

## ROADWAY TRANSFER AGREEMENT

**Florida Department of Transportation to City of Fort Lauderdale**  
**SR 842/Las Olas Boulevard from SE 16<sup>th</sup> Avenue to SR A-1-A**  
**Roadway Id 86050000 from beginning mile point 0.626 to end mile point 2.039**  
**(Excluding Dwight L. Rogers Memorial Bridge ID: 860018)**

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2018 by and between the FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida, hereinafter called the DEPARTMENT, and CITY OF FORT LAUDERDALE, hereinafter called the CITY;

### WITNESSETH

**WHEREAS**, SR 842/Las Olas Boulevard from SE 16<sup>th</sup> Avenue to SR A1A is located within the CITY boundary and is currently owned by the DEPARTMENT as depicted on the location map attached and incorporated herein as Exhibit "A" (the "ROADWAY TRANSFER AREA"); and

**WHEREAS**, the CITY has agreed to accept the transfer of the ROADWAY TRANSFER AREA, with the exception of the Dwight L. Rogers Memorial Bridge (Bridge ID: 860018, Section ID: 86050000 from Mile Point 1.662 to Mile Point 1.869), to the CITY Street System, and this transfer is mutually agreed upon between the CITY and the DEPARTMENT; and

**WHEREAS**, the AGREEMENT has been approved by the CITY Commissioners through Resolution No. \_\_\_\_\_, adopted on \_\_\_\_\_ day of \_\_\_\_\_, 2018 and attached and incorporated herein as Exhibit "B".

**NOW, THEREFORE, THIS INDENTURE WITNESSETH:** in consideration of the mutual covenants and promises herein contained, and for other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the CITY and the DEPARTMENT agree as set forth below:

1. The above recitals are incorporated herein and this AGREEMENT, pursuant to Section 335.0415, Florida Statutes, sets forth the terms and conditions under which the CITY and the DEPARTMENT will abide commencing on the date of approval of this AGREEMENT by the DEPARTMENT's Secretary.
2. The DEPARTMENT gives up all rights to the ROADWAY TRANSFER AREA, including the right of way, seawalls, and bulkheads, except as may be specified in this AGREEMENT:
  - a) The Dwight L. Rogers Memorial Bridge (Bridge ID: 860018) over the Intracoastal from abutment to abutment will continue to be owned, operated, and maintained by the DEPARTMENT.

- b) The handrail, bridge lighting system connected to the bridge electric power, the approach slabs, guardrail transitions, slope pavements, bridge signs, roadway barriers to the end of the approach slabs, and traffic control signals associated with the Dwight L. Rogers Memorial Bridge (Bridge ID: 860018) will continue to be owned, operated and maintained by the DEPARTMENT. The CITY agrees to perform maintenance of all roadway features, including sidewalks, on both approaches up to the bridge abutments and under the bridge. This includes the repair and maintenance of traffic stripes and markings, raised pavement markers, asphalt pavement, sweeping, litter pick-up and graffiti removal, signs owned by the local agency, roadway lighting, underdeck lighting, seawalls, parking lots; and tender house water and sewer service. Improvements constructed by the CITY on the Dwight L. Rogers Memorial Bridge and the respective tender house will continue to require a permit from or a construction agreement with the DEPARTMENT. The CITY is responsible for maintaining any decorative features and other improvements added to the ROADWAY TRANSFER AREA by the CITY after this AGREEMENT is effective.
  - c) The CITY will designate two parking spaces to the DEPARTMENT for the sole use of bridge tenders and maintenance of the Dwight L. Rogers Memorial Bridge (Bridge ID: 860018) as shown on Exhibit "A" or an alternate location agreed upon by the DEPARTMENT. The CITY agrees to retain these spaces in perpetuity while the bridge exists.
3. Upon the effective date of this Agreement, the CITY accepts all responsibility for operation and maintenance of the ROADWAY TRANSFER AREA, including but not limited to:
- a) All traffic control signals and devices, landscape, roadway lighting system, curbs, culverts and drainage structures, seawalls, and bulkheads within the right of way at the time of transfer. The CITY should coordinate with Broward County for the maintenance of the traffic signal system within the transfer area. The DEPARTMENT agrees to remove State Road signs, as appropriate. The ownership and maintenance responsibilities for all remaining signs and signage structures located within the ROADWAY TRANSFER AREA are included in this transfer to the CITY.
  - b) The right of way and public sidewalks, bridges, bike paths, and other ways in the right of way.
  - c) The CITY agrees to perform all activities necessary to keep the ROADWAY TRANSFER AREA fully and properly functioning at all times. Examples of maintenance activities may include, but are not limited to, maintenance of pavement and sidewalk surfaces, mowing, cleaning and desilting of ditches, retention ponds, drainage structures and other underground drainage systems, picking up litter, graffiti removal, and repair/replacement of signs.
  - d) The CITY shall be fully responsible for maintaining the drainage system associated with the ROADWAY TRANSFER AREA. The DEPARTMENT shall retain flowage rights to the drainage system. Currently this drainage system is operational. Since the drainage

system serves drainage for SR A1A and the Dwight L. Rogers Memorial Bridge (Bridge ID: 860018), the CITY agrees that any modification or alteration to the drainage system shall be reviewed and approved by the DEPARTMENT before implementation. If the drainage system is not properly maintained by the CITY, the DEPARTMENT reserves the right to perform necessary maintenance activities at the CITY's expense only after giving the CITY advance written notice of any maintenance activities or repairs.

- e) The DEPARTMENT retains the right to access Bridge 860018 for conducting its own maintenance or betterment projects to the bridge or bridge features without the need to obtain permits from the CITY. Except for emergencies, the DEPARTMENT's Maintenance Office will notify the CITY in advance to provide scope of work and corresponding work schedule and will coordinate the maintenance of traffic (MOT) with the CITY's Public Works Department prior to starting the work when one or more lane closures is required.
- f) The CITY shall continue the traffic data collection of 24-hour average daily traffic (ADT) count data at the following Traffic Monitoring Sites (TMSs):
  - 860203
  - 860137

Collection shall occur at the locations as depicted in Exhibits "A", at least once a year during the peak season (typically between January and mid-April). Traffic count data shall be collected in accordance with the provisions in DEPARTMENT's Procedure Topic Number: 525-030-150, Traffic Monitoring (Exhibit "C"), and submitted via e-mail in format compatible (TXT is preferred, PRN is acceptable) with the most current version of Survey Processing Software (SPS) to the District Traffic Data Coordinator for the preparation of the DEPARTMENT's annual data processing within 30 calendar days after the data are collected. Contact the District Traffic Data Coordinator with any questions or additional information at 954-777-4364.

- g) Federal-Aid funds under the following F.M. projects were used on the ROADWAY TRANSFER AREA:
  - 230717.2
  - 230718.2
  - 230719.2
  - 230720.2
  - 416871.1
  - 442598.4

The CITY agrees to allow the DEPARTMENT to perform periodic inspections of the ROADWAY TRANSFER AREA in accordance with the provisions of Topic Number 850-065-001, Inspection of Federal-Aid Projects under Local Jurisdiction (Exhibit "D"). Such inspections will be conducted to insure compliance with obligations related to the maintenance activities to be undertaken by the CITY as set forth in paragraphs 3 a) thru

- f), above. Any work proposed by the CITY involving right of way outside the transfer area and within retained DEPARTMENT right of way, will require prior DEPARTMENT review and approval.
- h) Historical and archaeological resources were identified within or adjacent to the ROADWAY TRANSFER AREA by the DEPARTMENT as shown on Exhibit "E". The CITY agrees to coordinate with the Florida State Historic Preservation Officer with respect to subsequently discovered historical or archaeological resources to determine potential impacts.
  - i) It is agreed that all obligations of the DEPARTMENT, under existing maintenance, utility, railroad crossing, or other such agreements, including permits and easements, relating to the ROADWAY TRANSFER AREA, shall be transferred at the same time and in the same manner as jurisdictional responsibilities. The DEPARTMENT is unaware of any existing agreement or permits in the ROADWAY.
  - j) Pursuant to Section 337.29, F.S., existing right of way maps will be recorded by the transferring agency into the public land records of Broward County. The DEPARTMENT, which currently has jurisdiction over the ROADWAY, shall supply all available right of way documentation.
- 4. All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.
  - 5. This AGREEMENT embodies the whole agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein, and this AGREEMENT shall supersede all previous communication, representation, or agreements, either verbal or written, between the parties hereto.
  - 6. This AGREEMENT shall be governed by and construed in accordance with the laws of the State of Florida.
  - 7. Each party is an independent contractor and is not an agent of the other party. Nothing contained in this AGREEMENT shall be construed to create any fiduciary relationship between the parties, during or after the performance of this AGREEMENT. Neither party shall have the authority to bind the other party to any obligation whatsoever to any third party without the express specific written consent of the other.
  - 8. No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.
  - 9. If any part of this AGREEMENT shall be determined to be invalid or unenforceable by a court of competent jurisdiction or by any other legally constituted body having the jurisdiction to make such determination, the remainder of this AGREEMENT shall remain in



full force and effect provided that the part of this AGREEMENT thus invalidated or declared unenforceable is not material to the intended operation of this AGREEMENT.

10. For communication purposes, the parties may be reached at the following addresses and phone numbers.

**City of Fort Lauderdale**

Lee R. Feldman, ICMA-CM  
City Manager  
100 North Andrews Avenue  
Fort Lauderdale, Florida 33301  
Telephone: (954) 828-5013

**Florida Department of Transportation**

Mayur Patel, P.E.  
District Planning & Environmental  
Administrator  
3400 West Commercial Blvd.  
Fort Lauderdale, Florida 33309-3421  
Telephone: (954) 777-4459

11. Nothing herein shall be deemed a waiver of sovereignty immunity in favor of either party.

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IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed the day and year first above written.

**CITY**

**CITY OF FORT LAUDERDALE**, by and  
through its Board of City Commissioners

BY: \_\_\_\_\_

Lee R. Feldman, City Manager

Date: \_\_\_\_\_

**ATTEST**

\_\_\_\_\_  
Jeffrey A. Modarelli, City Clerk

**APPROVED AS TO FORM:**

Alain E. Boileau, Interim City Attorney

\_\_\_\_\_  
Lynn Solomon, Assistant City Attorney

**DEPARTMENT**

**STATE OF FLORIDA**  
**DEPARTMENT**  
**OF TRANSPORTATION**

BY: \_\_\_\_\_

Stacy L. Miller, P.E.  
Acting District Secretary  
District Four

Date: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Legal Review

\_\_\_\_\_  
Laurice Mayes, Esq.  
District Four Legal Counsel

**FINAL APPROVAL**

BY: \_\_\_\_\_

Mike Dew, Department Secretary

Date: \_\_\_\_\_

# Exhibit A



### Legend

- Traffic Count Site
- Pontis Bridges
- Proposed Roadway Transfer Off
- Proposed ROW Transfer
- FDOT Owned ROW

This data is intended for the use of FDOT personnel and authorized consultants. The data has been compiled from a variety of sources and there is no guarantee of its accuracy, completeness, reliability or suitability for any particular purpose or any representation or warranty, express or implied, by the Florida Department of Transportation concerning the data. It is the responsibility of the user to use the data appropriately and in accordance with its limits. Contact the source agency or FDOT to determine if the data is accurate and correct.



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Miles



**Exhibit A**  
Proposed Transfer  
To City of Fort Lauderdale  
SR 842 Las Olas Blvd  
Overview Map

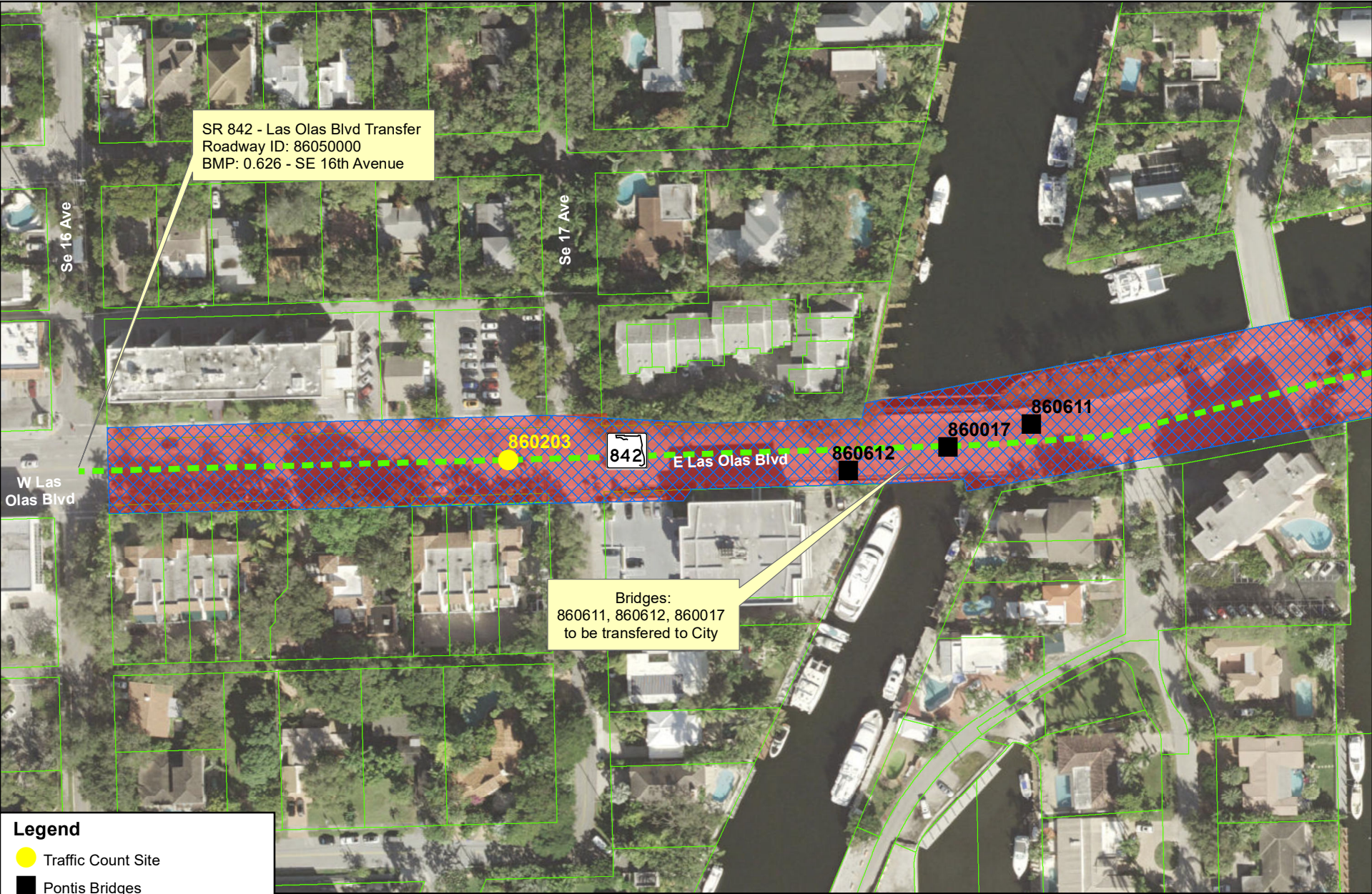
Broward County, FL

CAM #18-0430

Exhibit 1

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### Legend

- Traffic Count Site
- Pontis Bridges
- Proposed Roadway Transfer Off
- Proposed ROW Transfer
- FDOT Permanent Easement
- FDOT ROW Owned in Fee
- FDOT Temporary Easement
- Broward County Parcels

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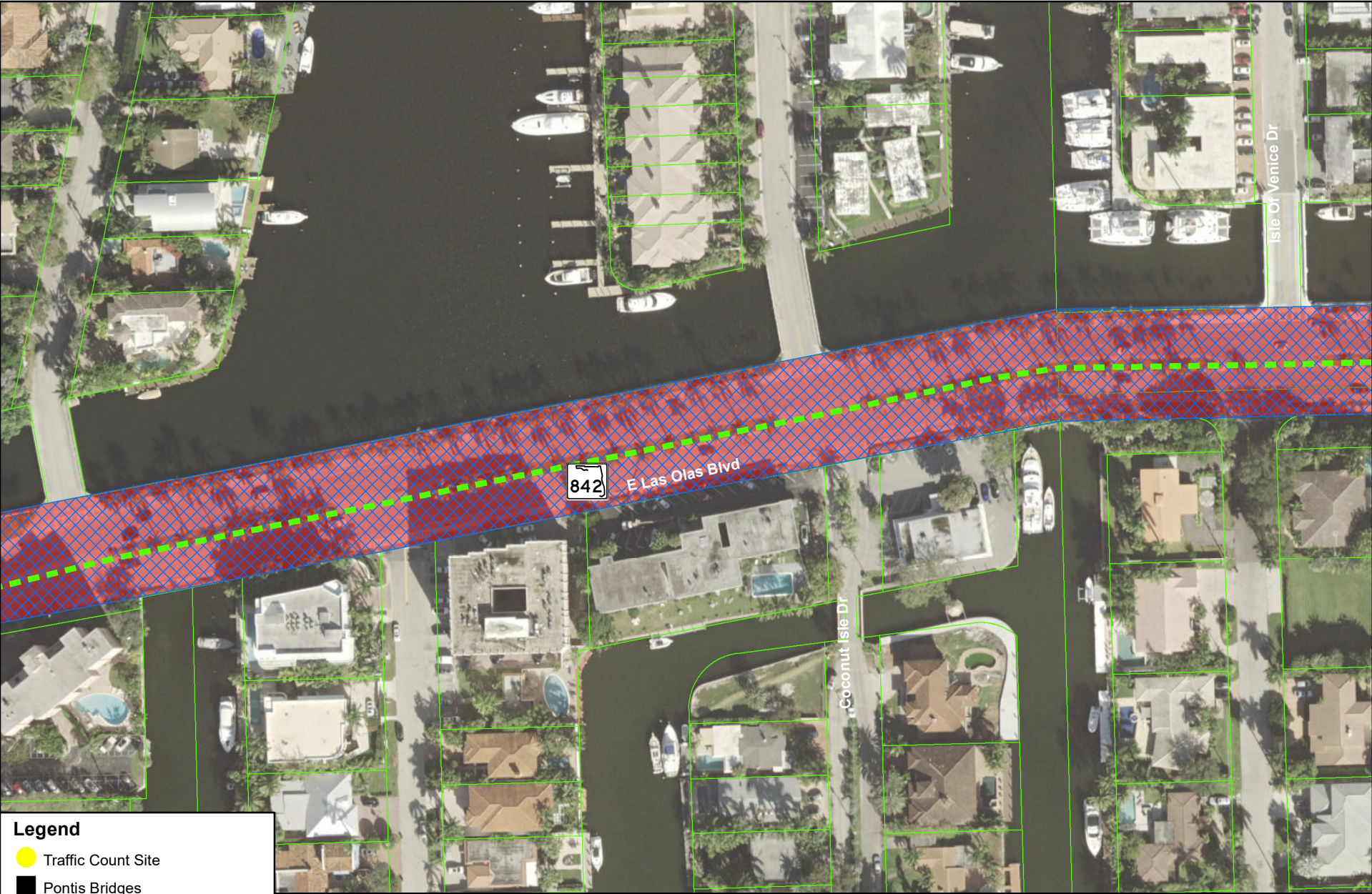


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



**Exhibit A**  
Proposed Transfer  
To City of Fort Lauderdale  
SR 842 Las Olas Blvd  
Page 1 of 7  
Broward County, FL

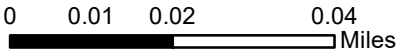




**Legend**

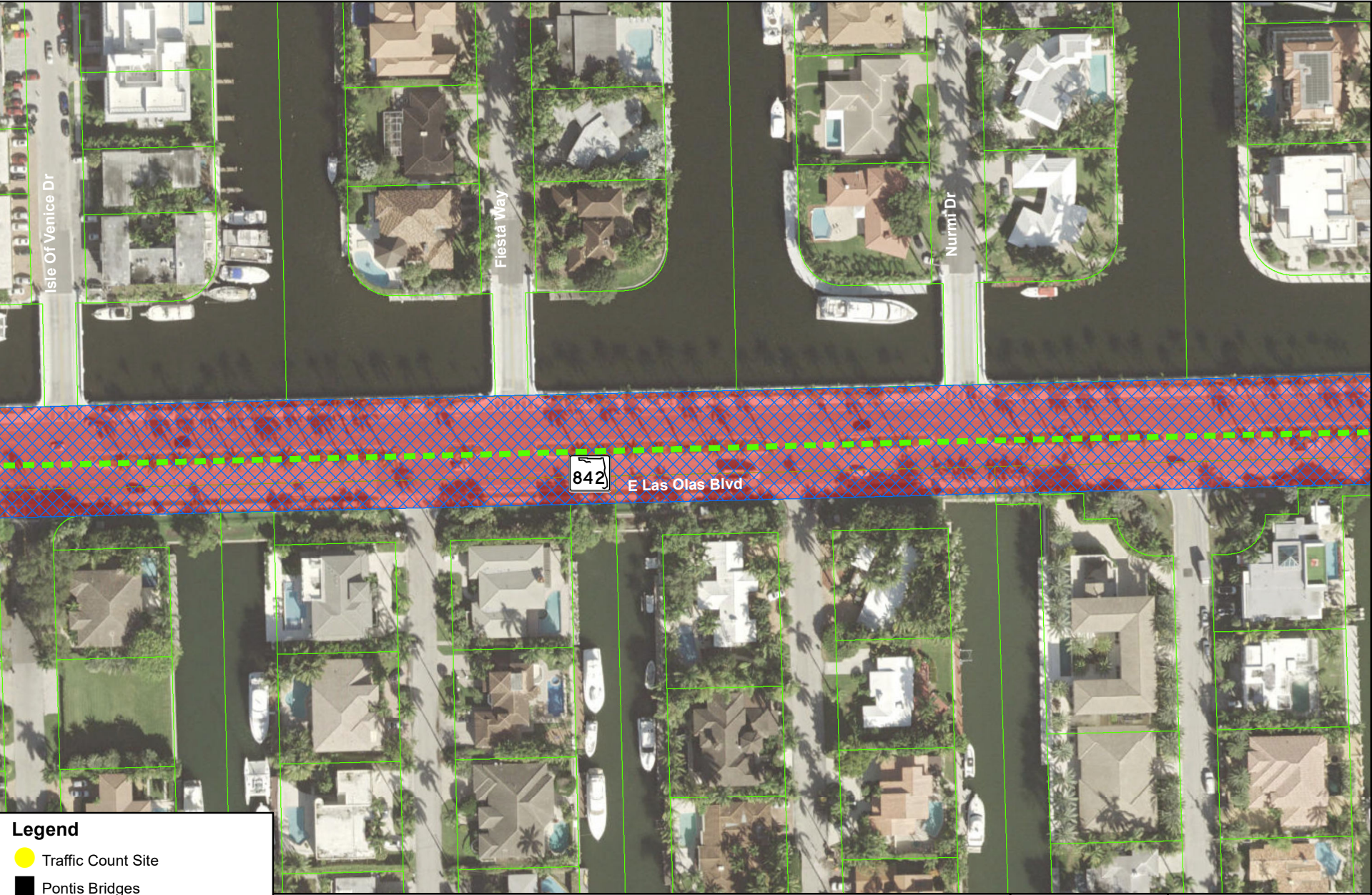
-  Traffic Count Site
-  Pontis Bridges
-  Proposed Roadway Transfer Off
-  Proposed ROW Transfer
-  FDOT Permanent Easement
-  FDOT ROW Owned in Fee
-  FDOT Temporary Easement
-  Broward County Parcels

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**Exhibit A**  
Proposed Transfer  
To City of Fort Lauderdale  
SR 842 Las Olas Blvd  
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Broward County, FL





### Legend

- Traffic Count Site
- Pontis Bridges
- Proposed Roadway Transfer Off
- Proposed ROW Transfer
- FDOT Permanent Easement
- FDOT ROW Owned in Fee
- FDOT Temporary Easement
- Broward County Parcels

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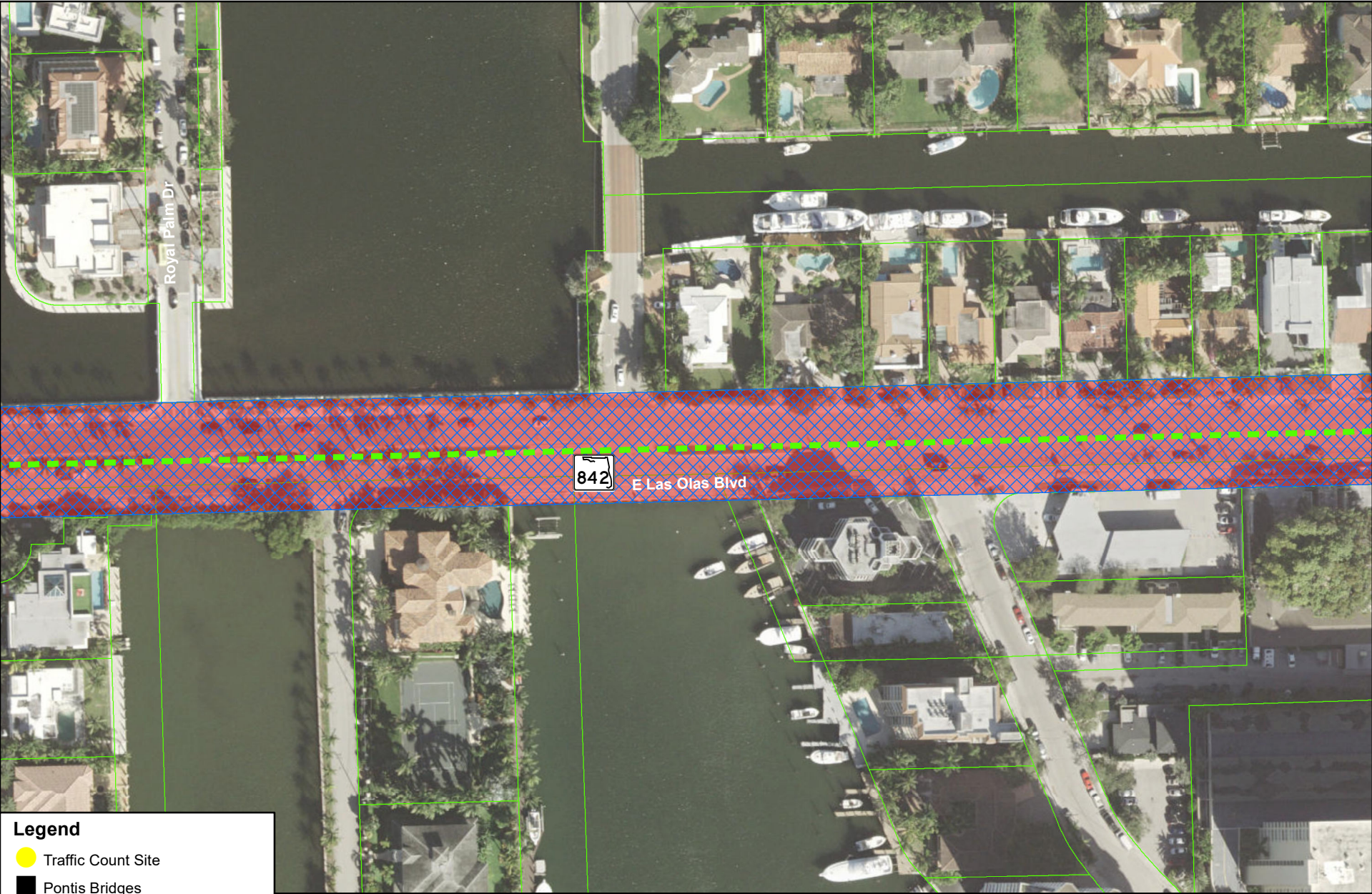


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**Exhibit A**  
 Proposed Transfer  
 To City of Fort Lauderdale  
 SR 842 Las Olas Blvd  
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 Broward County, FL





### Legend

- Traffic Count Site
- Pontis Bridges
- Proposed Roadway Transfer Off
- FDOT Permanent Easement
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- Broward County Parcels

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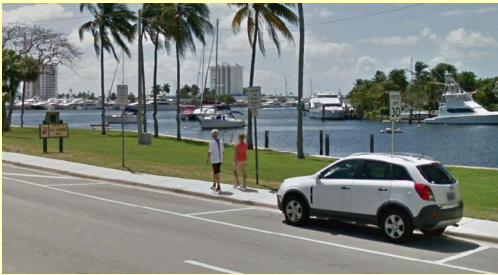


**Exhibit A**  
 Proposed Transfer  
 To City of Fort Lauderdale  
 SR 842 Las Olas Blvd  
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CITY will designate two bridge tender parking spaces



### Legend

- Traffic Count Site
- Pontis Bridges
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- ▨ Proposed ROW Transfer
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- FDOT ROW Owned in Fee
- FDOT Temporary Easement
- Broward County Parcels

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0 0.01 0.02 0.04 Miles







### Legend

- Traffic Count Site
- Pontis Bridges
- Proposed Roadway Transfer Off
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- FDOT Temporary Easement
- Broward County Parcels

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0 0.01 0.02 0.04  
Miles



**Exhibit A**  
Proposed Transfer  
To City of Fort Lauderdale  
SR 842 Las Olas Blvd  
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CAM #18-0430  
Exhibit 1  
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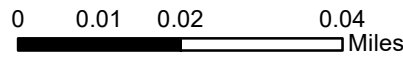




### Legend

- Traffic Count Site
- Pontis Bridges
- Proposed Roadway Transfer Off
- ▨ Proposed ROW Transfer
- FDOT Permanent Easement
- FDOT ROW Owned in Fee
- FDOT Temporary Easement
- Broward County Parcels

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**Exhibit A**  
 Proposed Transfer  
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# Exhibit B

(City Resolution)

# Exhibit C

(Procedure Topic Number: 525-030-150 Traffic Monitoring)

Approved:



Department of Transportation

Effective: May 17, 2013  
Office: Transportation Statistics  
Topic No.: 525-030-150-d

## **TRAFFIC MONITORING**

### **PURPOSE:**

The Department conducts traffic surveys to determine the volumes and types of vehicles and the weight of the trucks using the highway network of Florida. Traffic surveys provide information essential to the general administration of highway programs. Traffic data is fundamental to determining vehicle-miles of travel, project design parameters, highway classification, and the level of service provided by a highway facility. This procedure will guide users in regard to the Department's traffic monitoring practices.

### **AUTHORITY:**

Sections 20.23(4)(a); and 334.048(3) and (4); Florida Statutes (F.S.)

### **SCOPE:**

This procedure defines the traffic data that is used in transportation planning, design, and maintenance of Florida's transportation system throughout the Department, as well as by the general public. It assigns the responsibility for data collection, processing, editing, reporting and distribution. This procedure is used by the Central and District Offices, as well as by their consultants and contractors conducting traffic surveys for Department use. Traffic data collected through implementation of this procedure is used by the District and Central Offices of Environmental Management, Project Management, Roadway Design, Traffic Engineering and Operations, Pavement Design, Safety, Planning, and various other entities within and outside of the Department, including the Federal Highway Administration (FHWA).

### **REFERENCES:**

Sections 334.03(24) and (26); 334.063; 334.17; and 334.24, F.S.  
Part 23, Code of Federal Regulations (CFR), Part 500, Subpart B—Traffic Monitoring System

**AASHTO Guidelines for Traffic Data Programs**, American Association of State Highway and Transportation Officials (AASHTO)



**Highway Capacity Manual (HCM)**, Transportation Research Board

**Highway Performance Monitoring System Field Manual**, Federal Highway Administration

**Manual on Uniform Traffic Studies (MUTS)**, Florida Department of Transportation, Traffic Engineering Office, Topic No. 750-020-007

**Project Traffic Forecasting Procedure**, Florida Department of Transportation, Transportation Statistics Office, Topic No. 525-030-120-h

**Project Traffic Forecasting Handbook**, Florida Department of Transportation, Transportation Statistics Office

**Traffic Monitoring Handbook**, Florida Department of Transportation, Transportation Statistics Office

**Traffic Monitoring Guide**, Federal Highway Administration

## REVISIONS:

This procedure will be reviewed and updated on a two-year cycle by personnel from each District Office and the Central Office Transportation Statistics Office (TSO). They will be asked to review the procedure and provide input for revisions.

## 1. TRAFFIC MONITORING HANDBOOK

A **Traffic Monitoring Handbook** has been developed to guide users of this procedure to the Department's best traffic monitoring practices. It will be maintained by the TSO in consultation with the District Offices. The handbook is available for viewing at:

<http://www.dot.state.fl.us/planning/statistics/tmh/>.

## 2. CONSTRUCTION OF TRAFFIC MONITORING SITES

The TSO maintains an **Approved Products List, Standard Specifications and Standard Indexes** for the construction of permanent traffic monitoring sites. It is the responsibility of the District Office and the Design Engineer of each project to ensure that the repair or replacement of any affected traffic monitoring site is included in the project plans. The District Offices will monitor the Department's Work Program and ensure that any permanent (telemetered or portable) traffic monitoring sites eliminated or rendered ineffective by road construction are replaced, as a part of the construction project, unless specifically exempted by the TSO.

## 2.1 TELEMETERED SITES

A system of telemetered (continuous) traffic monitoring sites is operated and maintained by the TSO. The extent, type, and distribution of these sites meet the ongoing needs of the Department and FHWA for system statistics. Collected data is used to develop adjustment factors, which are applied to short-term counts in order to calculate Annual Average Daily Traffic (AADT) values. Telemetered data is also used to develop design hour (K) and directional distribution (D) factors. Types of sites include those for volume and classification counts, speeds, and weights. The TSO will consult with District Office staff when developing new telemetered sites in order to select locations that will be the most representative of local traffic conditions, capture seasonal traffic variations, and avoid conflicts with planned construction projects.

All telemetered traffic monitoring sites to be operated and maintained by the TSO must be constructed in conformance with specifications and with written approval.

Each District Office may install, operate, and maintain other telemetered sites that will be the sole and complete responsibility of that District. The edit-accepted hourly counts from the District's telemetered sites will be provided by the District Office at the end of each calendar year to the TSO. The District Office may coordinate with the TSO on the use of traffic data from continuous sites operated by local governments.

## 2.2 PORTABLE SITES

A system of permanent traffic monitoring sites is operated and maintained by the Districts to obtain short-term counts when used with portable collection equipment. The extent, type, and distribution of these sites will meet the ongoing needs of the Department and FHWA to provide segment-specific traffic count information.

Permanent sensors should only be installed at new portable count sites when one or more of the following criteria are met:

- Sites with 3 or more undivided lanes
- Sites with 1 or more turn lanes and 2 or more travel lanes in one direction
- Sites that experience queuing of traffic
- Limited access roads with 85<sup>th</sup> percentile speed 10 MPH higher than posted speed
- Sites with a history of being difficult to count (high-volume, on-street parking, etc.)

The District Office may coordinate with the TSO on the use of traffic data from portable sites operated by local governments.



### **3. MAINTENANCE OF TRAFFIC MONITORING SITES**

#### **3.1 CENTRAL OFFICE**

The TSO will maintain the telemetered traffic monitoring sites it owns and operates.

#### **3.2 DISTRICT OFFICES**

The District Offices will maintain all traffic monitoring sites they own and operate, whether short-term portable, or telemetered. The TSO's repair contract may be used by the District Offices to repair the District count sites upon mutual agreement of the TSO and District Offices.

### **4. DATA COLLECTION**

#### **4.1 CENTRAL OFFICE**

##### **4.1.1 Count, Class, and Speed**

The TSO is responsible for the operation and maintenance of an automated system used to gather data from telemetered traffic monitoring sites. This data includes vehicle count, classification counts, speeds, and weights. The TSO must maintain a system capable of polling, editing, processing and storing data gathered from these sites through an automated polling system. Data from the telemetered traffic monitoring sites will be downloaded daily.

##### **4.1.2 Real Time**

A limited number of telemetered traffic monitoring sites that are operated by the TSO are located on emergency evacuation routes and can be used to provide real-time traffic data in case of an evacuation. These sites will be the top priority for maintenance. The TSO will maintain an off-site backup polling system for the emergency evacuation sites. During emergency operations, the needed real-time traffic monitoring sites will be downloaded hourly.

##### **4.1.3 Weigh-In-Motion**

A limited number of telemetered traffic monitoring sites that are operated by the TSO are equipped with axle sensors capable of collecting weigh-in-motion data as well as classification counts and speed data. The TSO will download data from these sites daily. Weigh-in-motion sites will be re-calibrated within 1 month of any weight-sensor replacement or as data analysis deems necessary.

#### **4.1.4 Highway Performance Monitoring System (HPMS)**

The TSO will provide to the District Offices an updated list of off-system HPMS Samples that require traffic counts, at least 2 months prior to the beginning of the next count year cycle. It is anticipated that the list of off-system HPMS samples will remain fairly stable from year to year, with only a few new samples needed to complete the plan each year.

### **4.2 DISTRICT OFFICES**

#### **4.2.1 State Highway System**

Each District Office is responsible for conducting short-term traffic surveys taken with automated equipment. Surveys may be conducted by District staff, personnel from other District Offices, or independent contractors. The District Offices are responsible for selecting traffic count locations and maintaining the station inventory for those selected locations in the Department's mainframe databases.

The types of surveys covered under this topic include volume counts for estimating AADT and vehicle classification counts. A volume count produces a 24-hour total number of vehicles of all types in intervals of 15 minutes and one hour. A vehicle classification count categorizes vehicles by type into the FHWA scheme "F" categories.

Traffic monitoring stations in urban areas will be counted a minimum of 24-hours; while those in rural areas will be counted for a minimum of 48-hours.

At a minimum, one-third of the District's active traffic monitoring sites on the State Highway System shall be counted each year. All state highways shall be counted at least once every three years; construction, or other factors, permitting.

Additionally, a minimum of one-third of the active traffic monitoring sites shall be vehicle classification count sites.

#### **4.2.2 Strategic Intermodal System (SIS)**

The Districts shall conduct annual vehicle classification surveys on all SIS connector routes in their Districts.

#### **4.2.3 Highway Performance Monitoring System (HPMS)**

HPMS provides data that reflects the extent, condition, performance, use, and operating characteristics of the nation's highways. HPMS data collection is a cooperative effort between state DOTs, local governments and metropolitan planning organizations to collect, assemble, and report the information FHWA requires.

Florida HPMS traffic data samples for off-system roads will be retained in the Roadway Characteristics Inventory (RCI) and the Traffic Characteristics Inventory (TCI). Each District Office shall collect sampling from one-third of their HPMS sites annually. Length, lane-mile, and travel data are used for apportionment of Federal-aid highway funds. HPMS data is also used for policy-sensitive system, corridor, and sub-area planning and programming. As such, all HPMS counts need to be classification counts, collected on a three-year cycle.

For detailed guidance, refer to chapter IV of the **Highway Performance Monitoring System Field Manual** at: <http://www.fhwa.dot.gov/policy/ohpi/hpms/index.htm>.

#### **4.2.4 Non-HPMS Off-System**

Florida also collects traffic data from non-HPMS off-system roads on a six-year cycle, and this data will be retained in RCI and TCI. Each District Office shall collect volume sampling from one-sixth of their off-system sites annually. Classification counts are not required for non-HPMS off-system data collection.

#### **4.2.5 Intelligent Transportation Systems (ITS)**

Districts shall make an effort to obtain traffic counts from installed ITS counters, for those roads covered by ITS, instead of using portable counters. These count values may be obtained through the utilization of data mining software, or the use of a data warehousing system, such as the Statewide Transportation Engineering Warehouse for Archived Regional Data (STEWARD), or the Regional Intelligent Traffic Information System (RITIS).

### **5. DATA PROCESSING**

#### **5.1 CENTRAL OFFICE**

##### **5.1.1 Daily Processing**

The TSO shall download the data collected by the telemetered traffic monitoring sites daily. This data will be summarized and loaded into the traffic database tables daily. The count data will be examined within three weeks of its loading, and will be flagged according to its quality. Vehicle class data will be examined within six weeks of its loading to the database.

##### **5.1.2 Annual Processing**

The TSO will produce seasonal and axle adjustment factors from available data. Seasonal adjustment factors are derived from the continuous counts program conducted by the TSO. The axle adjustment factors are derived from select classification surveys.

The TSO will produce Seasonal and Axle Adjustment Factor Category Assignment Reports by January 31<sup>st</sup> for the Districts' review and changes. The TSO will produce AADTs for all sites and send them to the District Offices for their concurrence/approval prior to adoption of the AADTs by March 15<sup>th</sup>. The collaborative process to meet the March 15<sup>th</sup> AADT production date is included in Section-8 of the Traffic Monitoring Handbook.

The TSO will provide the software and technical guidance needed to maintain traffic break data. In addition, the TSO will provide quality control reports and on-line tools to help District Office staff eliminate any gaps and/or overlaps in the traffic breaks on all state highways. The TSO, in coordination with the District Offices, will generate estimated AADTs for traffic breaks not surveyed in any given year.

### **5.1.3 Mainframe Database**

The TSO shall work with the District Offices and the Office of Information Systems to maintain the Traffic Characteristics Inventory database, and to make improvements to it as needed.

### **5.1.4 Survey Processing Software**

The TSO will provide the software and technical guidance needed to process individual traffic surveys.

## **5.2 DISTRICT OFFICES**

### **5.2.1 Portable Counts**

To accurately collect traffic data, the Districts will ensure that each survey instrument is tested annually. Prior to starting data collection, the Districts will ensure that the equipment is performing properly and furnish an annual statement of equipment certification to the TSO by January 31<sup>st</sup>.

Each District Office will develop a traffic collection schedule and provide it to the TSO by January 31<sup>st</sup>.

Once the count year is open, the District Office will process collected data, check data validity, and upload accepted data into the mainframe within 30 days of the date of data collection, or within 20 days of receipt of data collected by private contractors or others. Data collection must be essentially completed by November 15<sup>th</sup>. New count sites, recounts, supplemental counts, and counts that were delayed by unforeseen circumstances may be collected after November 15<sup>th</sup>. All counts must be loaded into the mainframe database by December 31<sup>st</sup>.

## 5.2.2 Traffic Section Breaks

A traffic break, by definition, represents a segment of highway with uniform traffic volume and vehicle mix. Only one traffic count site is required per traffic break. The count obtained at this site will be used for estimating the traffic break's AADT. The official record of traffic break beginning and ending mile posts will be verified and updated in the Roadway Characteristics Inventory (RCI) database by District Office staff. The traffic break beginning and ending mile posts will be tied to intersection features in RCI.

District Office staff are responsible for properly identifying and recording the traffic break locations and the survey site assignments within each traffic break. District Office staff should consider related needs of the District Traffic Operations Office and other customers when choosing traffic break endpoints and count site locations. For detailed guidance, refer to the **Traffic Monitoring Handbook**.

## 5.2.3 Axle and Seasonal Factor Categories

The assignment of adjustment factor categories for each short-term count site is the responsibility of the Districts. For detailed guidance, refer to the **Traffic Monitoring Handbook**.

# 6. REPORTING

## 6.1 RCI and TCI

The TSO will be responsible for loading finalized traffic information into the RCI and TCI database for roads both on and off the State Highway System. The District Offices will review the EOYP Seasonal and Axle Adjustment Factor Category Assignment data for errors or omissions and provide corrections by February 15<sup>th</sup> for end-of-year processing. Final AADT report reviews and corrections will be completed by March 15<sup>th</sup>, when the data is loaded into RCI and TCI.

## 6.2 TRAFFIC INFORMATION DISTRIBUTION

The TSO will be responsible for the annual production of the **Florida Transportation Information** (FTI) DVD, and maintaining a current FTI DVD user's mailing list. The TSO will distribute an adequate number of FTI disks to the Districts for in-house use and for regional distribution.

## 6.3 INTRANET

The TSO will be responsible for maintaining a traffic information web site.

## 6.4 INTERNET

The TSO will be responsible for maintaining a traffic information web site. Traffic data from the most recent annual DVD will be available on-line at <http://www2.dot.state.fl.us/FloridaTrafficOnline/viewer.html> web site.

## 7. TRAINING

The TSO provides the ***Traffic Monitoring Handbook*** to the Districts as a foundational instruction manual for Florida's traffic monitoring program. Detailed training for traffic data collection and end of year processing are available on request.

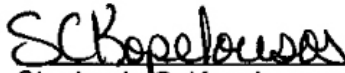
## 8. FORMS

None required.

# Exhibit D

(Federal Aid Funds Procedure)

Approved:

  
Stephanie C. Kopelousos  
Secretary

Effective: January 9, 2008  
Office: Maintenance  
Topic No.: 850-065-001-j

## **INSPECTION OF FEDERAL-AID PROJECTS UNDER LOCAL JURISDICTION**

### **PURPOSE:**

To establish a formal process for annual maintenance inspection of any Federal-Aid Projects not on the State Highway System and under local jurisdiction to assure compliance to basic maintenance requirements.

### **AUTHORITY:**

Title 23, U.S. Code, Section 116; Sections 20.23(3)(a) and 334.048(3), Florida Statutes (F.S.)

### **SCOPE:**

The principal users of this procedure will be Maintenance Engineers/Administrators who will plan, organize, direct, and control maintenance inspection.

### **REFERENCES:**

The following documents may be used to perform inspection:

Maintenance Rating Program, Procedure No. 850-065-002  
Design Standards, Procedure No. 625-010-003  
Standard Specifications for Road and Bridge Construction  
Maintenance Rating Program Handbook

Copies of these documents may be obtained from Maps and Publications Sales Office, 605 Suwannee Street, Mail Station 12, Tallahassee, Florida 32399-0450, telephone (850) 414-4050. Both procedures may also be found at:

Infonet - <http://infonet/tlofp>

Internet - [www.dot.state.fl.us/proceduraldocuments](http://www.dot.state.fl.us/proceduraldocuments)



## **GENERAL:**

When Federal-Aid funding is involved in a project, the Department must enter into a project maintenance agreement with the Federal Highway Administration (FHWA). When the system on which the project is constructed is under the jurisdiction of a local government, then the local government must enter into a project maintenance agreement with the Department. The District Secretary is responsible for insuring that project maintenance agreements are carried out.

### **1. PROCEDURE**

- 1.1** Projects shall be selected on a random basis from records provided by the District Planning or District Production offices to the District Maintenance Engineer/Administrator. A copy of all maintenance agreements for all Federal-Aid Projects not on the State Highway System and under local jurisdiction will be included. Only routes with expenditures of Federal-Aid Funds completed within the last ten years should be selected.
- 1.2** A minimum of one project in each county shall be inspected during the Department fiscal year for counties having Federal-Aid Projects under local jurisdiction.
- 1.3** The inspection shall include, but not limited to, the maintenance of pavement surface, bridges, slope pavement, sidewalks, drainage structures, shoulders, front slopes and ditches, signs, pavement markings, guardrail, attenuators, utilities and right of way encroachments.
  - 1.3.1** Emphasis should be placed on one of the areas of maintenance, and rotated each year. Any major areas of deficiency shall be identified and reported. The Maintenance Rating Program may be used as a guideline for inspections.
- 1.4** Inspection shall be conducted by Department personnel, together with appropriate county or municipality personnel at a mutually convenient time. However, in the event county or municipality personnel are not available, the inspections should proceed with Department personnel only.
- 1.5** The District maintenance personnel shall analyze the findings and notify the appropriate local jurisdiction of any deficiencies, with copies to the Director, Office of Maintenance, the current FHWA Local District Transportation Engineer and the Division Administrator of the FHWA.

**2. TRAINING**

No training is required by this procedure.

**3. FORMS**

No forms are required by this procedure.

# Exhibit E

(CRA)



*Florida Department of Transportation*

RICK SCOTT  
GOVERNOR

3400 West Commercial Blvd.  
Fort Lauderdale, FL 33309

MIKE DEW  
SECRETARY

February 26, 2018

Mr. Timothy Parsons, Director and  
State Historic Preservation Officer  
Office of Cultural and Historical Programs  
Division of Historical Resources  
500 South Bronough Street  
Tallahassee, Florida 32301

Subject: **Request for Review**  
Cultural Resource Assessment Survey  
State Road (SR) 842/Las Olas Boulevard Jurisdictional Roadway Transfer  
Broward County, Florida

Attention: Ginny Jones

Dear Ms. Jones;

The FDOT, District 4 is transferring jurisdiction of a section of SR 842/Las Olas Boulevard from west of the SR 842/SR A1A intersection to the SR 842/Southeast 16<sup>th</sup> Avenue intersection to the City of Fort Lauderdale. No improvements are proposed at this time.

The architectural survey resulted in the identification and evaluation of one newly recorded resource and two previously recorded historic bridges. The Sospiro Canal (8BD06445) is recommended as ineligible for listing in the National Register (NR) based on this survey. The FDOT bridges that comprise resources 8BD04868 and 8BD05221 have previously been determined ineligible and this survey upholds that recommendation. Due to the nature of the road transfer and the lack of roadway improvements, these historic resources will not be effected. The District respectfully requests your concurrence with this determination. If there are any questions, please feel free to contact me at (954) 777-4324 or Lynn Kelley at (954) 777-4334. *\* See SHPO comments on page 2.*

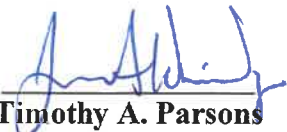
Sincerely,

Ann Broadwell  
Environmental Administrator  
FDOT - District 4

Enclosures  
cc. file

The Florida State Historic Preservation Officer finds the attached Cultural Resources Assessment Report complete and sufficient and concurs with the recommendations and findings provided in this cover letter for SHPO/DHR Project File Number 2018-938.

**SHPO Comments:**


*For*  *Deputy SHPO*  
**Timothy A. Parsons**  
**State Historic Preservation Officer**  
**Florida Division of Historical Resources**

3/16/2018  
**Date**

\* Re: Sospiro Canal (8BD6445): SHPO/DHR finds that there is insufficient information to evaluate the Sospiro Canal for eligibility for the National Register of Historic Places. However, based on the nature of the project, this office concurs with the finding of no historic properties effected.