Petitioner: PRHTA	Task Number: 2000
Title: Title VI Civil Rights, Environmental Justice, EEO, and Disadvantage Business Enterprise Program	

PURPOSE:

- Maintain an analytical approach that produces procedures that meet Title VI and Environmental Justice requirements by ensuring that federally-funded transportation projects adequately consider effects on low-income and minority segments of the population.
- Set policies for Disparate Impact and Disproportionate Burden as now required by Title VI.
- Update Title VI related documents, policies and procedures, as required.

PREVIOUS WORK:

- DBE goal methodology
- Title IV assurances, nondiscrimination policy and complaint filing procedure
- Limited English Proficiency Plan Update

METHODOLOGY/ SCOPE OF WORK:

- Attend PRMPO meetings,
- Review the PRMPO documents as to address the Civil Rights requirements
- Collect statistical data on those, disadvantage communities, impacted by the program, services and activities
 - Coordinate with the Puerto Rico 2045 Long Range Transportation Plan Team in order assess the demographic and socioeconomic information
- Execution on DBE goal methodology: revision of the federal clauses and Request for Proposal procurement
- Certify companies as DBE and update the DBE directory

END PRODUCTS AND SCHEDULE

- DBE and Title VI monitoring and reporting - ongoing

COORDINATED BY:

- PRHTA: Civil Right Office

Sub-task 1.6

Petitioner: PRHTA	Task Number: 2000
Title: Interagency Agreements and Contract Legal Revision	

PURPOSE:

- Prepare and/or review all contracts, interagency agreements, reports, and federal transportation related documentation

PREVIOUS WORK:

- Review interagency agreements between PRHTA and PRMPO members

METHODOLOGY/ SCOPE OF WORK:

- Attend PRMPO meetings,
- Federal clauses revisions
- Master Agreement incorporation
- Development of the PRHTA Annual Certification and Assurances
- Procurement Assessment
- Third Party Contract Development

END PRODUCTS AND SCHEDULE

- Interagency agreement- as needed
- Contracts- as needed

COORDINATED BY:

- PRHTA: Legal AdvisorOffice

FUNDING:

- Total budget for all the tasks included in the Work Element 1 Program Administration a Planning Support Activities
- Some of the expenses budgeted for the four tasks are: basic overhead, program support, and general administrative cost.

Task/ Sub-tasks	Description		Two Years Program		Total Estimated Cost	Remarks
			2018	2019	Est. Cost	
1	Adm-UPWP and Grant Administration	F	65,000	65,650	130,650	Work Element 1
		*S	-	-	-	
		T	65,000	65,650	130,650	
1.1	Administration -Staff Support to MPO Operation	F	48,000	48,480	96,480	Work Element 1
		*S	-	-	-	
		T	48,000	48,480	96,480	
1.2	Administration- TIP Development and Maintenance	F	55,000	55,550	110,550	Work Element 1
		*S	-	-	-	
		T	55,000	55,550	110,550	
1.3	Administration- Public Involvement Program	F	95,000	-	95,000	Work Element 1
		*S	-	-	-	
		T	95,000	-	95,000	
1.4	Administration- Professional Development	F	22,000	22,220	44,220	Work Element 1
		*S	-	-	-	
		T	22,000	22,220	44,220	
1.5	Administration- Title VI Civil Rights, Environmental Justice, EEO, and Disadvantage Business Enterprise Program	F	40,000	40,400	80,400	Work Element 1
		*S	-	-	-	
		T	40,000	40,400	80,400	
1.6	Administration- Interagency Agreements and Contract Legal Revision	F	35,000	35,350	70,350	Work Element 1
		*S	-	-	-	
		T	35,000	35,350	70,350	
	Total Federal	F	152,000	153,520	305,520	*The Local/State Match (Toll Credits) are included in the federal total match.
	*Total State	*S	-	-	-	
	Total	T	152,000	153,520	305,520	

Work Element 2: Puerto Rico 2045 Long Range Transportation Plan (LRTP)

TASK NUMBER AND TITLE:

28-6 Puerto Rico 2045 Long Range Transportation Plan Execution and Maintenance

PURPOSE:

- The Federal Regulations (CFR 23 Part 450) requires updating the Metropolitan Transportation Plan or Regional Long-Range Transportation Plan, every five years, in air attainment areas, and since the Puerto Rico 2040 Multimodal and Sustainable Long-Range Transportation Plan and the other seven Regional LRTP were approved on 2013, they are due to be update by 2017.
- PRHTA and PRMPO are in the process of updating the LRTP as to generate the 2045 Islandwide and Metropolitan Transportation Plan

PREVIOUS WORK:

- 2040 Islandwide Long Range Transportation Plan
- 2040 San Juan Metropolitan LRTP
- 2040 Aguadilla Metropolitan LRTP
- 2040 Regional LRTPs: for the North, Southwest, South, Southeast and East

METHODOLOGY/ SCOPE OF WORK:

- Evaluation of the progress and status of programmed project
- Revision of the financial financing mechanisms and possible new options to generate revenues for need capital investments and transportation operations, as per applicable federal regulation.
- Maintain ongoing activities to monitor and report on progress and status of programmed projects.
- Prepare document for MPO Committees, and Board review and approval.
- Seek endorsement of TIP document by all MPO Committees, including the MPO Policy Committee.
- Coordinate with FHWA, FTA, PRHTA and other stakeholders in the development and implementation of performance-based planning and programming to comply with FAST-ACT
- Evaluate access to essential services to identify transportation connectivity gaps, including traditionally underserved populations
- Monitor the adopted LRTP for changes due to socio-economic changes and requests for modifications from the municipalities
- Review the data and plan annually to determine if amendments are needed
- Coordinate the LRTP with the PRHTA traffic performance standards (TPS) system to monitor impacts from proposed development
- Retain a consultant to assist in modeling and evaluating the LRTP and any amendments against MAP-21 performance measures
- Update data and information needed to validate the travel demand model.
- Identify possible new projects, and revised the projects of the illustrative list that could advance policy goals, including preparing adequate cost estimates as per new federal regulations
- Utilization of travel models and others planning tools to evaluate potential projects and programs
- Air quality conformity determination assessment

END PRODUCTS & WORK SCHEDULE:

- Seven updated regional plans 2045 LRTP: San Juan TMA, Aguadilla TMA, North TPR, Southwest TPR, South TPR, Southeast TPR and East TPR= September, 2018
- An update 2045 Islandwide LRTP= September, 2018
- Monitoring, maintaining and supporting the adopted LRTP - ongoing

COORDINATED BY:

- PRHTA= Strategic Planning Office

FUNDING:

Description		Two Years Program		Total Estimated Cost
		2018	2019	Est. Cost
Long Range Transportation Plan	F	-	150,480	150,480
	*S	-	-	-
	T	-	150,480	150,480

Figure 3: Transportation Metropolitan Areas and Transportation Planning Regions



Work Element 3: Special Project Planning

New Transportation Planning Tasks for: San Juan, Aguadilla, and Urbanized Areas Under 200,000

➤ **San Juan Urbanized Area**

Petitioner: Municipality of Cataño	Task. 3-1
Title: Strategic Multimodal Plan for the Municipality of Cataño	

PURPOSE:

- Expand the current transit routes and improve the existing ones
- Incorporate bicycle and pedestrian safety and security projects
- Identify alternatives to manage congestion and parking demand
- Evaluate how to improve the capacity of the Park and Ride
- Feasible recommendations
- Leverage the multimodal facilities and mobility options- ferries (Transportation Maritime Authority), buses (Metropolitan Bus Authority), private transit providers (“porteadores/ transportistas”), share the road delimitation of the PR-165.

PREVIOUS WORK:

- Comprehensive Transportation Study of Cataño, 2009

METHODOLOGY/ SCOPE OF WORK:

- RFP development and procurement process for the acquisition of a transportation consulting professional services.
- Tasks will define the Cataño new vision, goals and objective of the transportation system
- Identify current and expected transportation needs for all types of population.
- Background Research: review of the data and recommendations of the existing regional and local transportation studies. Review for consistency with the 2040 Long Range Transportation Plan
- Evaluation of existing conditions: demographic and mobility and access conditions. Identify current and expected transportation needs for all types of population.
- Public involvement through all the planning process. Look for public- transit users, residents, special interested group- input for the identification of the transportation problems and necessities; involve the public in the development and evaluation of alternatives.
- Assess and coordinate with the different transportation providers, including state agencies and private transit providers
- Provide a transit asset inventory of the rolling stock, facilities, infrastructure, and equipment that the municipality has acquired with FTA funds
- New corridor analysis: identified list of corridors that travel demand has been demonstrated or perceived. Estimate transit ridership for each identified corridor: travel demand (low-income household travel demand), characteristics of the origin and destination ends of the corridor
- Data collection and field review- Analyzed the potential future transit problems of the proposed corridors: congestion, roads conditions, surrounding development, future development projects, congestions, road sections, topography, other physical issues as well as operational considerations.
- Alternative evaluation to improve, expand and provide efficient and viable transit service. Development and evaluation of the different transit s model service provision:
 - New private transit franchises? Incentivize (subsidy) private transit providers?
 - Municipalize the transit administration and operation?

- Traffic count, congestion management process analysis
- Park and Ride capacity analysis and recommendation

END PRODUCTS:

- Public outreach plan and material
- Corridor routes profiles and conceptual transit design
- Operating system plan
- Financial plan- expenses, sources, income
- Capital Improvements
- Preferred and feasible transit alternative implementation Plan
- Maps of Transit and paratransit routes –
- Analysis of the types of transit vehicles (size, passenger capacity, fuel efficiency, cost)
- Cyclist and pedestrian recommendations

WORK SCHEDULE:

- Start Date: November, 2018

ENTITY RESPONSIBLE FOR WORK ELEMENT:

- Municipality of Cataño, Iris Caldera, Director, Federal Program Office
- icaldera@catano.pr.gov

FUNDING:

Fiscal year	Description	FTA 5303	Local	Total
2018	Professional Services contract	\$40,000	-	\$40,000
2018	Other: publication of public notice	\$800	-	\$800
2019	-	-	-	-
2019	-	-	-	-
Total		\$40,800	-	\$40,800

➤ **San Juan Urbanized Area**

Petitioner: Municipality of Toa Alta	Task Number: 3-2
Title: Toa Alta's Transit Service Development Plan: System and Alternative Analysis Feasibility Study for the Implementation of the System	

PURPOSE:

- Develop a plan that will guide the implementation of the transit service expansion and improvements: determine transit demand and supportive areas, identify intra-municipal and regional transit corridors, present innovative mobility solutions and alternative funding sources.
- Determine which transit operational model best satisfy the mobility needs of the residents of Toa Alta, while being financial feasible to operate and maintain.
- Provide mobility alternatives to connects residents with the educational, employment, health and commercial centers in the metropolitan region.

PREVIOUS WORK:

- San Juan Metropolitan 2040 Long Range Transportation Plan
- Section 5310 vehicles

METHODOLOGY:

- RFP development, professional services proposal evaluation and contract award,
- Public participation plan for the development of this study. Community participation during the process as to: identify the different stakeholders and how are they going to be integrated in the evaluation of necessities, problems affecting transit service provision, development of alternatives and evaluation of the recommendations
- Definition of transportation vision, goals, objectives and the performance measures.
- Socioeconomic characteristics of Toa Alta population. (What does it reveals of the mobility necessities?)
 - Travel pattern
 - Identify underserved population
- Evaluation of the existing transit service, diagnosis and recommendations
- New transit corridors identification and analysis and ADA Complementary Paratransit routes
 - Data collection and field review- congestion, roads conditions, surrounding development, future development projects, congestions, road sections, topography, other physical issues as well as operational considerations.
 - Recommend pedestrian access to the proposed and existing transit corridors.
- Selection of the preferred alternative: new transit franchise, transit provided by the municipality, combination of first two. Explore, present and analyzed innovative mobility solutions that are efficient and financially feasible for the municipality of Toa Alta to operate, administrate and maintain.
- Design an implementation of the recommended alternative
 - Organizational plan and attended safety issues
 - Recommended schedule
 - Cost analysis
 - Operational plan

END PRODUCTS:

- Public outreach material
- Corridor routes profiles
- Capital Improvement recommendation
- Maps of Transit and paratransit routes –
- Operational and implementation program.

WORK SCHEDULE:

- RFP procurement June, 2019;

ENTITY RESPONSIBLE FOR WORK ELEMENT:

- Antonio Perez Vazquez and Luis Gonzalez Acosta planificaciontoaalta@yahoo.com,
tafpaperez@gmail.com

FUNDING:

Fiscal year	Description	FTA 5303	Local	Total
2018	-	-	-	-
2018	-	-	-	-
2019	Professional Services contract	\$42,240	-	\$42,240
2019	Other: publication of public notice	\$800	-	\$800
	Total	\$43,040	-	\$43,040

➤ **San Juan Urbanized Area**

Petitioner: Municipality of Canóvanas	Task Number: 3-3
Title: Evaluation of the current transit system around SITUR route in Canóvanas	

PURPOSE:

- ☐ This study will determine improvements and modifications to the actual mass transit system of the Municipality, included but not limited to, demand, and expansion of the system, community outreach, ADA and Non-ADA operational issues, implementation, and other needs.
- ☐ As well, this study will provide the necessary guidance, recommendations, and operational policies to create and unified flexible and updated system that ensure compliance with applicable regulation.

PREVIOUS WORK:

- 2009 Transportation Study of the Municipality of Canóvanas.
- ☐ Puerto Rico Land Use Plan
- ☐ Long Range Transportation Plan 2040

METHODOLOGY:

- ☐ Profile of the study area: The SITUR (Sistema Integrado de Transporte Urbano y Rural) began on November 2015. At 2017 a total of 79,842 passengers were served along its five different routes. The routes served the communities of Las 400, Campo Rico, Palma Sola, San Isidro, Pueblo, and La Central.
- Planning Context: The assessment will provide recommendations for mass transportation need and government planning, tendencies in the municipality’s urban growth and will study the need for improvement to the existing transportation system. The assessment will include a transit study at the Canóvanas downtown area, Palmer Street (PR-9959) and its both intersections with PR-3, the exit of PR-3 to PR-185, and the one between PR-9959 with PR-951. It will also, includes an evaluation of the conditions of main roads and in the downtown area.
- ☐ Data for Current Transit and Future Transit: The assessment will evaluate the tendencies in the municipality urban traffic growth, particularly the entrance and exit point. A diagnostic of road condition, sidewalks and signage will be considered, too.
- Interview Key Users: The identified key users will be interview from the following areas: commuter using SITUR, government officials, urban center businesses owners, “públicos” drivers, and tourist, others as necessary.
- ☐ Evaluation of Future conditions of SITUR: The assessment will evaluate the current and future operation transportation system around SITUR. Also, current vehicular traffic in the urban area, SITUR routes, public transportation and infrastructure. This evaluation will provide recommendation for present and future improvement.
- Analysis of Alternative for Paratransit for the Elderly and Handicapped around SITUR: The assessment will target persons with disabilities who are unable to access SITUR Fixed Route services, evaluation of area with handicap commuter where SITUR services doesn’t get there. It must also include the criteria that could be used to serve the mentioned population and provides recommendations on how to integrate the service to this population with the SITUR.
- ☐ Operational Cost The assessment will consider different source of funding. At the moment, the primary source will be FTA funding. It will also, considerate possible service fares. The mass transportation service is being provided at no cost for the passengers. It will also assess the route

efficiency, required vehicle per routes to maximize the efficiency of the system, maintenance expenses, financial impact of capital expenditures, etc.

- ☐ Recommendation: Those recommendations must include guidance to maximize the SITUR operations, new environmental technology to integrate in the system, integration of private services, and routes hours. Most of the recommendations should be implemented.

END PRODUCTS:

- ☐ Comprehensive plan with recommendation for expansion and improvement routes
- ☐ The necessary tools for new or improvement for the SITUR system
- ☐ Sources of funding
- ☐ Transit demand
- ☐ Existing transit performance
- ☐ Signage guidance
- ☐ Community outreach
- ☐ Analysis of potential services improvement
- ☐ Paratransit plan

WORK SCHEDULE:

- ☐ Start Date: RFQ on June 2018, Study Initiation: September 2018

ENTITY RESPONSIBLE FOR WORK ELEMENT:

- Municipality of Canóvanas, Francheska J. Rivera, P.E. Federal Office
- ☐ fjrl_eng@yahoo.com

FUNDING:

Fiscal year	Description	FTA 5303	Local	Total
2018	Professional Services contract & public notice cost	\$120,000	-	\$120,000
2019		-	-	-
	Total	\$120,000	-	\$120,000

➤ **San Juan Urbanized Area**

Petitioner: Municipality of Vega Baja	Task Number: 3-4
Title: Feasibility study for the implementation of complete streets policy in the Municipality of Vega Baja	

PURPOSE:

- Conduct a study to determine how to improve access to fix route service and facilitate the transition to “complete streets”. The study will determine the best way to transform the streets around the PR-686, PR-687, PR-692 and a part of the PR-2 into a bike and pedestrian restricted zone according to the “Complete Streets guidelines”. The streets mentioned cover the area of the Puerto Nuevo Beach to the Tortuguero recreational area.
- ☐ Improve access to municipal facilities and services to the senior and disabled individuals
- ☐ This study will also seek to significantly improve the safety of pedestrians and cyclist and combine complementary modes of transportation.

PREVIOUS WORK:

- ☐ Statewide Complete Streets Study
- ☐ Vega Baja Short Range Transportation Plan (in process)
- ☐ Land Use Plan Vega Baja 2016

METHODOLOGY:

Profile of the study area:

- Socioeconomic profile of the Municipality
- Economic activity within the PR-686, PR-687, PR-692 and PR-2
- Users of the Transportation system
- Ridership
- Necessities of the seniors and/or disabled population (ADA compliance)
- Actual transportation system status
- Evaluation of the conditions of the streets inside the PR-686, PR-687, PR-692 and PR-2
- Surveys to the users of the transportation system and residents about the system that is pretended to be implemented
- Identification of the communities adjacent to the PR-686, PR-687, PR-692 and PR-2

Planning Context:

- Plan de Ordenación Territorial de Vega Baja
- Long Range Plan 2040
- PUT de Puerto Rico

Methodology:

- Surveys
- Ocular visits
- Traffic Reading within the PR-686, PR-687, PR-692 and PR-2

Evaluation of the policies of Complete Streets in the context of the Municipality:

- What factors can be applied?
- Cost-effectiveness of the change

Findings of the study:

- Viability of the study

Operations and maintenance plan

END PRODUCTS:

- Analysis of space
- Design plans for the routes
- Viability study for the transition to complete streets

WORK SCHEDULE:

- ☐ Completion Date: June 2019

ENTITY RESPONSIBLE FOR WORK ELEMENT:

- ☐ Municipality of Vega Baja, Eng. Eduardo Hernandez, Citizens Mobility Office Coordinator
- ☐ ehproyectosvegabaja@gmail.com

FUNDING:

Fiscal year	Description	FTA 5303	Local	Total
2018	Professional Services contract & public notice cost	\$144,000	-	\$144,000
2019		-	-	-
	Total	\$144,000	-	\$144,000

➤ **Aguadilla Urbanized Area**

Petitioner: Municipality of Moca	Task Number: 3-5
Title: Moca Transit Feasibility Study Covering Rocha, Marías, Cerro Gordo, Aceitunas and Pueblo Wards	

PURPOSE:

- Conduct a transit feasibility report in its land jurisdiction of Aceitunas Ward, Rocha Ward, Marías Ward and Cerro Gordo Ward. Roads to be studied are PR444 and PR120 Rocha Ward; Road 495 and Road 420 Cerro Gordo Ward; PR110N Aceitunas Ward and PR 110S Marias Ward. Determine which transit operational model best satisfy the mobility needs of the residents of Moca, while being financial feasible to operate and maintain.
- Investigate the “potential” or current need of “públicos” routes from certain urban and rural areas in Moca. The study will be conducted to determine resident’s current patterns and purposes of traveling, their daily encountered difficulties, most desired destination and the identification of individuals with limited transportation options. Potential local residents need of “públicos” services should be configured through outreach activities, including the evaluation of the existing public cars accessible terminal services located in Moca’s City Urban Area.

PREVIOUS WORK:

- Aguadilla Metropolitan 2040 Long Range Transportation Plan
- A local transportation analysis dating March, 1982 was perform by the local government as part of Moca’s RPT 7914 funding application Rural Transportation Program, March-1982. The local analysis includes the number of routes in which were provided “públicos” services, maps depicting covered area and an estimate population served.No further study has been developed since 1982.

METHODOLOGY:

- The Municipal Administration of Moca will contract and eligible company to conduct the activity. Quotes will be required to three or more companies.
- Public participation plan for the development of this study. Community participation during the process as to: identify the different stakeholders and how are they going to be integrated in the evaluation of necessities, problems affecting transit service provision, development of alternatives and evaluation of the recommendations
- Gathering of extensive information including general or specific characteristics of the “needed” service, potential user, and “operators” (porteadores).
- Collected data should answer question such as if alignment in both directions in the new routes is required. How many routes deviation to arterial roads within residents’ housing areas should be considered? How many residents wish fast services, and how many want “stops” located in areas that will minimized their walking distances? How can the establishing of the “publico” routes be appealing to the residents and be viewed as cost effective resource? Will the establishing of “públicos” routes attract commuters away from private automobile travel encouraging the use of the transportation alternatives within the públicos terminal? How can the existing Moca’s public car terminal facilities enhance community connections if additional “públicos” routes need to be established? Will additional security offered to the “público” terminal area attract clientele?
- Evaluation of the existing transit service, diagnosis and recommendations
- New transit corridors identification and analysis and ADA Complementary Paratransit routes
- Due to the current island-wide low economy situation a comparable should be included within the study of “públicos’ fees and taken time to travel versus residents individual overdriving. Residents

data should indicate the type of trips that they would like to be provided of transportation dealing with the shopping necessities, medical trips, social visit, work, cultural or any other.

END PRODUCTS:

- Public outreach material: Community/Private and Business Sectors Involvement and Outreach and assessment of residents
- Corridor routes profiles
- Capital Improvement recommendation
- Maps of Transit and paratransit routes –
- Operational and implementation program. 1) Community Profile- The Study of Moca’s demographic aspects within Rocha, Marías, Cerro Gordo, Aceitunas and Pueblo Ward
- Study of existing transportation services in the communities.
- Overview Study of the areas transit including any existing “público” service option.
- “Potential Service Options” if identified the need
- Recommended Approaches
- System Funding (private, local, federal)

WORK SCHEDULE:

- RFP procurement June, 2019;

ENTITY RESPONSIBLE FOR WORK ELEMENT:

- María I. Avilés Cabán, Director, Federal Program Office maviles.federales@gmail.com

FUNDING:

Fiscal year	Description	FTA 5303	Local	Total
2018	-	-	-	-
2018	-	-	-	-
2019	Professional Services contract	\$47,200	-	\$47,200
2019	Other: publication of public notice	\$800	-	\$800
Total		\$48,000	-	\$48,000

➤ **Aguadilla Urbanized Area**

Petitioner: Municipality of San Sebastián	Task Number: 3-6
Title: Feasibility study for the rehabilitation or new construction of the públicos terminal in the Municipality of San Sebastián.	

PURPOSE:

- The purpose of this study will be to rehabilitate the públicos terminal in the Municipality of San Sebastián. The terminal has been closed for safety measures since 2015. The study will provide a feasibility analysis if rehabilitation or construction of a new terminal is the option.
- This terminal will be used for the collective transportation, and its final purpose will be to offer facilities to the públicos transporters, to mobilize all the vehicles purchased with FTA funds and to make the terminal the starting point of all the transportation services of the Municipality.

PREVIOUS WORK: N/A

METHODOLOGY:

- Perform a preliminary analysis and design of the rehabilitation of the San Sebastián públicos terminal, which has shown spalling and loss of structural integrity and compare it with the construction of a new building.
- ☐ To perform the design, a structural inspection will be conducted to prepare as-built drawings with the deficiencies, this information will be used to perform a structural analysis and provide recommendations and prepare construction plans, specifications and cost estimate for the rehabilitation of the parking structure.
- ☐ The terminal layout will be reviewed to comply with the ADA requirements and specifications about the size, number and location.
- ☐ Analysis and structural design: a tridimensional analysis of the structure will be performed using the information provided in the as-built plans and original plans using Finite Element analysis to model the slab, walls and foundations and beam column elements to model the columns and beams. The analysis will use the gravity load, vehicle loads and lateral loads due to wind and earthquake loads.

END PRODUCTS:

- Specifications and cost estimate for the rehabilitation of the terminal
- Recommendations for the rehabilitation or the new construction for the terminal.

WORK SCHEDULE:

- Start Date: August 2018

ENTITY RESPONSIBLE FOR WORK ELEMENT:

- Municipality of San Sebastian, Maritza Ruiz Esteves, Federal Program Office
- federalesmss@gmail.com

FUNDING:

Fiscal year	Description	FTA 5303	Local	Total
2018	Professional Services contract & public notice cost	\$21,200	-	\$21,200
2019	-	-	-	-
Total		\$21,200	-	\$21,200

➤ **Urbanized Areas Under 200,000**

Petitioner: Municipality of Juan Díaz	Task Number: 3-7
Title: Sustainable Transportation Plan for the Juana Díaz Municipal Transit Study	

PURPOSE:

- Manage transportation demand by promoting transit, commute sharing, bicycle and pedestrian friendly design, land use and transportation planning
- Expand existing transit routes and identify new inter-transit (regional) and intra-transit corridors
- Improve suburban, rural and urban connections to activity centers (employment, commercial, educational, recreational areas)
- Recommend projects and public policy base on the principles of smart growth, livable communities, complete streets and sustainability models.

PREVIOUS WORK:

- 2016, Juana Díaz Land Use Plan
- Comprehensive Transportation Plan, 2010

METHODOLOGY:

- Preparation of the procurement process: RFP development, public notice publication, award, contract for professional services.
- Review the Juana Díaz Land Use Plan, the Juan Díaz Comprehensive Transportation Plan and the 2040 Regional Transportation Plan
- Develop a public involvement plan to be use in this transportation planning process
- Definition of sustainable transportation, establishment of the principles and objectives that will guide the selection of the projects
- Demographic, economic, and land use correlation and the region characteristics
 - Travel pattern
- Characteristics of the existing transit service- challenges, opportunities, strengths and weakness
 - performance of the existing collective transport
 - current sponsorship infrastructural conditions (terminal, for example),
 - connectivity between modes,
 - safety issues: points higher road accidents and fatalities,
 - availability of specialized services (for elderly or impediment),
 - average travel time per mode
 - financial and organizational conditions that might affect the municipality offering service
- Coordination and alliance between surrounding municipalities
- New corridor travels demand analysis and improvement of the existing corridors
 - Identify the routes, transit stops, supportive transit areas, paratransit buffer zones
 - Transportation model alternatives: administrated and operated by the municipality? Administrated by the municipality but privately operated? Administrated and operated by a non-profit organization? Other cost feasible business arrangement or viable transit service model: including taxis and sharing ride program
 - Funding source analysis: suggested fare, fees, renting commercial or publicity space

- Analysis of new technologies to be incorporated into the transportation system (ITS, the use of applications for smart phones)
 - Alternatives of providing the additional corridors
 - Cost of the proposed alternatives
- Identify within the transit corridors pedestrian access to bus stops (signage or shelters) and cyclist connections
- Best practices, or studies case research, define lessons learned
- Public policy recommendations as to support sustainable transportation development: transit-oriented districts, complete street plan, e.g.

END PRODUCTS:

- Public outreach material
- Marketing needs and educational program
- Corridor routes profiles- schedules, type of vehicles,
- Performance Standards
- Capital Improvements
- Step by step implementation plan
- Paratransit Plan
- Financial Plan for operating and maintenance of the system:
- Maps of Transit and paratransit routes –
- Analysis of the types of transit vehicles (size, passenger capacity, fuel efficiency, cost)
- Regional coordination analysis and strategies.

WORK SCHEDULE:

- Start Date: RFP on October 2017, Study Initiation January, 2018

ENTITY RESPONSIBLE FOR WORK ELEMENT:

- Municipality of Juana Díaz , Domingo Torres García, Director, Federal Program Office
 - dtorres@pfj.gov.pr
- Moises Torres Méndez, PE. Planning Director

FUNDING:

Fiscal year	Description	FTA 5303	Local	Total
2018	Professional Services contract	\$63,200	-	\$63,200
2018	Other: publication of public notice	\$800	-	\$800
2019	-	-	-	-
Total		\$64,000	-	\$64,000

➤ **Non-Urbanized Areas under 50,000 population**

Petitioner: Municipality of Vieques	Task Number: 3-8
Title: Comprehensive transportation study for the Municipality of Vieques	

PURPOSE:

- ☐ Develop a document that will serve as a roadmap to guide in the implementation of an efficient comprehensive transit system that will improve the access to services to all citizens, including seniors, people with disabilities and low income.
- ☐ The Municipality of Vieques lacks a public transit system
- ☐ Still the municipality needs to identify the priorities and to create and implementation plan based on the referred transportation plan and the actual municipal needs

PREVIOUS WORK:

- ☐ Land Use Plan Vieques (2015)

METHODOLOGY:

Solicit input from relevant transportation entities, regional organizations, private transit operators and the public.

- ☐ Background research: review of the data and recommendations of the existing regional and local transportation studies.
- ☐ Socioeconomic analysis
- ☐ Current service analysis-develop performance standards evaluation criteria:
 - How many públicos carriers are? How many taxi drivers are? Which routes are covered by the públicos? Ridership? Peak hours and peak season? Current costs of fares?
- ☐ Development of the mission, goals, objectives and evaluation criteria. Review for consistency with the 2040 Long Range Transportation Plan.
- ☐ Overview of the issues, challenges and opportunities that the municipality faces. Profile of the current services and capital resources.
- ☐ New corridor analysis: identified list of corridors that travel demand has been demonstrated or perceived.
- ☐ Estimate transit ridership for each identified corridor: travel demand (low-income household travel demand), characteristics of the origin and destination ends of the corridor.
- ☐ Data collection and field review- analyzed the potential future transit problems of the proposed corridors: congestion, roads conditions, surrounding development, future development projects, road sections, topography, other physical issues as well as operational considerations.
- ☐ Alternative evaluation to improve, expand and provide efficient and viable transit service

END PRODUCTS:

- ☐ Cost analysis and reassess of the new corridors and improve the existing transit routes
- ☐ Recommendations
- ☐ Transit improvement list by priority. A year by year recommendation schedule.
- ☐ Paratransit route
- ☐ Maintenance and operations plan

WORK SCHEDULE:

☐ Start Date: September 2018 End Date: February 2019

ENTITY RESPONSIBLE FOR WORK ELEMENT:

☐ Municipality of Vieques, Ms. Marta Perez Guadalupe, Federal Programs Office

☐ mpguadalupe@gmail.com

FUNDING:

Fiscal year	Description	FTA 5303	Local	Total
2018	Professional Services contract & public notice cost	\$80,000	-	\$80,000
2019		-	-	-
	Total	\$80,000	-	\$80,000

➤ **Urbanized Areas Under 200,000 Population**

Petitioner: Municipality of Guánica	Task Number: 3-9
Title: Elaboration and implementation of a public transit system in the Municipality of Guánica.	

PURPOSE:

- The Municipality of Guánica pretends to work on a study of necessity for the creation and implementation of a public transit system in the Municipality, since it does not have a specific transportation program.
- With the elaboration of a study of necessity for the creation and implementation of a public transit system it will be the starting point to improving quality of life, because Guánica’s residents will be able to have better access to better jobs, opportunities, higher education and better health treatments.

PREVIOUS WORK:

- ☐ Transportation Study 2007
- Land Use Plan Guánica 2010

METHODOLOGY:

- First phase: polls done directly to the citizens of Guánica about their transportation necessity’s and obstacles found because of the lack of a transportation method.
- Second phase: work on transportation goals, objectives, and public systems established in another Municipality’s. The objective is to be able to have a better view on what is the best method of public transportation to be established in Guánica.
- Third Phase: do a direct study of alternative public transportation systems, alternative routes, location of a command center and buses. Verify the socioeconomic characteristics of Guánica such as: population, median household income, workforce, employment and unemployment.
- ☐ Fourth phase: direct observation of traffic behavior, commute time to work for the residents in the workforce. Identify, through direct observations and analysis the best routes that can be established, bus stops placement and the best vehicle or buses needed for routes establishments; depending on the results obtained in the second and third phase.
- ☐ Fifth phase: study of the viability of the implementation and culmination of the task work in five years.
- ☐ Sixth phase: conclusions and recommendations of the whole study, potential source of funding and maintenance and lubrication plan for the vehicles or buses to be established in the public transportation system.

END PRODUCTS:

- ☐ Feasibility transit system
- ☐ The routes and the frequency that should be established.

WORK SCHEDULE:

- ☐ Start Date: July 2018

ENTITY RESPONSIBLE FOR WORK ELEMENT:

- Municipality of Guánica, Deryn L. Núñez Campos, Federal Programs Office
- ☐ fondosfederalesguanica@gmail.com

FUNDING:

Fiscal year	Description	FTA 5303	Local	Total
2018	Professional Services contract & public notice cost	\$56,000	-	\$56,000
2019		-	-	-
	Total	\$56,000	-	\$56,000

➤ **Urbanized Areas Under 200,000**

Petitioner: Municipality of Villalba	Task Number: 3-10
Title: Comprehensive Transit Study for the Municipality of Villalba	

PURPOSE:

- ☐ Develop a comprehensive transit study for all the Municipality of Villalba that will improve the actual transit system and to expand all the services to other geographic areas to enhance the accessibility to the citizens, especially seniors, individuals with disabilities to the commercial areas, urban areas and government offices within the Municipality.

PREVIOUS WORK: N/A

METHODOLOGY:

- ☐ Solicit input from relevant transportation entities, regional organizations, private transit operators and the public
- ☐ Background research: review of the data and recommendations of existing transportation studies.
- ☐ Development of the mission, goals, objectives and evaluation criteria. Review for consistency with the 2040 long range transportation plan
- ☐ Overview of the issues, challenges and opportunities that the municipality faces. Profile of the current services and capital resources
- ☐ Improve the security of the transportation facilities
- ☐ Enhance the conditions of sidewalks and streets as to comply with ADA
- ☐ Incorporate the use of the ITS to the transit system.
- ☐ Current service analysis-develop performance standards evaluation criteria: on-time performance, ridership, financial factors to be considered
- ☐ New corridor analysis: identified list of corridors that travel demand has been demonstrated or perceived. Estimate transit ridership for each identified corridor: travel demand (low-income household travel demand), characteristics of the origin and destination ends of the corridor
- ☐ Data collection and field review: analyzed the potential future transit problems of the proposed corridors: congestion, roads conditions, surrounding development, future development projects, road sections, topography, other physical issues as well operational considerations.
- ☐ Alternative evaluation to improve, expand and provide efficient and viable transit service

END PRODUCTS:

- ☐ Cost analysis and reassess of the new corridors and improve the existing transit routes
- ☐ Recommendations
- ☐ Transit improvement list by priority. A year by year recommendation schedule.

WORK SCHEDULE:

- Start Date: September 2018, End Date: February 2019

ENTITY RESPONSIBLE FOR WORK ELEMENT:

- Municipality of Villalba, Sara A. Robles Figueroa, Federal Programs Office
- villalbamunicipality@hotmail.com

FUNDING:

Fiscal year	Description	FTA 5303	Local	Total
2018	Professional Services contract & public notice cost	\$80,000	-	\$80,000
2019		-	-	-
	Total	\$80,000	-	\$80,000

➤ **San Juan, Aguadilla and Urbanized Areas Under 200,000**

Petitioner: PRHTA	Task Number: 3-11
Title: Americans with Disabilities Act (ADA) Transition Plan	

PURPOSE:

- According to 49 CFR27.11 (c) and 28 CFR 35.150 (d), public entities with 50 or more employees are required to develop a transition plan when structural changes to existing facilities are necessary in order to make a program, service, or activity accessible to people with disabilities. For state agencies, the transition plan, according to Title II of the Americans with Disabilities Act (ADA), covers their buildings as well as pedestrian’s facilities in the right-of-way and any other type of transportation facility the agency owns, operates or maintain, including but not limited to PRHTA’s and DTPW buildings, Tren Urbano’s stations, PRHTA’s pedestrian’s bridges and AMA’s bus stations

PREVIOUS WORK: N/A

METHODOLOGY:

- Set forth steps necessary to complete modifications identified through self-evaluation (those areas not covered in a previously developed plan)
- Provide a schedule for completing modifications
- Identify physical obstacles
- Describe the methods to make facilities accessible
- Specify the schedule for achieving completion (if longer than 1 year, identify steps to be taken each year but as expeditiously as possible)
- Identify official responsible for implementation of plan
- Estimated Cost of each modification
- Status column to record completion date
- Prioritize modifications (using same criteria as self-evaluation)
- Coordinate/integrate schedule of modifications with planned alterations (paving, building, utility work)
- Inform/educate persons with authority over budget/prioritizing projects

END PRODUCTS:

- ☑ PRHTA ADA Transition Plan

WORK SCHEDULE:

- Start Date: RFP on October 2017, Study Initiation January, 2018

ENTITY RESPONSIBLE FOR WORK ELEMENT:

- PRHTA; Esq. Yomarie Pacheco Sánchez, Director, Civil Rights Office

FUNDING:

Description		Two Years Program		Total Estimated Cost
		2018	2019	Est. Cost
Americans with Disabilities Act (ADA) Transition Plan	F	1,000,000	-	1,000,000
	S	-	-	-
	T	1,000,000	-	1,000,000

➤ **San Juan, Aguadilla and Urbanized Areas Under 200,000**

Petitioner:	Task Number: 3-12
Title: Short Range Planning Activities: System Plans, Corridor Plans and Design, Multimodal Facilities	

PURPOSE:

- To support a regional transportation planning process, promoting collaboration between the different UZAs and TMAs, as to expand existing transit routes and identify new inter-transit (regional) and intra-transit corridors
- As part of the transportation planning process, identify transportation connectivity gaps in access to essential services. Essential services include housing, employment, health care, schools/education, and recreation.
- This task includes subtasks that may not be worked on continuously or that may not be completed in one or two years. This task includes of a variety of topics with individual or related objectives such as planning for one mode of transportation, special conditions, geographic locations, or other unique problems which demand special attention and are beyond the scope of the other regularly programmed activities and tasks.

PREVIOUS WORK:

- Comprehensive, Strategic, Alternative and Feasibility Transit Studies for different municipalities that are MPO members (see Appendix D)

METHODOLOGY:

- Regional public orientation meetings to inform the public of the transportation planning process
- Support coordination and alliance between surrounding municipalities
- Technical Committee meetings to discuss project recommendations
- Amend the UPWP and provide the period for public comment
- Prepare the Interagency Agreements
- Preparation of the procurement process: RFP development, public notice publication, award, contract for professional services.
- Development of the planning activity:
 - New corridor travels demand analysis and improvement of the existing corridors
 - Identify the routes, transit stops, supportive transit areas, paratransit buffer zones
 - Transportation model alternatives: administrated and operated by the municipality? Administrated by the municipality but privately operated? Administrated and operated by a non-profit organization. Other cost feasible business arrangement or viable transit service model: including taxis and sharing ride program
 - Funding source analysis: suggested fare, fees, renting commercial or publicity space
 - Analysis of new technologies to be incorporated into the transportation system (ITS, the use of applications for smart phones)
 - Alternatives of providing the additional corridors
 - Cost of the proposed alternatives
 - Identify within the transit corridors pedestrian access to bus stops (signage or shelters) and cyclist connections

- Best practices, or studies case research, define lessons learned
 - Public policy recommendations as to support sustainable transportation development: transit-oriented districts, complete street plan, e.g.
- Review the technical reports and final documents

END PRODUCTS: As requested, but in general:

- Public outreach material
- Marketing needs and educational program
- Corridor routes profiles- schedules, type of vehicles,
- Performance Standards
- Capital Improvements
- Step by step implementation plan
- Paratransit Plan
- Financial Plan for operating and maintenance of the system:
- Maps of Transit and paratransit routes –
- Analysis of the types of transit vehicles (size, passenger capacity, fuel efficiency, cost)
- Regional coordination analysis and strategies.

WORK SCHEDULE:

- Start Date: RFP on October 2017, Study Initiation January, 2018

ENTITY RESPONSIBLE FOR WORK ELEMENT:

- The entity or Transit Providers of the MPO that requests the planning activity

FUNDING:

Fiscal year	Description	FTA 5303	Local	Total
2018	Professional Services contract & public notice cost	\$487,407	-	\$487,407
2019	Professional Services contract & public notice cost	\$487,408	-	\$487,407
Total		\$974,814	-	\$974,814

➤ **San Juan, Aguadilla and Urbanized Areas Under 200,000**

Petitioner: PRHTA	Task Number: 3-13
Title: Transit Assets Management Plan (TAM)	

PURPOSE:

- Comply with the federal requirement that establishes that all recipients and subrecipients of Chapter 53 funds that owns, operate, or manage public transportation capital asset to develop and implement out Transit Asset Management Plans. The TAM final rule establishes that all the TAM plans must be completed by October 1, 2018.
- The TAMs must include: a development of asset inventory, condition assessment of assets, documentation of the use of a decision support tool, set asset perform measures, a prioritization of investment, TAM and state of good repair policy, implementation strategy, list of key annual activities, identification of resources, evaluation plan and report AIM data and targets to the NTD.
- Help achieve and maintain a state of good repair (SGR).
- The work plan will include Tier I and Tier II providers: Tren Urbano (as Tier I), Metropolitan Bus Authority (as Tier II) and PRHTA Group (as Tier II). A TAM plan must be developed for the different Tiers.
- As the designated recipient, the PRHTA will be the sponsor of a Group TAM for all subrecipients of Sections 5307, 5311 and 5310.
- Report any information relating to a transit asset inventory or condition assessment to the NTD. While the NTD now collects asset inventory information on revenue vehicles and summary counts for other assets, such as maintenance facilities and fixed guideway systems, this information collection requests the addition of all asset inventory data into the currently approved NTD information collection program.

PREVIOUS WORK: N/A

METHODOLOGY:

- Procurement process: develop an RFP to contract a Third Party for Professional Services to develop a TAM for the subrecipients that complies with the federal regulation. The TAM plan and system shall consider: (1) assessing the current condition of its capital assets; (2) determining what the condition and performance of its assets should be (if they are not already in a state of good repair); (3) identifying the unacceptable risks, including safety risks, in continuing to use an asset that is not in a state of good repair; and (4) deciding how to best balance and prioritize reasonably anticipated funds (revenues from all sources) towards improving asset condition and achieving a sufficient level of performance within those means.
- The agency and consultant must develop an asset inventory, condition assessments, a description of analytical processes or decision-support tools used to estimate and prioritize capital investment needs over time, and a project-based prioritization of investments. In general, an asset inventory must include all equipment, rolling stock, facilities and infrastructure. Asset inventory any equipment with an acquisition value of less than \$50,000 may be exclude from its, unless the asset is service vehicle equipment. The inventory also must include all rolling stock (revenue vehicles), passenger stations, administrative and exclusive use maintenance facilities, and guideway infrastructure owned by a third-party and used by the provider in the provision of public transportation.
- The consultants shall also assist the PRHTA with the integration of the TAM on the planning documents.

END PRODUCTS:

- TAM Plan for the different Tiers (Tren Urbano, ATM, MBA and PRHTA group plan) with the asset inventory, define performance measures by asset class and targets
- AIM data to the NTD Report that will include: (1) projected targets for the next fiscal year; (2) condition assessments and performance results; and (3) a narrative report on changes in transit system conditions and the

WORK SCHEDULE:

- Start Date: RFP on June 2018, Study Initiation September 2018

ENTITY RESPONSIBLE FOR WORK ELEMENT:

- Federal Coordination Office

FUNDING:

Fiscal year	Description	FTA 5303/5304	Local	Total
2018	Professional Services contract	\$1,500,000	-	\$1,500,000
2019	-	-	-	-
2019	-	-	-	-
Total		\$1,500,000		\$1,500,000

Work element 4: Data Collection

Petitioner: PRHTA	Task Number: 24-02
Title: NTD “Públicos” Data Collection for San Juan, Aguadilla and all of Puerto Rico Urbanized Areas	

PURPOSE:

- Gather, analyze and summarize data on “público” service in Puerto Rico’s TMAs, small UZAs and Non- UZAs. The data is used to estimate performance statistics which will be submitted to the NTD Reporting System.
- To calculate/estimate “público” service performance statistics for all Puerto Rico’s UZA’s. These statistics are related to the NTD Reporting System.
- To assist the DTPW/HTA in the preparation of the annual report of the “público” service for the NTD.
- To use a statistically valid sampling method –in compliance with FTA C2710.1A– in the gathering and estimation of passenger activities in the “público” system for all TMAs, UZAs and Non-UZAs.
- To coordinate with the DTPW/PRHTA staff and municipal officers from all municipalities of Puerto Rico to facilitate the collection of data and information related to the project.

PREVIOUS WORK: NTD annual reports, June 2015- July2016

METHODOLOGY/ SCOPE OF WORK:

- Initial Project Coordination
- Review and Implementation of Methodology
- Preparation to Conduct Field Surveys
- The training program administered to the field supervisors and field surveyors
- Design of Screenline Survey
- Design of Checkride Survey
- Execution of Screenline Survey and Checkride Survey
- Calculation of Público Service Statistics
- Calculation of NTD Público Service Statistics
- Collecting and Analyzing Data on Público Terminals
- Calculation of Deadhead, Layover and Loading Factors
- Meetings, Reports and Data Delivery

END PRODUCTS:

- Progress Reports
- Monthly Reports
- Final Report

WORK SCHEDULE:

This is a recurring activity.

COORDINATED BY:

- PRHTA: Federal Coordination Office and Strategic Planning Office

FUNDING:

Description		Two Years Program		Total Estimated Cost
		2018	2019	Est. Cost
NTD “Públicos” Islandwide Data Collection	F	450,000	454,500	904,500
	S	-	-	-
	T	450,000	454,500	904,500

Petitioner: PRHTA	Task Number: 24-02 (a)
Title: NTD Safety and Security Data Collection for San Juan, Aguadilla and all of Puerto Rico Urbanized Areas	

PURPOSE:

- To obtain a monthly report of accidents and incidents in the “público” transportation system as for San Juan Metropolitan Area, Aguadilla Urbanized Area, all Puerto Rico’s small urbanized areas and six (6) rural municipalities required by FTA’s current regulations. This is a project managed by the PRHTA, but the Authority contracted a firm to collect the required data. The consultant firm will follow FTA requirements and all applicable Federal rules and regulations and will establish coordination with any third parties that gather, manage and/or control input data needed for FTA reporting purposes. Database system on Accidents and Incidents will be also web-enabled for remote read only access by DTPW/PRHTA officials for which technical coordination will be conducted with DTPW/PRHTA’s staff. Additionally, to assist the DTPW/PRHTA to develop and submit on time the Safety and Security Reports.

PREVIOUS WORK:

Annual NTD Report 2015-2016

METHODOLOGY/ SCOPE OF WORK:

- Initial Project Coordination
- Assessment of Project Requirements
- Methodology for Data Collection
- Development/Enhancement of Database Reporting System
- Data Collection: for major and non-major incidents on públicos in all designated areas.
- Delivery Reports

END PRODUCTS:

- Progress Report
- Monthly Reports
- Final Report
- A summary of all incidents will be presented according to the Safety Monthly Summary Incident Reporting form used by the NTD. The S&S-50 form, S&S-40 form and required information will be utilized as guideline.
- The Safety Monthly Summary Report form will capture monthly summary information on fires and other less severe safety incidents that are not reported on the Major Incident Report. For each mode and type of service operated, one report will be completed every month. The report will be submitted in printed and digital format (PDF).

WORK SCHEDULE:

This is a continuing task.

COORDINATED BY:

PRHTA: Federal Coordination & Office and Strategic Planning Office

FUNDING:

Description		Two Years Program		Total Estimated Cost
		2018	2019	Est. Cost
NTD “Públicos” Safety & Security Data Collection*	F	70,000	70,700	140,700
	S	-	-	-
	T	70,000	70,700	175,875

APPENDICES

Appendix A

BALANCE SUMMARY BY WORK ELEMENTS AND TASKS UNDER SECTIONS 5303 AND 5304 GRANTS

Work element	Project	Year of Assignment	ALI	Balance
				March 2016
Administrative 2000	PR-80-0005	2011	44.21.00	\$258,787
	PR-80-0006-01	2012 & 2013		\$1,287,076
	PR-80-0007	2014		\$261,065
	PR-2016-004	2015		\$555,776
Total				\$2,362,704

Work element	Project	Year of Assignment	ALI	Balance
				March 2016
NTD "Públicos" User Data Collection/Safety & Security 24-02	PR-80-0005	2011	44.22.00	\$12,861
	PR-80-0006-01	2012-13	44.27.00	\$1,635,603
	PR-80-0007	2014	44.27.00	\$293,739
	PR-2016-004	2015	44.27.00	\$755,409
Total				\$2,697,612

Work element	Project	Year of Assignment	Total amount	Balance
			80% (5303/5304)	March 2016
Long Range Transportation Planning 28-06	PR-80-0005	2011		
	PR-80-0006-01	2012-13		
	PR-80-0007	2014	44.23.01	\$105,562
	PR-2016-004	2015	44.23.01	\$1,000,000
Total				\$1,105,562

Work element	Project	Year of Assignment	ALI	Balance
				March 2016
Special Project Planning/System planning	PR-80-0005	2011	44.22.00	\$9,392
	PR-80-0006-01	2012-13	44.22.00	\$357,532
	PR-80-0007	2014	44.26.15, 44.24.00	\$1,049,710
	PR-2016-004	2015	44.26.15, 44.22.00,44.27.00	\$1,486,400
Total				\$2,903,034

Appendix B

LIST OF RECENTLY COMPLETED TASKS FINANCED WITH FEDERAL PLANNING ASSISTANCE AWARDED IN PREVIOUS YEARS

Recipient	Task	Project	Description	Amount FTA (80%)	Status
Aguadilla	12-03	PR-80-0006-01	Comprehensive Transportation Study for the Municipality of Aguadilla	\$100,000	Completed in 2016. Final reimbursement in process
Naranjito	13-12	PR-80-0007	Comprehensive Transportation Study for the Municipality of Naranjito	\$48,000	Completed in 2016

Appendix C

DESCRIPTION OF THE FEDERAL REQUIRED PLANNING DOCUMENTS

Document	Who Develops	Who Approves	Time Horizon	Content	Update Requirements
UPWP	MPO- (HTA)	MPO & FTA	1-2 years	Planning Studies and Tasks	Annually- every federal fiscal year
Metropolitan Long Range State Transportation Plan	MPO- (HTA)	MPO	20 years	Future goals, strategies , and transportation projects at the metropolitan and regional level	Every 4- years
TIP	MPO- (HTA)	MPO/ Governor	4 years	Transportation Improvement Program	Every 4 years but can be more frequent
Statewide Long Range State Transportation Plan	State DOT – (HTA)	State DOT	20 years	Future goals, strategies , and transportation projects at the state/ Islandwide level	Not specified
STIP	State DOT- (HTA)	State DOT	4 years	Statewide Transportation Improvement Program	Every 4 years but can be more frequent

Appendix D

ONGOING PLANNING ACTIVITIES:

Activities financed with Federal planning assistance awarded in previous fiscal years as carryover

ONGOING PLANNING ACTIVITIES									
Petitioner	Total	80%	20%	MPO	Planning Activity	Grant	Task	UPWP	Status (June 2017)
Cayey	\$ 100,000	\$ 80,000	\$ 20,000	SJUZA	Study of the Public Transportation Network and Viability of an Exclusive Route for the Public Transit System in the Urban Area of Cayey	PR-80-0006- 01	11-01	2012-13	Closed. Funds will be reprogrammed
Guánica	\$ 54,000	\$ 43,200	\$ 10,800	UZA	Alternative and Viability Analysis of Transit Service for the Municipality of Guánica	PR-80-0006- 01	12-05	2013-14	The Interagency Agreement expired for the second time. The Municipality is requesting a reconsideration
Ponce	\$ 133,550	\$ 106,840	\$ 26,710	UZA	Completion of the Feasibility Study, NEPA compliance and the Preliminary Design for the SITRAS Maintenance Facility and Yard, for the Municipality of Ponce	PR-80-0006- 01	12-06	2013-14	Submitted two technical reports

ONGOING PLANNING ACTIVITIES

Petitioner	Total	80%	20%	MPO	Planning Activity	Grant	Task	UPWP	Status (June 2017)
Arroyo	\$ 52,000	\$ 41,600	\$ 10,400	UZA	Strategic Transit Plan	PR-80-0007	13-01	2014-2015	Interagency Agreement underway
Carolina	\$80,000	\$64,000	\$16,000	SJUZA	Study for Establishing a Transit Corridor Between Isla Verde, the International Airport, and the Carolina's Traditional Downtown	PR-80-0007	13-02	2013-14	RFP-procurement
Cidra	\$ 48,000	\$ 38,400	\$ 9,600	SJUZA	Implementation of the Transit System Plan	PR-80-0007	13-03	2013-14	obligated
Coamo	\$ 60,000	\$ 48,000	\$ 12,000	SJUZA	Short Range Transit Plan for the Municipality of Coamo	PR-80-0007	13-04	2013-14	Final document under revision
Fajardo	\$ 50,000	\$ 40,000	\$ 10,000	UZA	Fixed Route Bus Service Expansion for the Municipality of Fajardo	PR-80-0007	13-05	2013-14	Closed funds will be reprogrammed

ONGOING PLANNING ACTIVITIES

Petitioner	Total	80%	20%	MPO	Planning Activity	Grant	Task	UPWP	Status (June 2017)
Florida	\$45,000	\$ 36,000	\$ 9,000	UZA	Short Range Transit Plan for the Municipality of Florida	PR-80-0007	13-06	2013-14	Procurement contract award
Guayama	\$58,000	\$ 46,400	\$ 11,600	UZA	Short Range Transit Plan for the Municipality of Guayama	PR-80-0007	13-07	2013-14	obligated
Guayanilla	\$60,000	\$ 48,000	\$ 12,000	UZA	Short Range Transit Plan for the Municipality of Guayanilla	PR-80-0007	13-08	2013-14	Closed- funds will be reprogram
Lajas	\$ 60,000	\$ 48,000	\$ 12,000	UZA	Strategic Transit Plan for the Municipality of Lajas	PR-80-0007	13-09	2013-14	Draft under revision
Luquillo	\$ 57,000	\$ 45,600	\$ 11,400	UZA	Strategic Transit Plan for the Municipality of Luquillo	PR-80-0007	13-10	2013-14	RFP Proces

ONGOING PLANNING ACTIVITIES									
Petitioner	Total	80%	20%	MPO	Planning Activity	Grant	Task	UPWP	Status (June 2017)
Patillas	\$55,000	\$ 44,000	\$ 11,000	UZA	Short Range Transit Plan for the Municipality of Patillas	PR-80-0007	13-13	2013-14	Closed- funds will be reprogram
Rincon	\$62,000	\$ 49,600	\$ 12,400	AUZA	Strategic Transportation Plan	PR-80-0007	13-14	2013-14	Obligated
Rio Grande	\$60,000	\$ 48,000	\$ 12,000	UZA	Multimodal Transportation Plan	PR-80-0007	13-15	2013-14	Obligated
Salinas	\$ 60,000	\$ 48,000	\$ 12,000	UZA	Strategic Transit Plan for the Municipality of Salinas	PR-80-0007	13-16	2013-14	RFP process
Vega Baja	\$ 60,000	\$ 48,000	\$ 12,000	SJUZA	Strategic Transit Plan	PR-80-0007	13-18	2013-14	RFP develop-ment

ONGOING PLANNING ACTIVITIES

Petitioner	Total	80%	20%	MPO	Planning Activity	Grant	Task	UPWP	Status (June 2017)
Yabucoa	\$ 48,000	\$ 38,400	\$ 9,600	SJUZA	Implementation of the Transit System Plan	PR-80-0007	13-19	2013-14	Task closed. Funds will be reprogram revision
PRHTA	\$ 250,000	\$ 200,000	\$ 50,000	SJUZA	Research Study for the Bus Networking Planning, Strategic Bus Network and Route Study	PR-80-0007	13-20	2013-14	Task closed. Funds will be reprogram
Santa Isabel	\$ 50,000	\$ 40,000	\$ 10,000	Rural	Short Range Transit Plan for Santa Isabel	PR-80-0007	13-17	2013-14	Task closed- funds will be reprogrammed
Naguabo	\$ 48,000	\$ 38,400	\$ 9,600	SJUZA	Implementation of the Transit System Plan for the Municipality of Naguabo	PR-80-0007	13-11	2013-14	RFP developed
Mayagüez	\$ 2,500,000	\$ 2,000,000	\$ 500,000	UZA	Alternative Analysis Study for two Corridors in the Municipality of Mayaüez	PR-90-X285		2010 FY	Draft under revision

ONGOING PLANNING ACTIVITIES									
Petitioner	Total	80%	20%	MPO	Planning Activity	Grant	Task	UPWP	Status (June 2017)
San Juan	\$ 2,000,000	\$ 1,600,000	\$ 400,000	SJUZA	Strategic Plan for a Multimodal Transportation system	Section 5307			Study almost completed
Barceloneta	\$ 2,500,000	\$ 2,000,000	\$ 500,000	UZA	Feasibility Study for a Mass Transportation System Between Arecibo and Bayamón				Under FTA consideration
Barceloneta	\$60,000	\$48,000	\$12,000		Comprehensive & Feasibility Study	5303	15-01		Interagency Agreement signed
Bayamón	\$225,000	\$180,000	\$45,000	SJUZA	Strategic Multimodal Transportation Plan	5303	15-02	2015	Waiting for interagency agreement signage
Caguas	\$375,000	\$300,000	\$75,000	SJUZA	Planning and Design of Two Bikes Routes	5303	15-03	2015	Waiting for interagency agreement signage

ONGOING PLANNING ACTIVITIES									
Petitioner	Total	80%	20%	MPO	Planning Activity	Grant	Task	UPWP	Status (June 2017)
Corozal	\$50,000	\$40,000	\$10,000	SJUZA	Transportation Improvement Plan	5303	15-04	2015	Interagency Agreement signed
Vega Alta	\$48,000	\$38,400	\$9,600	SJUZA	Strategic Plan for Future Transit Services	5303	15-05	2015	Waiting for interagency agreement signage
Aibonito	\$380,000	\$95,000	\$475,000	SJUZA	Feasibility Study for a Regional Transit Service Program for the Central Mountain Region	5303 & Toll Credits	15-07	2015	Waiting for interagency agreement signage
PRITA	\$500,000	\$125,000	\$625,000	SJUZA	Regional Transit Plan		15-06	2015	

Appendix E
State Planning and Research (SPR) Program

**DEPARTMENT OF TRANSPORTATION AND PUBLIC
WORKS AND
PUERTO RICO HIGHWAY AND TRANSPORTATION AUTHORITY**

**PUERTO RICO PROJECT SPR-PR-PL-1(54)
STATE PLANNING AND RESEARCH PROGRAM
FOR THE PERIOD
OCTOBER 1, 2016 TO SEPTEMBER 30, 2017
FISCAL YEAR 2017**

To be conducted in cooperation
With the
U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION
Proposed by the Programming Office
Programming and Special Studies Area



7. URBAN TRANSPORTATION PLANNING

a. SAN JUAN TRANSPORTATION MANAGEMENT AREAS (SJ-TMA) Task 614

RESPONSIBLE OFFICES: PROGRAMMING AND SPECIAL STUDIES AREA
STRATEGIC PLANNING OFFICE

CONTACT: Plan. Lynnette Vázquez (787) 723-3760

BACKGROUND:

The Strategic Planning Office is under the Programming and Special Studies Area, as part of the infrastructure directorate. The **Strategic Planning Office (SPO)** conducts studies and generates multimodal transportation planning activities and products, with the support of other Offices, as discussed in the following sections.

In order to maintain transportation planning as a continuous, cooperative, and comprehensive valid and relevant process in the Metropolitan Areas of Puerto Rico, the Strategic Planning Office manages, coordinates and elaborates required or special transportation studies for urbanized areas, develops multimodal regional, statewide and special plans; and conducts several transportation related technical and citizen's participation activities. In addition, it evaluates public and private projects and plans and, through the site-permitting process, helps protect installed capacity and ROW needed for planned improvements. The SPO also advises the Secretary, the PRHTA Executive Director and other officials on diverse policy and planning issues, and generates and distributes planning information.

Following applicable public policies and federal and state regulations, all of these transportation planning activities emphasize on early consideration of environmental issues, stakeholders' involvement, public participation according to the Fixing America's Surface Transportation Act (FAST-Act) of December, 2015 and most recent approved regulation (23 CFR Parts 450 and 771, and 49 CFR Part 613 of May, 2016).

There are eleven (11) Urbanized Areas for Puerto Rico, according to 2010 Census. The configuration of the San Juan and Aguadilla UZAs prevail as over 200,000 inhabitants' category, and are therefore considered —Transportation Management Areas or **TMA**s until further noticed by federal regulations. Puerto Rico does not foresee significant changes in this regard.

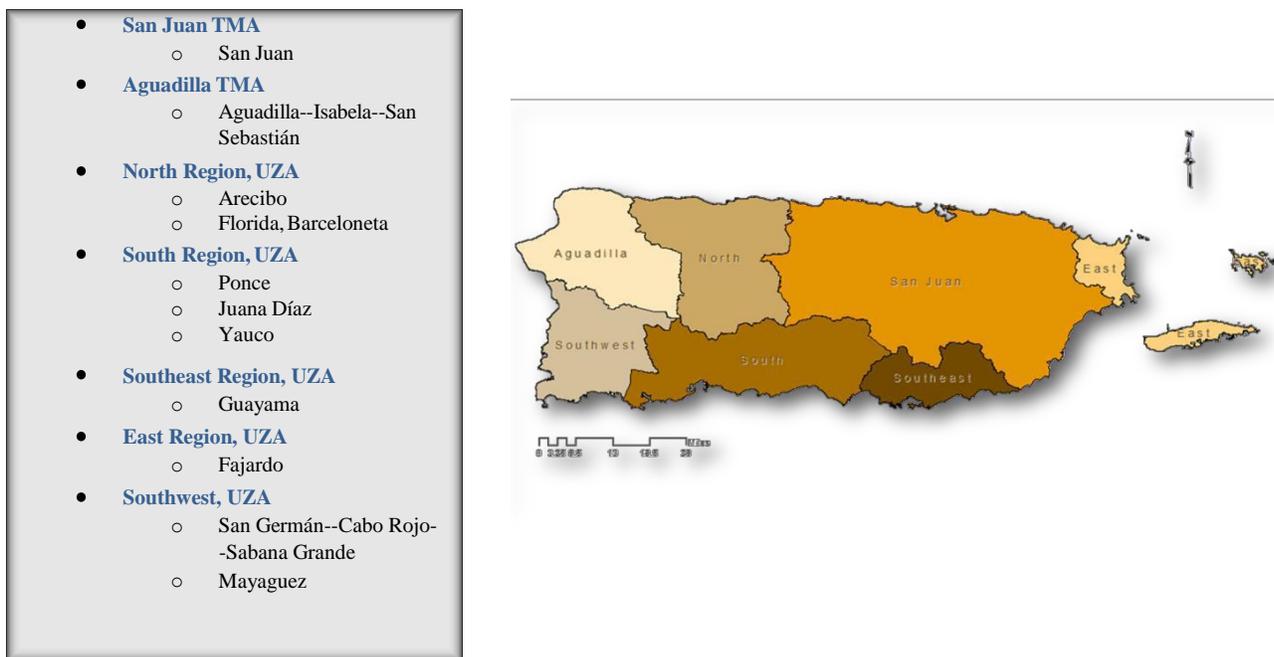
Figure 1 shows the Transportation Planning Regions (TPRs) comprised by San Juan and Aguadilla TMA's, and remaining UZA regions. These TPRs in most cases define geographical areas that may include more

Puerto Rico Highway and Transportation Authority

than one urbanized areas as per Census definition, including non-urbanized municipalities, so that they conform to more logical planning units as established in 23CFR Part 450.

This Strategic Planning Research Program consolidated tasks 616, 617, 618, 619, and 634 into task 622 as Urbanized Areas (less than 200,000 inhabitants) or UZAs. Task 614 continues as San Juan Transportation Management Area, and Task 615 as Aguadilla Transportation Management Area. Moreover, it adds a new project as Puerto Rico Freight Strategic Plan.

Figure1. Transportation Planning Regions (TPRs)



OBJECTIVE

The main objective is to strengthen the capacities of the SPO, the Agency, and the MPO developing studies addressed to update transportation plans, and which can also enhance the operation of the facilities in the transportation system, both roads as public transport and non-motorized modes that pursue a context of livable and sustainable cities and places to ensure and improve mobility and access to the population through participatory processes.

In general, this Task aims toward ensuring that: (1) transportation plans remain responsive to land use plans, policies and strategies, and the protection of the natural environment and historic heritage; (2) the transportation plan remains continuously consistent with current socio-economic growth and traveling

patterns, and changes occurring in the study area; (3) priority allocation of existing and future funds remains consistent with socio-economic needs and development policies; (4) traffic trends information is available for further studies and design purposes; (5) the adopted Plan will contribute to the quality life improvement, and finally; (6) provisions are taken for the recommended implementation of a Congestion Management Process (CMP), as well as measures pertaining to Transportation System Management (TSM), Incident Management (IM) and Demand Management Measures (DMM). All of this is to be advanced while ensuring consistency with the transportation plans of adjacent metropolitan areas, and provisions of the Islandwide Plan.

The following are specific objectives addressing these issues for this fiscal year 2016-17:

- ◆ Update metropolitan transportation plans (San Juan and Aguadilla) in the long term as provided in federal regulation (23 CFR Part 450, and 49 CFR part 613 of May, 2016).
- ◆ Establish an effective citizen participation process for the development of the 2045 LRTP.
- ◆ To establish a database management system for congestion management reporting and transportation plans update process.
- ◆ Improve in-house research capacity through Cube transportation model software by attending software training and developing research agenda according to LRTP goals and objectives.
- ◆ Establish partnerships with universities and research centers on issues related to transportation planning and operation.

ACCOMPLISHMENTS DURING 2015-2016

A traffic count and classified data program is in progress with Data Collection Office and Traffic Engineering (ITS program) defining the methodology to collect the data necessary to monitor and report performance measures regarding delay and reliability (among others) for the defined network according to the Congestion Management process for San Juan TMA. SPO registered in the National Performance Management Research Data Set (NPMRDS) as another data source for analysis.

In terms of Safety goals under Congestion Management, personnel were trained on the safety database tool known as Critical Analysis Reporting Environment (CARE). This tool was developed by the —Center for Advanced Public Safetyll from the University of Alabama and is an open source available at <https://pr.caps.ua.edu/> under the Puerto Rico Traffic Safety Commission. This tool allows having safety data by region, type of vehicle and corridor, among others. Furthermore, personnel from the SPO attended to the Safety Analysis in Project Development Peer Exchange carried out in Virginia in June 20-23, 2016, and is participating in the emphasis area studies of the Strategic Highway Safety Plan through the Intersection committee.

The SPO completed the document for the Request for Proposal to initiate the process of elaborating the update of the 2045 Long Range Transportation Plan for San Juan TMA, Aguadilla TMA, Statewide, and UZAs' Plan.

SPO had attended to webinars addressed to strengthen skills and knowledge related to new regulations and performance-based emphasis.

The SJTMA planning staff participated in several interagency planning efforts, particularly with the Puerto Rico Planning Board in regards to the ongoing effort to develop a Master Land Use Plan for the whole Commonwealth.

Scores of private and public land use permit requests were evaluated, in order to preserve the necessary ROW for planned improvements to the transportation system, reduce impacts on the LOS of facilities, and to advise the PRHTA and the Planning Board on situations where land use or environmental policies were not being followed.

Advice was provided to private developers and municipal planning offices on how best to apply transit-oriented development principles in dozens of projects proposed for the immediate vicinity of San Juan's —Tren Urbano.

Several Municipal Land Use Plans were evaluated by the SJTMA planning staff, and recommendations were submitted on how better to address the municipalities' transportation, land use and environmental problems.

PROPOSED WORK FOR 2016-2017

SPO will conduct the Request for Proposal for the 2045 Long Range Transportation Plan. It is expected to have a contract agreement by second trimester of fiscal year 2016-2017 (considering elections and transition's period). This means the proposals will be received and evaluated by the end of fiscal year 2015-2016 and first trimester of upcoming 2016-17.

SPO is emphasizing in performance-based system defining a congestion management monitoring and reporting and the performance-based framework. The congestion management process, regarding highway performance, will report according to goals and performance measures established, and expanding its scope to incorporate reliability integrating methodological procedures published by the Strategic Highway Research Program (SHRP2). During this fiscal year will be structuring and defining this emphasis. The objective is to produce reports for June and December.

Key Activities	Key Milestones	End Product	Estimated Completion Date
2045 Long Range Metropolitan Plan	RFP Publication	Request for Proposal	July 1, 2016
	Proposals' Submission dead line	Proposals	August 1, 2016
	Evaluating Committee Recommendations	Evaluating Committee Report	October, 2016
	Kick-off Meeting with selected company		November, 2016
	Contract agreement approved and signed		March, 2017
Congestion Management	Data collection	Database for Congestion Management	February and March, September and October
	Data Analysis	Report	June and December
Compile and submit Quarterly Progress Report	Quarterly Report	Quarterly Report	January 2017 April 2017 July 2017 October 2017

Expended Amount as of July 2016	\$ 51,149
Estimated Cost for 2016-2017	\$ 120,000
Carry Forward SPR-53	\$ 261,300
Task 614 Total for 2016-2017	\$ 381,300

b. AGUADILLA TRANSPORTATION MANAGEMENT AREA (A-TMA) - Task 615

RESPONSIBLE OFFICES: PROGRAMMING AND SPECIAL STUDIES AREA
STRATEGIC PLANNING OFFICE

CONTACT: Plan. Lynnette Vázquez (787) 723-3760

BACKGROUND

The Strategic Planning Office is under the Programming and Special Studies Area, as part of the infrastructure directorate. The *Strategic Planning Office (SPO)* conducts studies and generates multimodal transportation planning activities and products, with the support of other Offices, as discussed in the following sections.

In order to maintain transportation planning as a continuous, cooperative, and comprehensive valid and relevant process in the Metropolitan Areas of Puerto Rico, the Strategic Planning Office manages, coordinates and elaborates required or special transportation studies for urbanized areas, develops multimodal regional, statewide and special plans; and conducts several transportation related technical and citizen's participation activities. In addition, it evaluates public and private projects and plans and, through the site-permitting process, helps protect installed capacity and ROW needed for planned improvements. The SPO also advises the Secretary, the PRHTA Executive Director and other officials on diverse policy and planning issues, and generates and distributes planning information.

Following applicable public policies and federal and state regulations, all of these transportation planning activities emphasize on early consideration of environmental issues, stakeholders' involvement, public participation according to the Fixing America's Surface Transportation Act (FAST-Act) of December, 2015 and most recent approved regulation (23 CFR Parts 450 and 771, and 49 CFR Part 613 of May, 2016).

There are eleven (11) Urbanized Areas for Puerto Rico, according to 2010 Census. The configuration of the San Juan and Aguadilla UZAs prevail as over 200,000 inhabitants' category, and are therefore considered —Transportation Management Areas or **TMA**s until further noticed by federal regulations. Puerto Rico does not foresee significant changes in this regard.

Figure 1 shows the Transportation Planning Regions (TPRs) comprised by San Juan and Aguadilla TMA's, and remaining UZA regions. These TPRs in most cases define geographical areas that may include more than one urbanized areas as per Census definition, including non-urbanized municipalities, so that they conform to more logical planning units as established in 23CFR Part 450.

This Strategic Planning Research Program consolidated tasks 616, 617, 618, 619, and 634 into task 622 as Urbanized Areas (less than 200,000 inhabitants) or UZAs. Task 614 continues as San Juan Transportation Management Area, and Task 615 as Aguadilla Transportation Management Area. Moreover, it adds a new project as Puerto Rico Freight Strategic Plan.

Figure1. Transportation Planning Regions (TPRs)

- **San Juan TMA**
 - San Juan
- **Aguadilla TMA**
 - Aguadilla--Isabela--San Sebastián
- **North Region, UZA**
 - Arecibo
 - Florida, Barceloneta
- **South Region, UZA**
 - Ponce
 - Juana Díaz
 - Yauco
- **Southeast Region, UZA**
 - Guayama
- **East Region, UZA**
 - Fajardo
- **Southwest, UZA**
 - San Germán--Cabo Rojo--Sabana Grande
 - Mayaguez



OBJECTIVE

The main objective is to strengthen the capacities of the SPO, the Agency, and the MPO developing studies addressed to update transportation plans, and which can also enhance the operation of the facilities in the transportation system, both roads as public transport and non-motorized modes that pursue a context of livable and sustainable cities and places to ensure and improve mobility and access to the population through participatory processes.

In general, this Task aims toward ensuring that: (1) transportation plans remain responsive to land use plans, policies and strategies, and the protection of the natural environment and historic heritage; (2) the transportation plan remains continuously consistent with current socio-economic growth and traveling

patterns, and changes occurring in the study area; (3) priority allocation of existing and future funds remains consistent with socio-economic needs and development policies; (4) traffic trends information is available for further studies and design purposes; (5) the adopted Plan will contribute to the quality life improvement, and finally; (6) provisions are taken for the recommended implementation of a Congestion Management Process (CMP), as well as measures pertaining to Transportation System Management (TSM), Incident Management (IM) and Demand Management Measures (DMM). All of this is to be advanced while ensuring consistency with the transportation plans of adjacent metropolitan areas, and provisions of the Islandwide Plan.

The following are specific objectives addressing these issues for this fiscal year 2016-17:

- ◆ Update metropolitan transportation plans (San Juan and Aguadilla) in the long term as provided in federal regulation (23 CFR Part 450, and 49 CFR part 613 of May, 2016).
- ◆ Establish an effective citizen participation process for the development of the 2045 LRTP.
- ◆ To establish a database management system for congestion management reporting and transportation plans update process.
- ◆ Improve in-house research capacity through Cube transportation model software by attending software training and developing research agenda according to LRTP goals and objectives.
- ◆ Establish partnerships with universities and research centers on issues related to transportation planning and operation.

ACCOMPLISHMENTS DURING 2015-2016

A traffic count and classified data program is in progress with Data Collection Office and Traffic Engineering (ITS program) defining the methodology to collect the data necessary to monitor and report performance measures regarding delay and reliability (among others) for the defined network according to the Congestion Management process for Aguadilla TMA. SPO registered in the National Performance Management Research Data Set (NPMRDS) as another data source for analysis.

In terms of Safety goals under Congestion Management, personnel were trained on the safety database tool known as Critical Analysis Reporting Environment (CARE). This tool was developed by the —Center for Advanced Public Safetyll from the University of Alabama and is an open source available at <https://pr.caps.ua.edu/> under the Puerto Rico Traffic Safety Commission. This tool allows having safety data by region, type of vehicle and corridor, among others. Furthermore, personnel from the SPO attended to the Safety Analysis in Project Development Peer Exchange carried out in Virginia in June 20-23, 2016, and is participating in the emphasis area studies of the Strategic Highway Safety Plan through the Intersection committee.

The SPO completed the document for the Request for Proposal to initiate the process of elaborating the update of the 2045 Long Range Transportation Plan for San Juan TMA, Aguadilla TMA, Statewide, and UZAs' Plan.

SPO had attended to webinars addressed to strengthen skills and knowledge related to new regulations and performance-based emphasis.

The SJTMA planning staff participated in several interagency planning efforts, particularly with the Puerto Rico Planning Board in regards to the ongoing effort to develop a Master Land Use Plan for the whole Commonwealth.

Scores of private and public land use permit requests were evaluated, in order to preserve the necessary ROW for planned improvements to the transportation system, reduce impacts on the LOS of facilities, and to advice the PRHTA and the Planning Board on situations where land use or environmental policies were not being followed.

Advice was provided to private developers and municipal planning offices on how best to apply transit-oriented development principles in dozens of projects proposed for the immediate vicinity of San Juan's —Tren Urbano.

Several Municipal Land Use Plans were evaluated by the SJTMA planning staff, and recommendations were submitted on how better to address the municipalities' transportation, land use and environmental problems.

PROPOSED WORK FOR 2016-2017

SPO will conduct the Request for Proposal for the 2045 Long Range Transportation Plan. It is expected to have a contract agreement by second trimester of fiscal year 2016-2017 (considering elections and transition's period). This means the proposals will be received and evaluated by the end of fiscal year 2015- 2016 and first trimester of upcoming 2016-17.

SPO is emphasizing in performance-based system defining a congestion management monitoring and reporting and the performance-based framework. The congestion management process, regarding highway performance, will report according to goals and performance measures established, and expanding its scope to incorporate reliability integrating methodological procedures published by the Strategic Highway Research Program (SHRP2). During this fiscal year will be structuring and defining this emphasis. The objective is to produce reports for June and December.

Key Activities	Key Milestones	End Product	Estimated Completion Date
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	Contract agreement approved and signed		March, 2017
Congestion Management	Data collection	Database for Congestion Management	February and March, September and October
	Data Analysis	Report	June and December
Compile and submit Quarterly Progress Report	Quarterly Report	Quarterly Report	January 2017 April 2017 July 2017 October 2017

Expended Amount as of July 2016	\$ 21,851
Estimated Cost for 2016-2017	\$ 75,000
Carry Forward SPR-53	\$ 110,700
Task 615 Total for 2016-2017	\$ 185,700

**C. REGIONAL TRANSPORTATION PLANNING FOR URBANIZED AND RURAL AREAS
(RURAL AND UZAS LESS THAN 200,000 INHABITANTS) TASK - 622**

RESPONSIBLE OFFICES: PROGRAMMING AND SPECIAL STUDIES AREA
STRATEGIC PLANNING OFFICE

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BACKGROUND AND CONTEXT:

The Strategic Planning Office is under the Programming and Special Studies Area, as part of the infrastructure directorate. The **Strategic Planning Office (SPO)** conducts studies and generates multimodal transportation planning activities and products, with the support of other Offices, as discussed in the following sections.

In order to maintain regional transportation planning as a continuous, cooperative, and comprehensive valid and relevant process in the rural and urbanized areas of Puerto Rico, the Strategic Planning Office manages, coordinates and elaborates required or special transportation studies for urbanized areas, develops multimodal regional, statewide and special plans; and conducts several transportation related technical and citizen's participation activities. In addition, it evaluates public and private projects and plans and, through the site-permitting process, helps protect installed capacity and ROW needed for planned improvements. The SPO also advises the Secretary, the PRHTA Executive Director and other officials on diverse policy and planning issues, and generates and distributes planning information.

Following applicable public policies and federal and state regulations, all of these transportation planning activities emphasize on early consideration of environmental issues, stakeholders' involvement, public participation according to the Fixing America's Surface Transportation Act (FAST-Act) of December, 2015 and most recent approved regulation (23 CFR Parts 450 and 771, and 49 CFR Part 613 of May, 2016).

There are eleven (11) Urbanized Areas for Puerto Rico, according to 2010 Census. The configuration of the San Juan and Aguadilla UZAs prevail as over 200,000 inhabitants' category, and are therefore considered —Transportation Management Areas or **TMA**s until further noticed by federal regulations. Puerto Rico does not foresee significant changes in this regard.

Figure 1 shows the Transportation Planning Regions (TPRs) comprised by San Juan and Aguadilla TMA's, and remaining UZA regions. These TPRs in most cases define geographical areas that may include more

than one urbanized areas as per Census definition, including non-urbanized municipalities, so that they conform to more logical planning units as established in 23CFR Part 450.

This Strategic Planning Research Program consolidated tasks 616, 617, 618, 619, and 634 into task 622 as Urbanized Areas (less than 200,000 inhabitants) or UZAs. Task 614 continues as San Juan Transportation Management Area, and Task 615 as Aguadilla Transportation Management Area. Moreover, it adds a new project as Puerto Rico Freight Strategic Plan.

Figure1. Transportation Planning Regions (TPRs)



OBJECTIVE

The main objective is to strengthen the capacities of the SPO, the Agency, and the MPO developing studies addressed to update transportation plans, and which can also enhance the operation of the facilities in the transportation system, both roads as public transport and non-motorized modes that pursue a context of livable and sustainable cities and places to ensure and improve mobility and access to the population through participatory processes.

In general, this Task aims toward ensuring that: (1) transportation plans remain responsive to land use plans, policies and strategies, and the protection of the natural environment and historic heritage; (2) the transportation plan remains continuously consistent with current socio-economic growth and traveling

patterns, and changes occurring in the study area; (3) priority allocation of existing and future funds remains consistent with socio-economic needs and development policies; (4) traffic trends information is available for further studies and design purposes; (5) the adopted Plan will contribute to the quality life improvement, and finally; (6) provisions are taken for the recommended implementation of a Congestion Management Process (CMP), as well as measures pertaining to Transportation System Management (TSM), Incident Management (IM) and Demand Management Measures (DMM). All of this is to be advanced while ensuring consistency with the transportation plans of adjacent metropolitan areas, and provisions of the Islandwide Plan.

The following are specific objectives addressing these issues for this fiscal year 2016-17:

- ◆ Update regional transportation plans on rural and urbanized areas with less than 200,000 inhabitants as established in federal regulation (23 CFR Part 450, and 49 CFR part 613 of May, 2016).
- ◆ Establish an effective citizen participation process for the development of the 2045 LRTP.
- ◆ To establish a database management system for performance-based reporting and transportation plans update process.
- ◆ Improve in-house research capacity through Cube transportation model software by attending software training and developing research agenda according to LRTP goals and objectives.
- ◆ Establish partnerships with universities and research centers on issues related to transportation planning and operation.

ACCOMPLISHMENTS DURING 2015-2016

A traffic count and classified data program is in progress with Data Collection Office and Traffic Engineering (ITS program) defining the methodology to collect the data necessary to monitor and report performance measures regarding delay and reliability (among others) for the defined network according to the Congestion Management process that affects regional transportation areas. SPO registered in the National Performance Management Research Data Set (NPMRDS) as another data source for analysis.

In terms of Safety goals under Congestion Management, personnel were trained on the safety database tool known as Critical Analysis Reporting Environment (CARE). This tool was developed by the —Center for Advanced Public Safetyll from the University of Alabama and is an open source available at <https://pr.caps.ua.edu/> under the Puerto Rico Traffic Safety Commission. This tool allows having safety data by region, type of vehicle and corridor, among others. Furthermore, personnel from the SPO attended to the Safety Analysis in Project Development Peer Exchange carried out in Virginia in June 20-23, 2016, and is participating in the emphasis area studies of the Strategic Highway Safety Plan through the Intersection committee.

The SPO completed the document for the Request for Proposal to initiate the process of elaborating the update of the 2045 Long Range Transportation Plan for San Juan TMA, Aguadilla TMA, Statewide, and UZAs' Plan.

SPO had attended to webinars addressed to strengthen skills and knowledge related to new regulations and performance-based emphasis.

The SJTMA planning staff participated in several interagency planning efforts, particularly with the Puerto Rico Planning Board in regards to the ongoing effort to develop a Master Land Use Plan for the whole Commonwealth.

Scores of private and public land use permit requests were evaluated, in order to preserve the necessary ROW for planned improvements to the transportation system, reduce impacts on the LOS of facilities, and to advise the PRHTA and the Planning Board on situations where land use or environmental policies were not being followed.

Advice was provided to private developers and municipal planning offices on how best to apply transit-oriented development principles in dozens of projects proposed for the immediate vicinity of San Juan's —Tren Urbano.

Several Municipal Land Use Plans were evaluated by the SJTMA planning staff, and recommendations were submitted on how better to address the municipalities' transportation, land use and environmental problems.

PROPOSED WORK FOR 2016-2017

SPO will conduct the Request for Proposal for the 2045 Long Range Transportation Plan. It is expected to have a contract agreement by second trimester of fiscal year 2016-2017 (considering elections and transition's period). This means the proposals will be received and evaluated by the end of fiscal year 2015-2016 and first trimester of upcoming 2016-17.

SPO is emphasizing in performance-based system defining a congestion management monitoring and reporting and the performance-based framework. The congestion management process, regarding highway performance, will report according to goals and performance measures established, and expanding its scope to incorporate reliability integrating methodological procedures established by the Strategic Highway Research Program (SHRP2). During this fiscal year we will be structuring and defining this emphasis.

Key Activities	Key Milestones	End Product	Estimated Completion Date
2045 Long Range Metropolitan Plan	RFP Publication	Request for Proposal	July 1, 2016
	Proposals' Submission dead line	Proposals	August 1, 2016
	Evaluating Committee Recommendations	Evaluating Committee Report	October, 2016
	Kick-off Meeting with selected company		November, 2016
	Contract agreement approved and signed		March, 2017
Compile and submit Quarterly Progress Report	Quarterly Report	Quarterly Report	January 2017 April 2017 July 2017 October 2017

Expended Amount as of July 2016	\$ 77,883
Estimated Cost for 2016-2017	\$ 150,000
Carry Forward SPR-53	\$ 20,500
Task 622 Total for 2016-2017	\$ 170,500