



THE SECRETARY OF TRANSPORTATION
WASHINGTON, DC 20590

July 1, 2025

Dear Governor:

Safety is the U.S. Department of Transportation (DOT)'s top priority. While I am encouraged that the estimates of traffic fatalities for 2024 continue a downward trend, by decreasing 3.8 percent from 2023, we still have more work to do to improve safety and mobility on our Nation's highways. In 2024, the estimated number was a stunning 39,345. This is unacceptable. I ask that you join DOT and support our national initiative, Safe Arterials for Everyone through Reliable Operations and Distraction-Reducing Strategies (SAFE ROADS), to help improve safety and mobility, eliminate distractions, and keep people and goods moving throughout the United States.

DOT has strong partnerships with your State department of transportation (State DOT) to implement projects and achieve important national priorities, most notably safe mobility. The SAFE ROADS national initiative will focus on the non-freeway arterials within your State, including safety and operation at intersections and along segments, consistent and recognizable traffic control devices including crosswalk and intersection markings, and orderly use of the right-of-way that is kept free from distractions. These routes are where more than half of roadway fatalities in America occur and deserve enhanced attention. The goal of the SAFE ROADS national initiative is to partner with State and local governments to make the entire roadway right-of-way easier to interpret and navigate for all users, including pedestrians, vehicle operators, and automated vehicles alike. We ask that you ensure compliance with Federal statutes and regulations and accelerate the deployment of proven safety and operational solutions to make roads safer across America.

We are getting back to the basics – using data to guide decision-making and prioritize investments that reduce distraction while improving mobility and safety for all road users. Within 60 days, I request that your State DOT, in coordination with your metropolitan planning organizations, use available safety data, analysis, and assessments to develop a list of arterial segments, including intersections, with the highest safety, operational, or compliance concerns that will be addressed by the end of Fiscal Year 2026. Please submit the list of locations to your Federal Highway Administration (FHWA) Division Office.

FHWA will track the progress of this important nationwide initiative and stands ready to support you and your State DOT as you develop your plans. FHWA offers technical resources to assist with road safety audits and assessments in selecting effective safety and operational countermeasures, accelerating implementation of improvements, and complying with Federal standards, such as those for traffic control devices and use of the roadway right-of-way. Please

continue to inform your FHWA Division Office on progress as you take steps to address these locations. I look forward to meeting you at a future opportunity to learn about your success stories and best practices.

With our shared goals of moving people and goods safely and efficiently, we can make the expectation that all Americans make it home safely and on-time a reality.

Sincerely,

A handwritten signature in blue ink, appearing to read "SPDuffy", with a stylized flourish at the end.

Sean P. Duffy

cc:

State Transportation Department Chief Executives



U.S. Department
of Transportation
**Federal Transit
Administration**

REGION IV
Alabama, Florida, Georgia,
Kentucky, Mississippi,
North Carolina, Puerto
Rico, South Carolina,
Tennessee, Virgin Islands

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July 22, 2025

Mr. Gregory Stuart
Executive Director,
Broward Metropolitan Planning Organization
100 W. Cypress Creek Rd.
Suite 650
Fort Lauderdale, FL 33309

Re: Financial Management Oversight Limited Scope Review – Final Report and Closeout

Dear Mr. Stuart:

Please find attached, a copy of the Final Report for the Financial Management Oversight (FMO) Limited Scope Review conducted at Broward Metropolitan Planning Organization (Broward MPO), prepared by our review contractor, Sasvata, LLC.

The review concluded that Broward MPO's policies and procedures are adequate and comply with FTA guidelines in accordance with 2 CFR 200. As such, the FMO Review is now considered closed, and no further response is required.

Should you have any questions or require assistance, please contact Ms. Rhonda King at rhonda.king@dot.gov.

Sincerely,

**ROBERT F
BUCKLEY**

Digitally signed by
ROBERT F BUCKLEY
Date: 2025.07.22 10:52:33
-04'00'

Robert Buckley, AICP
Director, Office of Financial Management and Program Oversight

CONSULTING ENGAGEMENT
on the Limited Scope Review
of the
Broward Metropolitan Planning Organization

PERFORMED FOR
U.S. DEPARTMENT OF TRANSPORTATION

FEDERAL TRANSIT ADMINISTRATION



UNDER Contract No. 69319522D000006

Task Order No. 69319523F30021N

TASK ORDER NUMBER: 3

Contract Line Item Number 3.5

Prepared by

Sasvata, LLC

Draft Report Submission Date: June 30, 2024

Final Report Submission Date: November 19, 2024

**U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL TRANSIT ADMINISTRATION**

REPORT ON THE RESULTS OF THE LIMITED SCOPE REVIEW

BROWARD METROPOLITAN PLANNING ORGANIZATION

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To the Regional Administrator
Federal Transit Administration Region IV:

We have performed a limited scope review, requested by the Federal Transit Administration (FTA) of Broward Metropolitan Planning Organization (BMPO). BMPO's procurement practices, project management oversight, and payroll administration processes were reviewed for Fiscal Years (FY) 2021 through 2023. The procedures we performed, and the results of those procedures are presented in Section III of this report.

This engagement was conducted in accordance with standards on consulting services established by the American Institute of Certified Public Accountants. The sufficiency of the procedures presented in Section III is solely the responsibility of the FTA. Consequently, we make no representation regarding the sufficiency of the procedures either for the purpose for which this review has been requested or for any other purpose.

We were not engaged to and did not conduct an examination of BMPO's financial operations or systems, the objective of which would be the expression of an opinion on any management assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

The accompanying report identifies the procedures and the corresponding results of each procedure. The results of this review are intended solely for the information and use of FTA and are not intended to be and should not be used by anyone other than the specified parties. However, this report is a matter of public record, and its distribution is not limited.

Sasvata, LLC

June 30, 2024

SECTION I: Executive Summary

SECTION I: Executive Summary

Objectives of the Consultation Review

FTA issued a task order to Sasvata, LLC (Sasvata) to perform a FMO limited scope review of the BMPO. The BMPO is a direct recipient that primarily utilizes Federal Highways Administration (FHWA) flex funds which are flexed to the FTA 5307 program. The MPO also receives FTA 5303 program funds as a subrecipient to the Florida Department of Transportation (FDOT).

Upon review of assignment and in consultation with FTA's Region IV, Sasvata performed a limited scope review of BMPO's policies and procedures to determine whether they were adequate and effective to ensure compliance with FTA guidelines and in accordance with the United States Office of Management and Budget (OMB) Uniform Guidance (2 CFR 200). The engagement objectives included developing an understanding of BMPO's procurement practices, project management oversight, and payroll administration processes.

The areas subject to the review were limited to those involving oversight of FTA Transit funds and limited to answering only the following questions with respect to FYs 2021 - 2023. Specifically, were BMPO's:

- Policies and procedures adequate to ensure financial oversight of FTA funds?
- Procurement of vendor services and management of interlocal agreements in compliance with 2 CFR 200 requirements?
- Management of FTA funded projects in compliance with 2 CFR 200 requirements?
- Workforce recruitment efforts to support ongoing FTA funded projects in compliance with 2 CFR 200 requirements?

Procedures

The procedures presented in Section III of this report were designed to accomplish the objectives stated above. The procedures included developing an assessment of certain aspects of BMPO's operations as follows:

1. Determine if BMPO's policies and procedures were adequate to ensure financial oversight of FTA Transit funds in compliance with 2 CFR 200.302 requirements.
 - a. Request and review BMPO's financial accounting policies and procedures.
 - b. Interview BMPO's management and staff to validate the procedures outlined in the documents.
 - c. Request a general ledger report of all transactions for FYs 2021 - 2023 that were reimbursed by FTA.
 - d. Select and examine a sample of the transactions for compliance with 2 CFR 200 requirements for the presence of sufficient supporting documentation.
 - e. Examine the selected sample of transactions for compliance with BMPO's financial accounting policies and procedures.
2. Determine if BMPO's procurement of vendor services and management of interlocal agreements were in compliance with 2 CFR 200.318 and 2 CFR 200.320 requirements.

SECTION I: Executive Summary

- a. Request a listing of all open and closed contracts and agreements for FY 2021 - 2023 that were funded by, or in part by, FTA funds.
 - b. Select and examine a sample of the contracts and agreements for compliance with 2 CFR 200.318 and 2 CFR 200.320 requirements.
 - c. Examine the selected sample of the contracts and agreements for compliance with BMPO's procurement policies and procedures.
3. Determine if BMPO's management of FTA funded projects were in compliance with 2 CFR 200.302 (a) & (b) and 2 CFR 200.305(b) requirements.
 - a. Request a listing of open and closed projects between FY 2021 - 2023 that were supported with FTA funds.
 - b. Select and examine a sample of the projects to determine compliance with 2 CFR 200.302 (a) & (b) and 2 CFR 200.305(b) requirements for project management.
 - c. Examine the selected sample of the projects to determine compliance with BMPO's project management policies and procedures.
4. Determine if BMPO's workforce recruitment processes and procedures to support ongoing FTA funded projects were in compliance with 2 CFR 200.430 requirements.
 - a. Request a listing of employees between FY 2021 - 2023 who worked on FTA funded activities with information to include:
 - i. Demographics indicators (race, gender, and education)
 - ii. Years of industry experience (pre-employment or current employment);
 - iii. Education status
 - iv. Dollar amount of salary allocated to FTA activities.
 - b. Compare BMPO demographic composition to current census data pertinent to race and gender.
 - c. Review BMPO's human resource and payroll management policies and procedures for compliance with 2 CFR 200.430 requirements.

SECTION I: Executive Summary

Conclusion

Based on our procedures, we determined that BMPO's policies and procedures were adequate and complied with FTA guidelines in accordance with the 2 CFR 200.

However, our review noted that improvements could be made in the areas of procurement and human resources policies and procedures. As such, we recommend that BMPO:

- Continue its review and efforts of all procurement documents to ensure that all documents are completely and correctly dated and signed by the appropriate authorizing official.
- Review and update, as necessary, its 1) human resources policies; 2) procedures; and 3) employee handbook.
- Edit the language and verbiage in the employee handbook to ensure materials reflect current BMPO's practices.

SECTION II: Background

SECTION II: Background

Recipient Description

BMPO is a quasi-governmental entity composed of 31 members of Broward County, Florida government and municipalities that plan for and coordinate the transit needs of more than 1.9 million residents, and over 13 million annual visitors. BMPO is responsible for legislating policy on local transportation issues and deciding how to collaboratively spend FTA funding on transportation projects within Broward County.

The voting members of the BMPO Board are elected officials who represent the Broward County Board of County Commissioners, the 31 Broward municipalities, the South Florida Regional Transportation Authority (SFRTA/Tri-Rail), and the School Board of Broward County. BMPO works with transportation stakeholders who represent all segments of the MPO's planning areas, including, but not limited to, individual members of the public, civic and community groups, government agencies, and planning organizations at the local, county, state and federal levels.

Recipient History

A comprehensive understanding of BMPO's history and organizational development is necessary to accurately assess BMPO's technical capacity and continuing operational viability.

The 1977 Florida Legislature created MPO to encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within and through urbanized areas of this state while minimizing transportation-related fuel consumption, air pollution, and greenhouse gas emissions through metropolitan transportation planning processes.

Until 2010, the Broward County Government sponsored the BMPO both financially and operationally. The overall population in Southeast Florida exploded exponentially in the early 2000s, and Broward County was no exception. As the population increased across the greater than 1,224 square mile county, homeowner associations evolved into small municipalities. As the number of small municipalities grew, so did the perception that funding was not fairly allocated. The perception was that the Broward County Government was controlling the funding and decision making of the BMPO by virtue of the BMPO's dependence on the Broward County Government for financial and operational support; thus, the perception was that the Broward County Government was receiving the larger share of resources because the County sponsored the BMPO. In response to this perceived conflict of interest, in 2010 the BMPO Board voted to separate from the Broward County Government and to establish independence. In June of 2010, the BMPO entered into a local agreement with the SFRTA for administrative and financial services support. In August of 2010, BMPO physically moved its entire operation from the Broward County Government offices to the current location at 100 W. Cypress Creek Road, Fort Lauderdale, Florida. On February 3, 2010, BMPO hired its own staff, including its first in-house finance manager, its second executive director and a chief of staff. The only remaining member of the original executive team hired in 2010 is the current executive director who has served for 14 years.

SECTION II: Background

In 2015, BMPO began seeking alternatives to administrative and financial services dependence on SFRTA due to continued technology disruptions that compromised SFRTA's financial information system that, in turn, impacted BMPO's financial records. BMPO's concern was the security of their financial management system housed within the SFRTA technology system. On October 10, 2015, BMPO entered into an interlocal agreement with the City of Ft. Lauderdale in order to establish a \$3,000,000 line of credit for administrative services. BMPO had previously been financially dependent upon two sponsoring entities (Broward County Government then SFRTA) for administrative and financial services support. To be completely independent, BMPO needed 'start-up' funding which was provided by this agreement.

Award and Project Activity

This table presents a listing of BMPO's open awards at the time of the consulting engagement:

Award Number	Award Name	Date Executed	Award Amount	Amount Expended	Remaining Balance
FL-2016-003	Fare Interoperability Pilot and Mobile Ticketing Project	October 1, 2015	\$3,290,000	\$1,658,749	\$1,631,251
FL-2016-028	Downtown Fort Lauderdale Mobility Hub: Streetscape	October 1, 2015	\$3,500,000	\$3,252,248	\$247,752
FL-2018-048	FY17 5307 Hollywood / University Gateway Hub	October 1, 2017	\$800,000	\$707,518	\$92,482
FL-2019-008	FY 2018-19 UPWP - Broward MPO, Miami UZA	October 1, 2018	\$1,000,000	\$868,574	\$131,426
FL-2020-012	Capital; Transit Mobility Hubs; Broward MPO, Miami FL UZA	October 1, 2019	\$1,000,000	\$931,836	\$68,164

SECTION III: Procedures & Results

SECTION III: Procedures & Results

Sasvata performed a limited scope review of BMPO's policies and procedures that were in place for FY 2021 - 2023 to determine whether they were adequate and effective to ensure compliance with FTA guidelines and in accordance with the Uniform Guidance 2 CFR 200. The engagement objectives covered the areas of procurement practices, project management oversight, and payroll administration. This section discusses the procedures performed to address each area and the results and conclusions of our testing.

1. Were policies and procedures adequate to ensure financial oversight of FTA funds in compliance with 2 CFR 200.302 requirements?

Criteria. Policies and procedures related to financial management of federal grants are outlined in 2 CFR paragraphs 200.302(b), 200.334, 200.335, 200.336, and 200.337). These paragraphs contain requirements for the following:

- Identification of all federal awards in recipients' accounting systems.
- Maintenance of Accurate, current, and complete disclosure of the financial results.
- Maintenance of Records that adequately identify the source and application of funds.
- Effective control over, and accountability for, all funds, property, and other assets.
- Comparison of expenditures with budget amounts for each Federal award.
- Written procedures to implement the requirements of paragraph 200.305 Federal Payment.
- Written procedures for determining the allowability of costs in accordance with subpart E and the terms and conditions of the Federal award.

Results

We requested and obtained a report of all general ledger transactions for expenses that were reimbursed by FTA for FYs 2021 - 2023. The report provided contained 742 transactions at a net value of \$5,858,195 as shown in Table 1 showing a summary of the transactions by fiscal year. Details of transactions by grants and account General Ledger (GL) Accounts are shown in Appendix B beginning on page 59.

Table 1: Transactions representing Expenses reimbursed with FTA Funds

Grant FY	No. of Entries	Total Debits	Total Credits	Net Account Activity
2021	184	\$4,338,904	\$1,422,137	\$2,916,766
2022	338	\$1,457,657	\$402,889	\$1,054,578
2023	220	\$2,243,446	\$356,595	\$1,886,851
Total	742	\$8,040,007	\$2,181,621	\$5,858,195

SECTION III: Procedures & Results

Table 2: Transactions selected for Testing

FY	Total Number of Transactions	Number of samples	% of Transactions Selected	Total Value Debits	Value	% of Transactions Sampled
2021	184	7	3.80%	\$4,338,904	\$1,121,474	25.85%
2022	338	17	5.03%	\$1,457,657	\$255,719	17.54%
2023	220	23	10.45%	\$2,243,446	\$607,551	27.08%
Total	742	47	6.33%	\$8,040,007	\$1,984,745	24.69%

Allowability

The transactions were reviewed for allowability as defined in 2 CFR § 200.403. Of the 47 transactions tested, our review determined that one (1) transaction was unallowable. This transaction was dated December 3, 2021, and was coded to ‘Travel’ (020-1.0-520-4010) in the amount of \$966.00. The expense was the Holiday Party luncheon on the local dinner boat cruise on December 3, 2021. The journal entry was corrected on May 16, 2022, and was not charged to FTA as a reimbursement request.

To obtain additional assurance regarding accounting operations, we reviewed the independent auditors report for the time period covering April 21, 2021, to April 19, 2022. Our review determined that the auditor issued “Unqualified” audit opinions for FYs 2020 - 2022 with no findings cited in the audit reports.

Reasonableness

In addition to testing for allowability, we also tested the sampled transactions for reasonable cost consideration. 2 CFR 200.404 defines a cost as reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. Our review noted no exceptions.

Compliance with BMPO’s financial accounting management policies and procedures

Our testing of the documents sampled for review also tested for compliance with BMPO’s financial accounting management policies and procedures.

We obtained and reviewed BMPO’s Financial Accounting Policies and Procedures. The policies and procedures are comprehensive, dynamic, easy to understand and clear. They present step by step instructions that cover all aspects of the financial operations of the organization. The policies and procedures are reviewed and revised to coincide with updates to federal, state, or other regulatory requirements, and well as those that are necessitated using computerized financial management systems.

We also conducted a walk-through of BMPO’s financial management processes with accounting personnel to confirm our understanding. The walk-through of the processes demonstrated that each invoice received is reviewed at several points and the duties within the process are separate as described in the policies and procedures. Part of the review process is to collect all supporting pre-approvals and documentation from pre-approval to final payment. The approval process for

SECTION III: Procedures & Results

invoices had multiple levels of authorizations. The computerized accounting system is robust with detailed entry requirements that prevent double entry of the same transaction. We then examined each sampled transaction to determine if they adhered to these policies and procedures. No exceptions were noted. Each invoice in the selected sample had sufficient supporting documentation and approvals. Segregation of duties was clearly demonstrated through the supporting documentation, interviews, and walk-throughs. Every transaction had a supporting invoice and referenced a general ledger account entry.

Our review of BMPO's accounting system reveals that it produces robust reports that provide sufficient detail to enable the organization to effectively manage budgets, grants, expenses, and revenue by grant, funding source, project, and expense or revenue type. The input into the system is carefully monitored through internal controls including, amongst other measures, a system of checks and approvals.

Procurement

As part of our review, we tested BMPO's compliance with procurement provisions of the uniform guidance. 2 CFR 200.318 contains guidelines for procurement activities including requirements to maintain written procurement procedures, maintaining oversight to ensure contractors comply with the terms of their contracts; maintaining written standards of conduct as well as covering conflicts of interest, and avoiding acquisition of unnecessary or duplicative items. 2 CFR 200.320 contains guidelines pertaining to methods of procurement including formal and informal, micro purchases, sealed bids and the proposal process.

To test compliance with the procurement provisions of 2 CFR 200.318 and 2 CFR 200.320, we requested and obtained a listing of all open and closed contracts and agreements for FY 21-23 that were supported using FTA funds. The analysis showed that there were 62 procurement actions of which 35 were open and 27 were closed. See Appendix C for a listing of procurement actions including the vendor and project names.

We selected a judgmental sample of 24 transactions representing 39% of all transactions processed as shown in Table 3 below to determine compliance with 2 CFR 200.318 and 2 CFR 200.320.

Table 3: Sample size selection for review

Contract Type	Population	% of Total	Sample Size	% Sampled
Exempt	3	5%	0	0%
Interlocal	20	31%	9	45%
Piggyback	2	3%	1	50%
Retainer	1	2%	1	100%
RFP	6	10%	2	33%
RFQ	7	11%	2	29%
Small Purchase	1	2%	0	0%
Sole Source	19	31%	9	47%
Subrecipient	3	5%	0	0%
Column Total	62	100%	24	39%

SECTION III: Procedures & Results

BMPO appeared to have an unusual number of sole source procurements at 31% of Total. The sample files selected for review had very detailed justifications supporting the reason for the sole source. The justifications included things such as:

- BS&A Software – The usage of Andrews Technology in a sole source procurement was well documented. The justification included a letter from BS&A Software stating that Andrews Technology was the only BS&A partner for time and attendance solutions. If BMPO had not used Andrews Technology, they would not have been able to keep BS&A Software for their time and billing solution. Changing time and attendance solutions would have been a more costly endeavor. This was considered reasonable.
- mySidewalk – BMPO has been using this software since 2017. In their justification, BMPO stated, “mySidewalk provides its platform to more than 175 communities and organizations across the United States and is the only web-based software platform that features over 2,300 preloaded datasets and attributes assigned or pre-apportioned across 16 full censuses, postal, and political, layers of geography. mySidewalk provides hundreds of proprietary data templates/recipes, time series projections, and the ability to integrate user specific datasets which makes it a unique and powerful analysis engine for city scale decision making and communication.” This was also a renewal contract. BMPO had used this tool to create a number of its own items for use. This was considered reasonable.
- Urban Health Partnerships (UHP) - In 2012, BMPO first partnered with UHP to develop the Complete Streets Design Guidelines. UHP, considered a non-traditional transportation partner in the past, introduced the importance of health in relation to transportation. They utilize them for the Safe Streets Summit (SSS). BMPO stated that “UHP possesses the unique combination of experience and distinctive technical knowledge specific to the planning and execution of this type of training conference. UHP leverages existing relationships with non-profits, hospitals, government agencies and other non-profits to ensure all perspectives are discussed and included as part of the SSS” and “To ensure the continued success of the SSS and make efficient use of limited resources, the BMPO recommends securing the services of UHP to continue to lead this important effort on behalf of the BMPO and its planning partners.” This was considered reasonable.

Review of procurements that were competitively bid included all components required by 2 CFR 200 and the entire process from decision to bid to execution of the resulting contract were well documented and supported. No exceptions were noted with regard to compliance with 2 CFR 200.318 or 2 CFR200.320.

Compliance with BMPO’s procurement policies and procedures

The same sample used to test for compliance with 2 CFR 200’s procurement provisions was used to test BMPO’s compliance with its internal policies and procedures. BMPO has two documents that guide the procurement activities. The original document, titled “Procurement Rules” was adopted by the Board of Directors on October 12, 2010. The second document, titled “Procurement Procedures” became effective on October 20, 2023.

SECTION III: Procedures & Results

The document's stated purpose is to provide practical direction to BMPO personnel in the execution of The Procurement Rules approved by the BMPO's Governing Board on July 8, 2021. Overall, the document is a clear policy with procedures for procurement processes and encompasses references to federal, state, and local laws. The document included sample documents to be used in the procurement process, including designated signatories throughout the procurement process. Separation of duties and oversight is well described throughout. The policies and procedures included reference to the Federal Transit Administration (FTA) funded contract. Review and approval signatures, along with implementation dates were not present within the policies and procedures.

Although the Procurement Rules were in place in October 2010, they were not followed as described. From March 2015 through October 2022, procurements were handled by one staff person, who retired at the end of October 2022. The actual process in practice was to consult with the BMPO attorney to determine the procurement type to use for purchases over a particular threshold. If the procurement were to be competitively bid, the procurement manager would have the attorney draw up the contract and then the competitive procurement was written using the contract.

Since the retirement of the original procurement manager in October 2022, the procurement department now consists of three people, two of whom came from South Florida Transportation Authority. Both bring with them many years of experience in transportation related procurement. BMPO is updating the Procurement Rules; however, a draft was not available.

We conducted a walk-through of the procurement process with the procurement manager. Procurements over \$30,000 and sole-source procurements were included in the walk-through discussion. If the purchase requires a specialized or technical description, a consultant may be brought in to provide an accurate scope for the purchase description. If the purchase is from a sole source less than \$30,000, the same approval process is required wherein the executive management and procurement review the request. For sole source requests, procurement reviews the justification first and then requests additional information. Next, the request is either corrected or rejected. The responsibility for justification of sole source lies with the purchaser; procurement checks for reasonableness of the justification. Requests for all procurements include multiple approvals, documentation of the cost of the purchase, and support for the estimated cost. The policies and procedures accurately describes the processes in practice. Vendor evaluations have been added to the procurement process, but the policies and procedures have not been updated to reflect the vendor evaluations.

We reviewed the sample selected and noted some minor errors in the interlocal agreements as follows:

- City of Lauderdale Lakes (dated 12/8/2022) – Page 2 of 15 of the agreement (page 3 of 16 of the PDF as it includes the cover letter) - Two lines were not completed, specifically the lines that said the City authorized the Mayor and City Manager to execute the agreement, and the BMPO Board authorized its employees to execute the agreement. The lines say “Whereas, on _____, 2022...” Also, on page 7 of 15 (page 8 of 16 of the PDF), the effective date line was blank. It read “The agreement shall be effective as of

SECTION III: Procedures & Results

_____, 2022.” It is noted that the agreement was appropriately signed, approved, and notarized by parties for both BMPO and the City of Lauderdale Lakes.

- City of Miramar (dated 3/20/2019) – Page 7 of 14 of the agreement (page 8 of 22 of the PDF) - the effective date line was not completed; it read “The agreement shall be effective as of _____, 2019.” It is noted that the agreement was appropriately signed, approved, and notarized by parties for both BMPO and the City of Miramar.

Additionally, there were minor errors noted in regular procurement files similar in nature to those in the interlocal agreements as noted below:

- AllCovered Konica (dated 11/15/2019)
 - Page 6 of 80 of the PDF the day of November 2019 line was blank.
 - Page 7 of 80 of the PDF, the line for the date when the BMPO Board authorized the signature of the agreement was blank.
 - It is noted that the agreement was appropriately signed, approved, and witnessed by parties for both BMPO and Konica.
- City of Fort Lauderdale (dated 10/8/2015)
 - Page 1 of 11 of the PDF, the date is missing from the beginning of the agreement in 2015.
 - Page 2 of 11 of the PDF, the dates are missing for when the BMPO Board authorized its employees to execute the agreement, and when the City Commission authorized the Mayor and City Manager to execute the agreement.
 - It is noted that the agreement was appropriately signed, approved, and witnessed by parties for both BMPO and Fort Lauderdale.

During the transaction review, we noted unusually high legal costs. As such, we included several legal invoices for review as part of our sample. As part of our analysis of legal fees we noted that there were no legal fee transactions in 2021, one in 2022 but 21 in 2023. For a listing of all legal fees see Appendix D on page 69.

One of those transactions was for Background Screening, the other 20 were either labeled “Legal Fees” as journal entries or were invoices paid to Weiss, Serota, Helfman, Cole & Bierman for legal counsel services”. Although the supporting documentation was present for the invoice payments, it was noted that the invoices in question were all related to outside services purchased by the law firm and billed back to BMPO. The description of outside services purchased by the law firm and invoiced to BMPO are “Study Local Municipality capabilities deliver federal funded projects” and “Study to provide administrative support for federally funded projects.”

We obtained and reviewed this contract, which was dated March 12, 2007, and states the scope of service “As Legal Counsel for the BMPO, we will be responsible for all BMPO’s legal matters.” We asked about the legal invoices showing purchase of outside services billed to FTA, and was informed that the retainer for legal services is continued each year by the Board of Directors and that there are no amendments, addenda, etc., available to support the change of scope in legal services to include the purchase of outside services to do studies related to local municipalities’ capacity to deliver federally funded projects and/or to provide administrative

SECTION III: Procedures & Results

support for federal funded projects. Table 9 provides a summary of the legal invoices that include the purchase of outside services for studies.

SECTION III: Procedures & Results

Table 4: Summary of invoices for Clary Consulting paid through legal invoicing.

Fund Source	Date of Invoice	Invoice Number	Invoice Total	Outside/Study (MTECC)	Legal MTECC	MTECC Total
FHWA	9/14/2021	245192	\$34,441	\$13,545	\$1,360	\$14,905
FHWA	12/31/2021	248987	\$35,322	\$22,994	\$2,251	\$25,245
FHWA	3/10/5492	JV	\$36,539			\$36,539
FHWA Total			\$106,302	\$36,539	\$3,611	\$76,689
FTA	11/23/2022	262247	\$27,449	\$9,100	\$7,094	\$16,194
FTA	1/23/2023	264339	\$57,100	\$35,580	\$12,032	\$47,612
FTA	3/29/2023	266644	\$30,150	\$7,757	\$10,500	\$18,257
FTA	4/12/2023	267597	\$78,597	\$62,890	\$1,510	\$64,400
FTA TOTAL			\$193,296	\$115,327	\$31,136	\$146,463
Combined Total			\$299,598	\$151,866	\$34,747	\$223,152

BMPO explained the ‘studies’ related to the Metro Transportation Engineering & Construction Cooperative (MTECC) project and provided documentation related to the purpose and background of these studies and the formation of the MTECC. According to the documentation, in March 2018, the Board of Directors voted to initiate the formation of a committee to be called “Mayors and Elected Officials Roundtable Committee”. The Board directed BMPO staff to set up and host the initial meeting, which was held in April of 2018. The purpose of the roundtable committee was to bring elected officials and city managers together to discuss and understand the region’s transportation needs and how projects were developed, funded, and delivered. The BMPO Board tasked the Committee to prepare a study of the abilities of local governments to manage federally funded projects. According to BMPO, Florida Department of Transportation (FDOT) has been managing the flow-through of federal funds for the local municipalities, who lacked internal capacity to self-manage the funds and implement projects for the last six (6) years. However, FDOT would like to be relieved of this responsibility. BMPO offered to serve as the third-party administrator of these flow-through funds, but FDOT determined doing so would be a conflict of interest.

BMPO also offered to manage the feasibility studies in-house, but again, FDOT determined this would be a conflict of interest. As such, the Board directed “its attorney” to conduct the feasibility studies, to which FDOT found no conflict of interest. The law firm was tasked to conduct a feasibility study to determine the capabilities of the local municipalities to deliver (design and construct) federally funded projects (FHWA and FTA). The law firm did a sole-source contract with Clary Consulting to conduct the studies. We noted that the author of the studies is currently the executive director for the entity proposed by the studies. The BMPO executive director stated this appointment is short-term until the organization can become fully operational and hire an executive director in a competitive process. BMPO stated that FDOT approved the use of FTA and FHWA funds for the studies and resulting entity (MTECC) initial development. There was no clarity on how MTECC will be funded moving forward.

The current status of the MTECC Project: The subcontractor who conducted/led the studies and developed the administrative processes and creation of MTECC is now the Executive Director of MTECC. Three current BMPO board members are the make-up of the newly established MTECC Board.

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BMPO's legal expenses were also impacted by the series of anonymous whistleblower letters that were sent to the Board, FDOT, FTA, and FHWA in May of 2022. The executive director stated that FTA FDOT, and FHWA were notified about the letters.

The procurement files, otherwise, appeared to be in order and documented properly without exception. We therefore conclude that BMPO is in compliance with 2 CFR 200.318 and 2 CFR 200.320 requirements for vendor services and management of interlocal agreements.

Project Management

As part of our review, we tested BMPO's compliance with project management provisions of the uniform guidance. 2 CFR 200.302 and 2 CFR 200.308 contain requirements relating to project management funded through federal awards. They include provisions for accounting for project related expenses, a financial management system, and oversight activities related to project budget, scope, and objectives.

We conducted a walk-through of project management as a function of procurement follow-up processes. Each project is managed by an assigned project manager who has project specific experience and expertise. The executive management team reviews reports. Cost management and progress management are combined and monitored throughout the lifespan of each project.

To test compliance with the project management provisions, we requested and obtained a listing of open and closed projects between FY 21-23 that were supported by FTA funds. There were a total of 18 awards, 10 of which were closed and 8 remained open at the time of our review. See Appendix E for a list of all projects. We selected and examined a sample of the projects to determine compliance with 2 CFR 200 requirements for project management. No exceptions were noted.

Compliance with BMPO's project management policies and procedures

BMPO'S Project Management Policies and Procedures contain fourteen (14) document libraries containing guidance related to project management including status reporting, project analysis checklist, and a lessons learned register.

We found the Project Management policies and procedures to be very precise and detailed. The walk-through of the project management process followed the policies and procedures in each step of review, approval, and documentation. BMPO does not have a single point of project management, and recognizes that as the organization grows, such a position will be necessary. Currently, the executive management team serves as the oversight for all projects.

To test compliance with BMPO's project management policies and procedures we examined the same samples tested for 2 CFR 200 requirements for project management. No exceptions were noted.

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Human Resource Management

As part of this limited scope review, we tested BMPO's compliance with 2 CFR 200.430. This provision contains provisions related to personnel compensation. We requested and obtained a listing of all employees who worked on FTA funded activities between FY 21-23. We requested that the following data be included in the information provided:

1. Demographic (race, gender, education)
2. Years of industry experience (pre-employment, current employment)
3. Educational status
4. Dollar amount of salary allocated to FTA activities

Our review and analysis of the data showed no significant disparities or non-compliance with the provisions of 2CFR 200.430. For details of our analysis of BMPO personnel data, see Appendix F.

Highlights of the analysis revealed the following:

- The gender composition of BMPO slightly shifted in FY 2022, and again slightly in FY 2023 toward a higher percentage of male employees as shown in Table 12.
- Incoming employees had an average of 12.3 years of professional experience. The average length of employment at BMPO is 4.2 years with employees having an average of 16.4 years of overall professional experience.
- The majority of employees at BMPO have a bachelor's or master's degree in their area of discipline. The educational demographics of the organization have remained largely stable over the period of review.

We compared BMPO employee demographic composition to current census data with regard to race and gender.

Data for Broward County from the 2020 Census and the 2022 Community projections are provided in comparison to the composition of BMPO by race/ethnicity (Table 18). The largest difference is the under-representation of Hispanics and over-representation of Whites at BMPO in comparison to the County population composition. The disparity in American education has long been an issue and given that the positions at BMPO require professional degrees, the underrepresentation of Hispanic professionals as a function of access to education is expected. A large population of Hispanic residents are newly immigrated and not likely to have had the same educational opportunities as those Hispanics who are US born.

Table 5: Census Data compared to BMPO human resource data: race/ethnicity

Race	% of Total	BMPO			
		Average	2021	2022	2023
Asian	3.53%	4.36%	4.44%	4.00%	4.66%
Black or African American	27.60%	23.87%	26.67%	24.00%	20.93%
Hispanic	26.46%	16.72%	15.56%	16.00%	18.60%

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White	34.20%	55.05%	53.33%	56.00%	55.81%
Other	8.21%	0.00%	0.00%	0.00%	0.00%
	100%	100.00%	100.00%	100.00%	100.00%
https://datausa.io/profile/geo/broward-county-fl#:~:text=The%205%20largest%20ethnic%20groups,%2DHispanic)%20(3.53%25).					

In 2021, there were 83,682 students enrolled in Broward County institutions of higher education. Of those individuals, 34.4% were men and 65.6% were women (Data from the Integrated Postsecondary Education Data System (FEDS) Fall Enrollment <https://datausa.io/profile/geo/broward-county-fl#education>). This information supports an increased number of females seeking higher education, and thus reflects an increased pool of viable female applicants for BMPO.

Data for Broward County from the 2020 Census and 2022 Community Projections reveal that the population of Broward County is comprised of 96.4 males for every 100 females, which translates to a composition of 49.08% of males and 50.92% of females in the County. BMPO's average gender composition for the time-period of review is 39.88% female and 60.12% male (Table 19). Transportation and especially engineering, has largely been male dominated over American history. Accordingly, the ratio of males to females as representative of the County population aligns to the male to female representation historically in America per these areas of service.

Table 6: Census Data compared to BMPO human resource data: gender

Gender Ratio	Census	BMPO			
		Average	2021	2022	2023
Female 100	50.92%	39.88%	44.44%	38.00%	37.21%
Male 96.4	49.08%	60.12%	55.56%	62.00%	62.79%
	100%	100.00%	100.00%	100.00%	100.00%
https://data.census.gov/table/ACSST5Y2022.S0101?g=050XX00US12011&tid=ACSST5Y2022.S0101					

By race in 2021, the largest number of students enrolled in Broward County institutions of higher education were Hispanic or Latino, followed by Black or African American, both surpassing White student enrollment (Data from the Integrated Postsecondary Education Data System (FEDS) in the Fall of 2021 <https://datausa.io/profile/geo/broward-county-fl#education>). As these students complete their education, BMPO's opportunities to further diversify their human resources increases significantly.

In reviewing the organization's ability to recruit and hire a workforce that is as diverse as the County it serves, a list of applicants for the most recent job openings was requested. We requested a list of names by position, gender, race/ethnicity, and age. BMPO was only able to provide a list of names as they do not ask gender, race/ethnicity, or age on their applications. In reviewing the list of applicants, the list was representative by names of a diverse application pool.

Our analysis of payroll provided no data that was outside the expected ranges based on position type, education, and years of experience pre-BMPO, years of experience with BMPO and total years of experience. Employees were randomly queried about perceptions regarding fairness of pay, fairness in hiring, and fairness in promotion opportunities. Reported 'more than satisfied' response, and 'yes, they are more than fair, I wouldn't work anywhere else' was consistent

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notable. Two employees mentioned that working at BMPO had been a professional goal and they were planning to retire from BMPO.

Review BMPO's human resource and payroll management policies and procedures

BMPO's Employee Handbook was created on September 1, 2021, and updated on October 1, 2022. The manual is distributed to employees who must sign an "Acknowledgement/Receipt of MPO Policies and Procedures Manual." The manual contains guidelines related to employee relations such as administration, employment, and rules of work.

During the site visit, interviews were conducted with the human resources manager, executive management, and various employees. A copy of the BMPO Biennial Salary Study dated October 2021 was provided and reviewed. The updated study for 2023 was not ready at the time of this review.

The organizational chart presents a typical hierarchical structure; however, the employee handbook presents a flatter structure. The handbook enables the executive management team to step in on any personnel issue, at any point, and does not have to include the direct supervisor. Executive management has the final say in personnel matters, and employees can go directly to executive management bypassing their direct supervisor.

The hiring process, as described in the policies and procedures, appeared redundant and overloaded with executive management involvement at all parts of the hiring process. The payroll policies and procedures also appeared to be driven by executive management with little involvement of other departments or levels of the organization. The payroll policies indicated the use of a biennial salary study that was used to set pay scales and a cost-of-living adjustment calculation done annually by the Board of Directors.

Onsite interviews provided insight into the organization's processes regarding hiring, personnel decisions, payroll, and pay determinations. The seemingly 'flat' hierarchical structure of the organization described in the policies and procedures is a dynamic mentoring organization. Executive management, who intend to retire in the next five to ten years, is teaching the newer generation of the organization how to manage and run the organization. Notable was the gap in organizational memory between newer members of the executive management team and the executive director. Also noted was the memory gap between the second generation of the management team and the almost third generation of lower-level staff. The interviews provided insight into the clear distinction of three generations of employees within BMPO. The human resource and payroll policies and procedures were authored by the BMPO attorney on retainer, which is clear in the verbiage used within the policies.

The policies and procedures identified annual reviews, opportunities for internal promotion, preference for internal promotion, and continual evaluation of pay scales and this was confirmed through our interviews. However, missing from the policies and procedures was verbiage describing the ongoing mentoring that occurs daily within the organization between executive management and the working team members. While the policies reference involvement of executive management in the interview process; in practice, the executive management team

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conducts the first interview to determine how the interviewee will best fit the organization. Younger team members are included in this process to learn how executive management assesses each interviewee for organizational fitness. The second interview is conducted by the team with whom the interviewee will be working and includes skill tests and demonstrations to prove specific skill sets. Executive management participates as a point of support for the team. The final interview with the executive director includes team members that mentor them on how to conduct a final interview and make an offer of employment. And the final interview is conducted with the executive director as a ‘welcome to the team’ process. The policies and procedures for completing applications for employment indicate that if an applicant is unable to complete the application online, there is no follow-up or opportunity to be notified that the online application process is incomplete. In practice, however, BMPO goes above and beyond to engage all applicants to complete their application by the closing deadline.

BMPO should update the employee handbook, personnel, and payroll policies and procedures to better reflect actual organizational practices. BMPO’s practices out-perform the functions described in the policies and procedures for human resource management and payroll practices.

Other Provisions of 2 CFR 200

Our review of BMPO financial operations also tested for compliance with several other provisions of 2 CFR 200 and noted no exceptions as listed below:

- 2 CFR 200.302 (b) - Financial management. Identification of all federal awards in recipients accounting systems.
- 2 CFR 200.302 (b) (2) - Maintenance of Accurate, current, and complete disclosure of the financial results.
- 2 CFR 200.302 (b) (3) - Maintenance of Records that adequately identify the source and application of funds.
- 2 CFR 200.302 (b) (4) - Effective control over, and accountability for, all funds, property, and other assets.
- 2 CFR 200.302 (b) (5) - Comparison of expenditures with budget amounts for each Federal award.
- 2 CFR 200.302 (b) - Written procedures to implement the requirements of paragraph 200.305 Federal Payment.
- Written procedures for determining the allowability of costs in accordance with subpart E of paragraph 200.302 (b) and the terms and conditions of the Federal award.

Recommendation(s)

Based on the procedures performed, we recommend that BMPO review all procurement documents as a process to tie up loose ends regarding missing dates, signatures, etc. We would also recommend that BMPO review their payroll and human resources policies and procedures

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and employee handbook and update the language and verbiage to better describe the actual practices of the organization.

SECTION IV: Summary of Procedures & Results

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<i>PROCEDURE</i>	<i>RECOMMENDATIONS</i>	<i>CORRECTIVE ACTIONS IMPLEMENTATION DATE</i>
1. Determine if BMPO's policies and procedures were adequate to ensure financial oversight of FTA funds in compliance with 2 CFR 200.302 requirements.	No recommendations.	Not Applicable.
a. Request and review BMPO's financial accounting policies and procedures.	No recommendations.	Not Applicable.
b. Interview BMPO's management and staff to validate the procedures outlined in the documents.	No recommendations.	Not Applicable.
c. Request a general ledger report of all transactions for FY 2021-23 that were reimbursed by FTA.	No recommendations.	Not Applicable.
d. Select and examine a sample of the transactions for compliance with 2 CFR 200 requirements for the presence of supporting documentation.	No recommendations.	Not Applicable.
e. Examine the selected sample of the transactions for compliance with BMPO's financial accounting policies and procedures.	No recommendations.	Not Applicable.
2. Determine if BMPO's procurement of vendor services and management of interlocal agreements were in compliance with 2 CFR 200.318 and 2 CFR 200.320 requirements.	We recommend that BMPO review all procurement documents as a process to tie up loose ends regarding missing dates, signatures, etc.	Not Applicable.

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<i>PROCEDURE</i>	<i>RECOMMENDATIONS</i>	<i>CORRECTIVE ACTIONS IMPLEMENTATION DATE</i>
a. Request listing of all open and closed contracts and agreements for FY 2021-23 that were funded with FTA funds.	No recommendations.	Not Applicable.
b. Select and examine a sample of the contracts and agreements for compliance with 2 CFR 200.318 and 2 CFR 200.320 requirements.	No recommendations.	Not Applicable.
c. Examine the selected sample of the contracts and agreements for compliance with BMPO's procurement policies and procedures.	No recommendations.	Not Applicable.
3. Determine if BMPO's management of FTA funded projects were in compliance with 2 CFR 200.302 (a) & (b) and 2 CFR 200.305(b) requirements.	No recommendations.	Not Applicable.
a. Request a listing of open and closed projects between FY 2021-23 that were supported with FTA funds.	No recommendations.	Not Applicable.
b. Select and examine a sample of the projects to determine compliance with 2 CFR 200.302 (a) & (b) and 2 CFR 200.305(b) requirements for project management	No recommendations.	Not Applicable.
c. Examine the selected sample of the projects to determine compliance with BMPO's project management policies and procedures.	No recommendations	Not Applicable.

SECTION IV: Summary of Procedures & Results

<i>PROCEDURE</i>	<i>RECOMMENDATIONS</i>	<i>CORRECTIVE ACTIONS IMPLEMENTATION DATE</i>
4. Determine if BMPO's workforce recruitment processes and procedures to support on-going FTA funded projects were in compliance with 2 CFR 200.430 requirements.	We recommend that BMPO review their payroll and human resources policies and procedures and employee handbook and update the language and verbiage to better describe the actual practices of the organization.	Not Applicable.
a. Request a listing of employees between FY 2021-23 who worked on FTA funded activities with information to include:	No recommendations.	Not Applicable.
b. Select and examine a sample of the contracts and agreements for compliance with 2 CFR 200.318 and 2 CFR 200.320 requirements.	No recommendations.	Not Applicable.
c. Examine the selected sample of the projects to determine compliance with BMPO's project management policies and procedures.	No recommendations.	Not Applicable.
5. Determine BMPO's technical ability to recruit the workforce necessary for on-going FTA funded projects in compliance with 2 CFR 200.430 requirements.	No recommendations.	Not Applicable.

SECTION IV: Summary of Procedures & Results

<i>PROCEDURE</i>	<i>RECOMMENDATIONS</i>	<i>CORRECTIVE ACTIONS IMPLEMENTATION DATE</i>
a. Request a listing of employees between FY 21-23 who worked on FTA funded activities with information to include: i. Demographic (race, gender, education) ii. Years of industry experience (pre-employment, current employment) iii. Educational status iv. Dollar amount of salary allocated to FTA activities.	No recommendations.	Not Applicable.
b. Compare BMPO demographic composition to current census data with regard to race and gender.	No recommendations.	Not Applicable.
c. Review BMPO's human resource and payroll management policies and procedures for compliance with 2 CFR 200.430 requirements	No recommendations.	Not Applicable.

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Appendix A: Summary of BMPO History

Table A1 below shows the evolution of BMPO as an organization from its creation in 1977 through March 2024.

Table A.1 Organizational progression of BMPO

Year	Event
1977 →	• August 29: Broward County Metropolitan Planning Organization (BMPO) created via Interlocal Agreement between: ○ Municipalities: City of Fort Lauderdale, City of Hollywood, City of Hallandale, City of Pompano Beach, City of Plantation, and ○ Broward County ○ Florida Department of Transportation ○ Each municipality and organization served as MPO Board Members • October 26: Interlocal Agreement: Broward County to provide County staff to administer the MPO functions, including financial, legal, and administrative services (housed within Broward County Government).
1979 →	• Interlocal Agreement added the municipalities of: ○ Deerfield Beach and Lauderhill
1980 →	• First MPO Director appointed • Deputy County Attorney appointed as General Counsel to the MPO Board
2000 →	• Interlocal Agreement added the 12 municipalities of: ○ Coral Springs, Davie, Margate, Pembroke Pines, Sunrise, Tamarac, Cooper City, Lauderdale Lakes, Miramar, North Lauderdale, ○ Oakland Park, and Parkland
2001 →	• Interlocal Agreement added the town of: ○ Southwest Ranches

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Year	Event
2003 →	- January 4: MPO Director retired - New MPO Director appointed
2004 →	- May: MPO Director resigned - Interim Executive Director appointed - November: MPO established a Governance Committee to determine if MPO could be an independent organization - Interlocal Agreement added the 10 municipalities of: - Coconut Creek, Dania Beach, Hillsboro Beach, Lauderdale-by-the- Sea, Lazy Lake, Lighthouse Point, Pembroke Park, Sea Ranch Lakes, - Weston, and Wilton Manors
2005 →	- MPO hires the Center for Urban Transportation Research (CUTR) (University of So. Florida) to prepare an Independence Study - Broward County was hit by Hurricane Wilma (delayed the MPO Board from acceptance of study results).
2006 →	- Interlocal Agreement added the municipality of: - West Park
2007 →	MPO retained its own General Counsel
2009 →	- January: Interim Executive Director removed at MPO Board's request - Interim Executive Director appointed (Current Executive Director)
	March: Executive Director appointed (Current Executive Director)

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Year	Event
2010 →	• MPO Board unanimously voted to separate from Broward County government and form an independent organization as the Broward Metropolitan Planning Organization. • Executive Director rehired • General Counsel retained • MPO staff hired (Staff remained at Broward County offices) • June: MPO entered into an Interlocal Agreement with South Florida Regional Transportation Authority (SFRTA) for administrative and financial services support • August: MPO relocated offices to 100 W. Cypress Creek Road, Fort ○ Lauderdale, FL (current building)
2017 →	• September: MPO Board terminated Interlocal Agreement with SFRTA • MPO established BS&A ERP System (Enterprise Resource Program)
2020 →	• Director of Transportation hired
2021 →	• June: CFO resigned • New CFO appointed (internal promotion) • Director of Finance retired • New CPA hired
2022 →	• February: Chief of Staff retired • April: CFO terminated • Director of Transportation assumed HR and Finance Departments • Operation and Budget Director appointed (internal promotion)
2023 →	• Operation and Budget Director promoted to Finance Director and assumed Finance and Procurement Departments

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Appendix B: General Ledger Information Requested

The following tables summarize the General Ledger information requested from BMPO for FYs 2021 through 2023:

Table B1: General ledger summary FY 2021

Grant FY 2021	GL Account	# of entries	Debits	Credits	Activity DR(CR)
2021					
Grant 026 FTA TRANSIT SYSTEMS PLAN GRANT	SPEAK UP BROWARD PHASE II	4	\$186,301.36	\$0.00	\$186,301.36
Grant 030 FTA FARE INTEROPERABILITY GRANT	FTA FARE INTEROPERABILITY GRANT	2	301,087.58	0.00	\$301,087.58
	FARE INTEROPERABILITY PILOT AND MOBILE	0	\$317,096.40	\$316,691.87	\$404.53
Grant 033 FTA BROWARD ANDREWS MOBILITY HUB GRANT	BROWARD ANDREWS MOBILITY HUB	7	\$2,718,120.21	\$949,268.47	\$1,768,851.74
Grant 041 FTA 5305D GRANT (80/20)	JANITORIAL SUPPLIES	13	\$4,201.41	\$0.00	\$4,201.41
Grant 042 FTA 5305D 80-10-10	TRAVEL	25	8,953.47	766.38	\$8,187.09
	MILEAGE	14	818.84	0.00	\$818.84
	OFFICE TRAINING	2	5,990.00	0.00	\$5,990.00
	JANITORIAL SUPPLIES	52	16,505.00	0.00	\$16,505.00
	OFFICE RENT	1	4,399.33	0.00	\$4,399.33
	IN KIND EXPENSE	10	47,861.18	0.00	\$47,861.18
	RENT	4	95,236.78	95,236.78	\$0.00
	IN KIND EXPENSE	1	1,286.00	\$0.00	\$1,286.00
	IN KIND EXPENSE	3	11,749.20	0.00	\$11,749.20
	IN KIND EXPENSE	1	7,793.16	0.00	\$7,793.16
Grant 043 FTA PLANTATION SUNRISE MOB HUB GRANT	PLANTATION SUNRISE MOBILITY HUB	2	34,917.15	0.00	\$34,917.15
Grant 045 FTA PEMB PINES MOB HUB	FTA PEMB PINES MOB HUB	2	113,747.74	0.00	\$113,747.74
Grant 046 FTA FTAT-SU	DATA COLLECTION	3	58,599.36	0.00	\$58,599.36
	COMPLETE STREETS COMM ENGAGEMENT	13	60,646.88	6,704.87	\$53,942.01
	COMPLETE STREETS TECHNICAL SUPPORT	6	45,091.23	0.00	\$45,091.23

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Grant FY 2021	GL Account	# of entries	Debits	Credits	Activity DR(CR)
	PLANNING TECHNICAL ASSISTANCE PROGRAM	8	53,468.92	53,468.92	\$0.00
Grant 047 FTA PLANTATION MOB HUB / COCONUT CREEK	GRANT 047 FTA PLANTATION MOB HUB / COCONUT CREEK	0	0	0.00	\$0.00
Grant 048 FTA HWD PLANNING	HWD/SR7 MOBILITY HUB	2	148,544.58	0.00	\$148,544.58
Grant 049 FTA CORAL SPRINGS MOB HUB PH I	CORAL SPRINGS MOBILITY HUB, PHASE I	2	18,093.24		\$18,093.24
Grant 050 FTA SUNRISE MOB HUB PH I	SUNRISE MOB HUB PHASE I	2	27,545.22		\$27,545.22
Grant 051 FTA HWD/SR7 CAPITAL	HWD/SR7 CAPITAL MOBILITY HUB	7	50,850.00		\$50,850.00
Total		184	\$4,338,904.24	\$1,422,137.29	\$2,916,766.95

Table B2: General ledger summary FY 2022

Grant FY 2022	GL Number	# of entries	Debits	Credits	Activity DR(CR)
2022					
Grant 026 FTA TRANSIT SYSTEMS PLAN GRANT	FTA TRANSIT SYSTEMS PLAN GRANT	0	\$0.00	\$0.00	\$0.00
Grant 030 FTA FARE INTEROPERABILITY GRANT	FTA FARE INTEROPERABILITY GRANT	0	\$0.00	\$0.00	\$0.00
Grant 033 FTA BROWARD ANDREWS MOBILITY HUB GRANT	BROWARD ANDREWS MOBILITY HUB	2	\$402,893.16	\$0.00	\$402,893.16
Grant 040 FTA PUBLIC TRANSPORTATION GRANT	FTA PUBLIC TRANSPORTATION GRANT	7	\$9,652.81	\$0.00	\$9,652.81
Grant 041 FTA 5305D GRANT (80/20)	TRAVEL	17	\$7,672.93	\$0.00	\$7,672.93
	MILEAGE	25	\$1,092.22	\$0.00	\$1,092.22
	STRATEGIC BUSINESS PLAN	2	\$1,743.92	\$1,743.92	\$0.00
	LEGAL FEES	1	\$7,433.65	\$0.00	\$7,433.65
	OFFICE TRAINING	9	\$4,025.00	\$0.00	\$4,025.00
	JANITORIAL SUPPLIES	9	\$2,067.28	\$1,933.87	\$133.41
	OFFICE SUPPLIES - GENERAL	3	\$1,105.50	\$0.00	\$1,105.50
	OFFICE SUPPLIES - STAPLES	1	\$1,237.86	\$0.00	\$1,237.86
	OFFICE RENT	5	\$135,577.96	\$54,829.25	\$80,748.71

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Grant FY 2022	GL Number	# of entries	Debits	Credits	Activity DR(CR)
	OVERHEAD CHARGE/RECOVERY	2	\$122.75	\$122.75	\$0.00
	MPOAC FREIGHT COMMITTEE	2	\$6,127.00	\$6,127.00	\$0.00
	MPOAC FREIGHT COMMITTEE	2	100.00	100.00	\$0.00
	CONGESTION MGMT PROCESS	13	\$20,924.34	\$20,924.34	\$0.00
	INTERACTIVE TIP	1	\$800.00	\$0.00	\$800.00
Grant 042 FTA 5305D 80-10-10	TRAVEL	55	\$44,934.67	\$8,624.06	\$36,310.61
	02MILEAGE	29	\$794.55	\$109.55	\$685.00
	LEGAL FEES	2	\$39,685.97	\$0.00	\$39,685.97
	OFFICE TRAINING	18	\$4,341.00	\$3,475.00	\$866.00
	JANITORIAL SUPPLIES	9	\$2,467.51	\$1,533.64	\$933.87
	OFFICE RENT	3	\$8,798.66	\$4,399.33	\$4,399.33
	OVERHEAD CHARGE/RECOVERY	1	\$0.00	-\$94.42	-\$94.42
	KIND EXPENSE	1	\$11,682.32	\$0.00	\$11,682.32
	KIND EXPENSE	1	\$398.00	\$0.00	\$398.00
	CONGESTION MGMT PROCESS	48	\$55,578.33	\$18,760.11	\$36,818.22
	KIND EXPENSE	1	\$5,684.29	\$0.00	\$5,684.29
	PLANTATION SUNRISE MOBILITY HUB		125,082.85	0.00	\$125,082.85
	INTERACTIVE TIP	6	\$7,400.00	\$5,800.00	\$1,600.00
Grant 043 FTA PLANTATION SUNRISE MOB HUB GRANT	PLANTATION SUNRISE MOBILITY HUB	12	\$219,137.94	\$219,135.94	\$2.00
Grant 044 FTA LRTP TRANSIT ELEMENT	FTA LRTP TRANSIT ELEMENT	15	\$27,183.19	\$55,365.29	-\$28,182.10
	MTP AMENDMENT SUPPORT	2	\$18,788.00	\$0.00	\$18,788.00
Grant 045 FTA PEMB PINES MOB HUB	FTA PEMB PINES MOB HUB	0	\$0.00	\$0.00	\$0.00
Grant 046 FTA FTAT-SU	COMPLETE STREETS COMM ENGAGEMENT	5	\$47,470.98	\$0.00	\$47,470.98
	COMPLETE STREETS TECHNICAL SUPPORT	20	\$204,706.57	\$0.00	\$204,706.57
Grant 049 FTA CORAL SPRINGS MOB HUB PH I	FTA CORAL SPRINGS MOB HUB PH I	0	\$0.00	\$0.00	\$0.00
Grant 050 FTA SUNRISE MOB HUB PH I	FTA SUNRISE MOB HUB PH I	0	\$0.00	\$0.00	\$0.00

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Grant FY 2022	GL Number	# of entries	Debits	Credits	Activity DR(CR)
Grant 051 FTA HWD/SR7 CAPITAL	HWD/SR7 CAPITAL MOBILITY HUB	9	\$30,945.50	\$0.00	\$30,945.50
	Total	338	\$1,457,656.71	\$402,889.63	\$1,054,578.24

Table B3: General ledger summary FY 2023

Date FY 2023	GL Number	# of entries	Debits	Credits	Activity DR(CR)
2023					
Grant 021 FHWA PL GRANT	ERP & IT CONSULTING SERVICES	23	\$253,191.09	\$0.00	\$253,191.09
	OFFICE RENT	2	\$51,375.51	\$51,375.51	\$0.00
	RENT	2	\$51,375.51	\$51,375.51	\$0.00
	CMP AND PERFORMANCE MEASURES DATA	3	\$32,400.00	\$16,200.00	\$16,200.00
	DATA COLLECTION	4	\$32,400.00	\$32,400.00	\$0.00
	MPOAC FREIGHT COMMITTEE	6	\$74,964.18	\$0.00	\$74,964.18
	METROPOLITAN TRANSPORTATION PLAN	17	\$569,110.64	\$148,695.30	\$420,415.34
	REGIONAL TRANSPORTATION PLAN	3	\$986.52	\$0.00	\$986.52
	CONGESTION MGMT PROCESS	2	\$4,661.00	\$0.00	\$4,661.00
	TITLE VI/LEP & DBE PROGRAM	3	\$70,601.07	\$8,001.26	\$62,599.81
	TRANSPORTATION DEMAND MGT. - DFLTMA	7	\$50,721.05	\$0.00	\$50,721.05
	INTERACTIVE MTP/TIP/MMPL	12	\$9,600.00	\$0.00	\$9,600.00
	SPEAK UP BROWARD PHASE III	10	\$219,608.25	\$19,608.25	\$200,000.00
	VISION 2100 WEBINAR SUPPORT	1	\$20,000.00	\$0.00	\$20,000.00
	SAFE STREET SUMMIT CONSULTANT SUPPORT	7	\$100,000.00	\$0.00	\$100,000.00
	PIO - CONSULTANT	10	\$36,075.00	\$4,940.00	\$31,135.00
	WEBSITE SERVICES	4	\$16,278.20	\$0.00	\$16,278.20
Grant 030 FTA FARE INTEROPERABILITY GRANT	FARE INTEROPERABILITY PILOT AND MOBILE	6	49,779.66	0.00	\$49,779.66
Grant 040 FTA PUBLIC TRANSPORTATION GRANT	TRAVEL	12	\$6,160.47	\$4,858.02	\$1,302.45
	MILEAGE	6	\$81.89	\$81.89	\$0.00

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Date FY 2023	GL Number	# of entries	Debits	Credits	Activity DR(CR)
	STRATEGIC BUSINESS PLAN	15	\$164,980.23	\$0.00	\$164,980.23
	LEGAL FEES	21	\$332,059.15	\$352.02	\$331,707.13
	OFFICE TRAINING	6	\$1,650.00	\$1,242.69	\$407.31
	OFFICE SUPPLIES - GENERAL	1	\$83.40	\$0.00	\$83.40
	DATA COLLECTION	1	2,700.00	0.00	\$2,700.00
Grant 041 FTA 5305D GRANT (80/20)	TRAVEL	8	\$4,476.58	\$4,476.58	\$0.00
	MILEAGE	8	\$26.90	\$26.90	\$0.00
	OFFICE TRAINING	13	\$3,300.00	\$3,850.00	-\$550.00
Grant 043 FTA PLANTATION SUNRISE MOB HUB GRANT	FTA PLANTATION SUNRISE MOB HUB GRANT	0	\$0.00	\$0.00	\$0.00
Grant 045 FTA PEMB PINES MOB HUB	FTA PEMB PINES MOB HUB	0	\$0.00	\$0.00	\$0.00
Grant 046 FTA FTAT-SU	FTA FTAT-SU	0	\$0.00	\$0.00	\$0.00
Grant 047 FTA PLANTATION MOB HUB / COCONUT CREEK	PLANTATION MOB HUB	5	\$75,688.97	\$0.00	\$75,688.97
Grant 048 FTA HWD PLANNING	HWD/SR7 MOBILITY HUB	2	\$8,075.25	\$8,075.25	\$0.00
Grant 050 FTA SUNRISE MOB HUB PH I	FTA SUNRISE MOB HUB PH I		\$1,035.90	\$1,035.90	\$0.00
Grant 051 FTA HWD/SR7 CAPITAL	FTA HWD/SR7 CAPITAL		\$0.00	\$0.00	\$0.00
	Total	220	\$2,243,446.42	\$356,595.08	\$1,886,851.34

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Appendix C: General Ledger Information Requested

The following table contains a listing of all procurement actions supported by FTA Funds for fiscal years 2021 through 2023.

Table C1: All procurements supported by FTA funds FY 2021-2023

TYPE OF PROCUREMENT (RFP & RFQ Competitively Procured)	VENDOR NAME	PROJECT NAME / SERVICES	AWARD DATE	EXPECTED COMPLETION DATE	STATUS
INTERLOCAL	CITY OF COCONUT CREEK	TRANSPORTATION PLANNING AND RELATED SERVICES	12/8/2022	12/8/2027	Open
INTERLOCAL	CITY OF LAUDERDALE LAKES	TRANSPORTATION PLANNING AND RELATED SERVICES	12/8/2022	12/8/2027	Open
INTERLOCAL	CITY OF NORTH LAUDERDALE	TRANSPORTATION PLANNING AND RELATED SERVICES	12/8/2022	12/7/2027	Open
INTERLOCAL	CITY OF PLANTATION	TRANSPORTATION PLANNING AND RELATED SERVICES	12/8/2022	12/7/2027	Open
INTERLOCAL	CITY OF WILTON MANORS	TRANSPORTATION PLANNING AND RELATED SERVICES	12/8/2022	12/8/2027	Open
SOLE SOURCE	MYSIDEWALK	SOFTWARE ACQUISITION, SUPPORT, AND MAINTENANCE	12/8/2022	10/31/2025	Open
RFP	ALFRED BENESCH AND COMPANY	2050 METROPOLITAN TRANSPORTATION UPDATE	9/8/2022	12/31/2025	Open
SOLE SOURCE	ANDREWS TECHNOLOGY HMS, INC	TIMESHEET/LEAVE APPROVAL SOFTWARE	8/1/2022	7/31/2027	Open
EXEMPT	AT&T	DEDICATED INTERNET	7/21/2022	7/20/2025	Open
SOLE SOURCE	URBAN HEALTH PARTNERSHIPS, INC.	COORDINATION OF 2023 SAFE STREETS SUMMIT	7/14/2022	3/31/2023	Closed
RFQ	WHITEHOUSE GROUP INC. KIMLEY HORN & ASSOCIATES KITTELSON & ASSOCIATES	GENERAL PLANNING CONSULTING SERVICES (GPC)	4/14/2022	4/30/2027	Open
SOLE SOURCE	SOUTH FLORIDA BUSINESS AND WEALTH, LLC	VISION 2100 PROJECT	4/14/2022	12/31/2022	Closed
RFP	WHITEHOUSE GROUP INC.	ADVANCING STRATEGIC INITIATIVES	3/10/2022	3/31/2027	Open

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TYPE OF PROCUREMENT (RFP & RFQ Competitively Procured)	VENDOR NAME	PROJECT NAME / SERVICES	AWARD DATE	EXPECTED COMPLETION DATE	STATUS
SMALL PURCHASE	WELLS FARGO BANK, N.A.	TREASURY MANAGEMENT SERVICES	12/9/2021	9/30/2024	Open
RFP	GOODMAN PUBLIC RELATIONS	WEBSITE SERVICES	11/4/2021	11/30/2026	Open
SOLE SOURCE	DIPLOMAT	2023 SAFE STREETS SUMMIT CONFERENCE RENTAL	11/4/2021	2/3/2023	Closed
SOLE SOURCE	CHRISTOPHER RYAN	CONSULTING SERVICES	10/29/2021	6/30/2024	Open
SUBRECIPIENT	SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY	FARE INTEROPERABILITY	10/14/2021	9/30/2024	Open
SOLE SOURCE	DESTINY SOFTWARE	AGENDA & MINUTES MANAGEMENT SOFTWARE	9/9/2021	9/8/2024	Open
SOLE SOURCE	GRANICUS (SWAGIT PRODUCTIONS, LLC)	VIDEO STREAMING SERVICES	9/9/2021	9/8/2024	Open
SOLE SOURCE	INTENT DIGITAL L.L.C.	BOARD ROOM VOTING SYSTEM UPGRADE	9/9/2021	9/8/2024	Open
INTERLOCAL	GREATER FORT LAUDERDALE TRANSPORTATION MANAGEMENT ASSOCIATION, INC. (GFLTMA)	TRANSPORTATION DEMAND MANAGEMENT STUDY	7/1/2021	6/30/2022	Closed
RFQ	INRIX, INC.	PROBED GPS/MOBILE SPATIAL AND TEMPORAL DATA ACQUISITION	6/10/2021	6/10/2022	Closed
INTERLOCAL	CITY OF FORT LAUDERDALE	TRANSPORTATION PLANNING SERVICES	6/10/2021	6/9/2026	Open
INTERLOCAL	CITY OF PLANTATION	TRANSPORTATION PLANNING SERVICES	3/24/2021	3/23/2026	Open
SOLE SOURCE	SOUTH FLORIDA BUSINESS AND WEALTH, LLC	VISION 2100 PLAN	3/22/2021	12/31/2021	Closed

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TYPE OF PROCUREMENT (RFP & RFQ Competitively Procured)	VENDOR NAME	PROJECT NAME / SERVICES	AWARD DATE	EXPECTED COMPLETION DATE	STATUS
INTERLOCAL	GREATER FORT LAUDERDALE TRANSPORTATION MANAGEMENT ASSOCIATION, INC. (GFLTMA)	ADMINISTRATIVE SERVICES	2/2/2021	9/22/2024	Open
RFQ	ALFRED BENESCH (Tindale-Oliver)	SPEAK UP BROWARD PHASE 3	10/8/2020	12/31/2024	Open
INTERLOCAL	CITY OF LAUDERHILL	TRANSPORTATION PLANNING SERVICES	10/8/2020	10/7/2025	Open
RFP	URBAN SDK, LLC	CONGESTION MANAGEMENT PROCESS DATA ANALYTICS	9/3/2020	12/31/2023	Closed
SOLE SOURCE	JOHN ROBERTSON	CONSULTING SERVICES	7/10/2020	12/31/2020	Closed
PIGGYBACK	PROTOTYPE, INC.	MINUTES SERVICES (CITY OF FORT LAUDERDALE)	7/2/2020	5/18/2022	Closed
SOLE SOURCE	DATA TRANSFER SOLUTIONS (DTS)	ENHANCEMENTS TO THE INTERACTIVE TRANSPORTATION IMPROVEMENT PROGRAM TOOL, MAPPING AND ANNUAL HOSTING AND MAINTENANCE	6/4/2020	8/31/2025	Open
INTERLOCAL	CITY OF WILTON MANORS	TRANSPORTATION PLANNING SERVICES	5/15/2020	5/14/2025	Open
SOLE SOURCE	BS&A SOFTWARE	ENTERPRISE RESOURCE PLANNING (ERP) SOFTWARE LICENSE SUPPORT AND MAINTENANCE	5/7/2020	11/30/2023	Closed
SUBRECIPIENT	CITY OF HOLLYWOOD	HOLLYWOOD BOULEVARD/STATE ROAD 7 MOBILITY HUB PROJECT	5/7/2020	12/31/2024	Open
INTERLOCAL	PALM BEACH TRANSPORTATION PLANNING AGENCY (MPO)	ADMINISTRATIVE SERVICES	3/18/2020	12/31/2023	Closed
SOLE SOURCE	ALLCOVERED (KONICA MINOLTA BUSINESS SOLUTIONS)	INFORMATION TECHNOLOGY SERVICES	1/1/2020	12/31/2025	Open
INTERLOCAL	CITY OF FORT LAUDERDALE	TRANSPORTATION PLANNING SERVICES	11/14/2019	9/30/2025	Open
PIGGYBACK	ARCHIVE SOCIAL, INC.	SOCIAL MEDIA ARCHIVING SERVICES (TOWN OF DAVIE)	8/16/2019	4/30/2024	Open
INTERLOCAL	CITY OF LAUDERDALE LAKES	TRANSPORTATION PLANNING SERVICES	5/2/2019	5/1/2024	Open

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TYPE OF PROCUREMENT (RFP & RFQ Competitively Procured)	VENDOR NAME	PROJECT NAME / SERVICES	AWARD DATE	EXPECTED COMPLETION DATE	STATUS
INTERLOCAL	CITY OF MIRAMAR	TRANSPORTATION PLANNING SERVICES	3/20/2019	3/19/2024	Open
INTERLOCAL	CITY OF NORTH LAUDERDALE	TRANSPORTATION PLANNING SERVICES	12/6/2018	12/5/2023	Closed
INTERLOCAL	CITY OF TAMARAC	TRANSPORTATION PLANNING SERVICES	10/18/2018	10/17/2023	Closed
SOLE SOURCE	SWAGIT PRODUCTIONS, LLC	VIDEO STREAMING SERVICES	10/18/2018	10/17/2021	Closed
INTERLOCAL	CITY OF COCONUT CREEK	TRANSPORTATION PLANNING SERVICES	2/6/2018	2/3/2028	Open
SOLE SOURCE	MYSIDEWALK, INC.	SOFTWARE ACQUISITION, SUPPORT AND MAINTENANCE	10/12/2017	10/31/2022	Closed
RFP	KITTELSON & ASSOCIATES	2045 REGIONAL TRANSPORTATION PLANNING	10/12/2017	10/12/2022	Closed
EXEMPT	HALCAR	OFFICE LEASE	10/1/2017	9/30/2027	Open
RFQ	HDR ENGINEERING KIMLEY HORN & ASSOCIATES TY LIN INTERNATIONAL WHITEHOUSE GROUP INC.	GENERAL PLANNING CONSULTING SERVICES (GPC)	7/13/2017	7/31/2022	Closed
RFP	KEEFE MCCULLOUGH	AUDIT SERVICES	7/13/2017	8/31/2022	Closed
RFQ	TINDALE-OLIVER & ASSOCIATES	DISADVANTAGED BUSINESS ENTERPRISE (DBE), TITLE VI PROGRAMS AND LIMITED ENGLISH PROFICIENCY (LEP) PLAN AND TITLE VI ENVIRONMENTAL JUSTICE REVIEWS OF PLANS AND PROGRAMS.	4/13/2017	11/30/2020	Closed
EXEMPT	ULI THE URBAN LAND INSTITUTE	SUB-LEASE OF TRADE CENTRE SOUTH OFFICE SPACE	3/9/2017	4/1/2022	Closed
SUBRECIPIENT	CITY OF FORT LAUDERDALE	DOWNTOWN MOBILITY HUB:STREETSCAPE	2/9/2017	12/31/2022	Closed
SOLE SOURCE	DARUMA TECH	WEB-HOSTING, SUPPORT AND MAINTENANCE	12/5/2016	11/30/2021	Closed
RFQ	HNTB CORPORATION	MOBILITY HUB PLANNING, DESIGN AND IMPLEMENTATION	5/12/2016	11/30/2020	Closed
SOLE SOURCE	INTENT DIGITAL L.L.C.	BOARD ROOM AUDIO AND VOTING SYSTEM IMPROVEMENTS AND MAINTENANCE	10/8/2015	3/30/2022	Closed

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TYPE OF PROCUREMENT (RFP & RFQ Competitively Procured)	VENDOR NAME	PROJECT NAME / SERVICES	AWARD DATE	EXPECTED COMPLETION DATE	STATUS
INTERLOCAL	CITY OF FORT LAUDERDALE	ADMINISTRATIVE SERVICES	10/8/2015	7/31/2026	Open
RFQ	HDR ENGINEERING, INC.	LET'S TALK TRANSPORTATION PUBLIC OUTREACH: SPEAK UP BROWARD - PHASE 2	9/10/2015	10/31/2020	Closed
SOLE SOURCE	DATA TRANSFER SOLUTIONS (DTS)	ENHANCEMENTS TO THE INTERACTIVE TRANSPORTATION IMPROVEMENT PROGRAM TOOL, MAPPING AND ANNUAL HOSTING AND MAINTENANCE	4/9/2015	8/31/2020	Closed
INTERLOCAL	CITY OF FORT LAUDERDALE	TRANSPORTATION PLANNING SERVICES	10/9/2014	12/31/2020	Closed
RETAINER	WEISS SEROTA HELFMAN COLE & BIERMAN	GENERAL COUNSEL SERVICES	3/12/2007	6/30/2024	Open

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Appendix D: Schedule of Legal Fees between Fiscal Years 2021 though 2023

The following tables contains a listing of all Legal Fees between Fiscal Years 2021 through 2023.

Table D1: Summary of Legal Fee Transactions – FY 2022

LEGAL FEES 2022				
Transaction Date	Vendor	Invoice	Debit	Credit
05/01/2022	WEISS SEROTA HELFMAN COLE & BIERMAN/LEGAL FEES	253573	\$7,433.65	

Table D2: Summary of Legal Fee Transactions – FY 2023

LEGAL FEES 2023				
Transaction Date	Vendor	Invoice	Debit	Credit
08/12/2022	LEGAL FEES	3046	\$22,470.05	
09/14/2022	LEGAL FEES	3047	\$26,384.60	
10/12/2022	WEISS SEROTA HELFMAN COLE & BIERMAN/FY 2023 / PO - LEGAL COUNSEL SERVICES	260704	\$15,195.00	
12/01/2022	WEISS SEROTA HELFMAN COLE & BIERMAN/FY 2023 / PO - LEGAL COUNSEL SERVICES	262247	\$26,143.10	
12/05/2022	WEISS SEROTA HELFMAN COLE & BIERMAN/FY 2023 / PO - LEGAL COUNSEL SERVICES	262717	\$12,463.95	
01/13/2023	LEGAL FEES	3376		\$83.01
01/13/2023	LEGAL FEES	3376		\$93.00
01/13/2023	LEGAL FEES	3386	\$83.01	
01/13/2023	LEGAL FEES	3386	\$93.00	
01/13/2023	LEGAL FEES	3387		\$83.01
01/13/2023	LEGAL FEES	3387		\$93.00
01/13/2023	EMPLOYERS CHOICE ONLINE, INC./BACKGROUND INVESTIGATIONS FOR EMPLOYMENT	57800	\$83.01	
01/13/2023	EMPLOYERS CHOICE ONLINE, INC./BACKGROUND INVESTIGATIONS FOR EMPLOYMENT	58080	\$93.00	
01/23/2023	WEISS SEROTA HELFMAN COLE & BIERMAN/FY 2023 / PO - LEGAL COUNSEL SERVICES	264339	\$56,972.60	
03/16/2023	WEISS SEROTA HELFMAN COLE & BIERMAN/FY 2023 / PO - LEGAL COUNSEL SERVICES	266644	\$11,562.20	
05/01/2023	WEISS SEROTA HELFMAN COLE & BIERMAN/FY 2023 / PO - LEGAL COUNSEL SERVICES	266644A	\$6,326.00	

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LEGAL FEES 2023				
Transaction Date	Vendor	Invoice	Debit	Credit
05/01/2023	WEISS SEROTA HELFMAN COLE & BIERMAN/FY 2023 / PO - LEGAL COUNSEL SERVICES	266644A	\$844.00	
05/11/2023	WEISS SEROTA HELFMAN COLE & BIERMAN/FY 2023 / PO - LEGAL COUNSEL SERVICES	267597	\$78,596.50	
06/01/2023	WEISS SEROTA HELFMAN COLE & BIERMAN/FY 2023 / PO - LEGAL COUNSEL SERVICES	269120	\$20,511.53	
06/28/2023	WEISS SEROTA HELFMAN COLE & BIERMAN/FY 2023 / PO - LEGAL COUNSEL SERVICES	270497	\$25,306.60	
06/30/2023	WEISS SEROTA HELFMAN COLE & BIERMAN/FY 2023 / PO - LEGAL COUNSEL SERVICES	271419	\$28,931.00	
		Total 020-1.0-525-3110:	\$332,059.15	\$352.02

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Appendix E Summary of BMPO Projects for FYs 2021-2023

The following table contains a list of BMPO projects for FYs 2021 through 2023.

Table E1: Summary of BMPO projects

FTA Current & Closed Projects FY 21-23					
FTA 5307 Projects					
Project Number	BMPO Grant #	FTA TrAMS Project Title	Award Status	BMPO Local Name	Status
FL-2016-003-01-00	30	Fare Interoperability Pilot and Mobile Ticketing Project	Active (Executed)	Fare Interoperability Pilot and Mobile Ticketing Project	On-going
FL-2016-028-01-00	33	Downtown Fort Lauderdale Mobility Hub Streetscape	Active (Executed)	Andrews Avenue Mobility Hub Streetscape	This project has been extended
FL-2017-009-02-01	48	Mobility Hub Implementation Support	Closed	Mobility Hub Implementation Support	Closed
FL-2017-009-03-02	35	Hollywood Boulevard / State Road 7 Mobility Hub Implementation	Closed	Hollywood Boulevard / State Road 7 Mobility Hub - PII	Closed
FL-2017-010-02-01	43	Sunrise Mobility Hub Plan, Phase II	Closed	Sunrise Mobility Hub Plan, Phase II	Closed
FL-2017-069-01-00	44	Broward LRTP Transit Element	Closed	Broward LRTP Transit Element	Closed
FL-2018-048-01-00	47	Plantation Mobility Hub Master Plan	Active (Executed)	Coconut Creek Mobility Hub Study	On-going
FL-2018-048-02-00	50	Sunrise Mobility Hub Plan, Phase I	Active (Executed)	Pembroke Pines Mobility Hub Plan - PII	Awaiting Close out w/Coconut Creek Study
FL-2018-049-01-00	45	Pembroke Pines Mobility Hub Plan	Closed	Pembroke Pines Mobility Hub Plan	Closed
FL-2018-049-02-00	49	Coral Springs Downtown Mobility Hub Plan	Closed	Coral Springs Downtown Mobility Hub Plan	Closed
FL-2019-008-01-00	46	FTA 5307 - FHWA SU Flex FY 2018-19 UPWP	Active (Executed)	Flex - SU	Close out in 2024
FL-2020-012-01-00	51	Mobility Hubs Capital Improvements	Active (Executed)	Hollywood Blvd/SR 7 Mobility Hub - Construction	Close out in 2024
FL-95-X057-03	26	Planning & Public Engagement Campaign	Closed	Transit Systems Plan	Closed
FL-95-X064-00	n/a	BCT / Palm Tran interface w/ MDT / SFRTA	Closed	Fare Interoperability Pilot and Mobile Ticketing Project	Closed

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FTA 5305(d) Projects					
Contract #	BMPO Grant #	Title	Status	BMPO Local Name	Status
G2167	40	Public Transportation Grant Agreement	Open	Grant 040 FTA PUBLIC TRANSPORTATION GRANT	Open
G1V43	41	Public Transportation Grant Agreement	Closed	Grant 041 FTA 5305D GRANT (80/20)	Closed
G1633	42	Public Transportation Grant Agreement	Closed	Grant 042 FTA 5305D 80-10-10	Closed
FHWA/FTA Funded Grants					
Contract #	BMPO Grant #	Title	Status	BMPO Local Name	Status
G2913	21	Metropolitan Planning Organization Agreement	Open	FHWA PL Grant (Combined PL & FTA 5305(d) funds)	Open

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Appendix F Analysis of BMPO Personnel Data

BMPO provided a list of all positions that were funded with FTA funds for FY 2021 through FY 2023 that included race/ethnicity, gender, years of experience pre-BMPO, years of experience at BMPO, educational status, and amount of payroll funded by FTA. The overall racial/ethnic diversity of BMPO has remained stable over the period of review as shown in Table 11 below.

Table F1: Ethnic/Racial demographics of BMPO FY 21-FY23

	2021	2022	2023
Asian	4.44%	4.00%	4.65%
Black or African American	26.67%	24.00%	20.93%
Hispanic	15.56%	16.00%	18.60%
White	53.33%	56.00%	55.81%
Percent Total	100.00%	100.00%	99.99%

The gender composition of BMPO slightly shifted in FY 2022, and again slightly in FY 2023 toward a higher percentage of male employees as shown in Table 12.

Table F2: Gender demographics of BMPO FY21-FY23

	2021	2022	2023
Female	44.44%	38.00%	37.21%
Male	55.56%	62.00%	62.79%
Percent Total	100.00%	100.00%	100.00%

Incoming employees had an average of 12.3 years of professional experience. The average length of employment at BMPO is 4.2 years with employees having an average of 16.4 years of professional experience.

Table F3: Experience of BMPO employees

Fiscal Year	Average years of experience		Total Years of Experience
	Prior to employment at BMPO	Years with BMPO	
2021	12.0	4.2	15.9
2022	11.9	4.2	16.0
2023	12.9	4.3	17.2
Overall Average	12.3	4.2	16.4

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Table F4: Statistical analysis of experience of BMPO employees by year

	2021	2021	2021	2022	2022	2022	2023	2023	2023
	Experience with BMPO	Experience Pre BMPO	Total Years Experience	Experience with BMPO	Experience Pre BMPO	Total Years Experience	Experience with BMPO	Experience Pre BMPO	Total Years Experience
Lower Range	0.1	0.0	2.3	0.2	1.0	3.9	0.6	0.7	1.7
Upper Range	11.1	33.0	33.3	12.1	33.0	35.7	13.1	33.0	36.7
Mean	4.2	11.7	15.9	4.2	11.9	16.0	4.9	12.3	17.2
Median	2.4	10.0	13.6	2.8	8.5	13.6	3.5	8.5	14.6
Mode	10.9	14.0	6.4	11.9	14.0	7.4	3.5	14.0	9.1

Table F5: Summary average of statistical analysis of experience of BMPO employees

Average for time frame	Experience with BMPO	Experience Pre BMPO	Total Years Experience
Lower Range	0.3	0.5	2.6
Upper Range	12.1	26.4	35.2
Mean	4.4	9.5	16.4
Median	2.9	7.3	13.9
Mode	8.8	10.5	7.6

The majority of employees at BMPO have a bachelor's or master's degree in their area of discipline. The educational demographics of the organization have remained largely stable over the period of review.

Table F6: Educational demographics of BMPO FY21-FY23

Education	2021	2022	2023
High School Diploma	2.22%	4.00%	4.64%
Associate's Degree	6.67%	4.00%	2.32%
Bachelor's Degree	40.00%	42.00%	46.49%
Master's Degree	48.89%	48.00%	44.17%
Doctorate Degree	2.22%	2.00%	2.38%
	100.00%	100.00%	100.00%

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BMPO allocates employee time across various projects including FTA, but only FTA personnel expenses were included in this review. BMPO provided payroll transaction details for all employees paid using FTA funds. To normalize the payroll, the total amount paid per employee was divided by the number of transactions for that employee. Based on this process, the average pay of BMPO employees is presented in Table 17. BMPO's reliance on FTA funding for personnel costs increased significantly in 2022 coming out of the COVID-19 pandemic.

Tale F7: Payroll normalized by number of transactions/total FTA payroll

Payroll	Total payroll	# of transactions	Normalized payroll/transaction	Increase over previous period
2021	\$1,019,286.83	6995	\$145.72	N/A
2022	\$1,622,281.14	4801	\$337.90	56.88%
2023	\$2,216,339.53	5759	\$384.85	12.20%

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Appendix G Recipient Response

From: [Greg Stuart](#)
To: [King, Rhonda \(FTA\)](#)
Cc: [Renee Cross](#); [Bryan Caletka](#); [Christopher Bross](#); [Adrian Liburd](#); [Norma Corredor](#); [Julia Ronquillo](#)
Subject: Broward MPO FMO Limited Scope Review
Date: Saturday, October 12, 2024 11:03:59 AM
Attachments: [image001.png](#)

Ms. King,

We are in receipt of the Financial Management Oversight (FMO) Limited Scope Review Draft Report and cover letter. The insights and recommendations provided by your team are invaluable in helping us enhance our financial management processes. Your thorough evaluation highlighted both our strengths and areas for improvement, allowing us to better align our practices with federal guidelines. We greatly appreciate the professionalism and expertise demonstrated by your auditors throughout the process. Moreover, the constructive feedback will undoubtedly assist us in ensuring greater transparency and accountability within our organization. We are committed to implementing the recommended changes and look forward to fostering a stronger partnership with the FTA in the future.

Thank you once again for your support and guidance. Please feel free to reach out if you have any further recommendations or if we can assist in any way.

Warm regards,

Greg Stuart

Gregory Stuart
Executive Director



Trade Center South
100 West Cypress Creek Road,
6th Floor, Suite 650
Fort Lauderdale, FL 33309-2181
(954) 876-0035 Direct
(954) 876-0033 Office
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Florida Relay Service 711
stuaerg@browardmpo.org



Florida Department of Transportation

RON DESANTIS
GOVERNOR

3400 West Commercial Boulevard
Fort Lauderdale, FL 33309

JARED W. PERDUE, P.E.
SECRETARY

July 28, 2025

Mr. Mark Robert Smith
1961 Coral Reef Drive
Lauderdale-by-the-Sea, Florida 33062

Dear Mr. Smith:

RE: Request for Consideration – Hybrid Toll Exemption Sunset

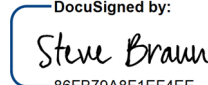
This is in response to your letter and subsequent comment at the Broward Metropolitan Planning Organization (MPO) Board meeting held on July 10, 2025, requesting that the Florida Department of Transportation advocate for an extension of the inherently low-emission vehicle (ILEV) toll exemption along the I-95 Express Lanes and/or reinstate the previously granted vehicle exemptions, or consider a limited reinstatement for legacy (pre-2017) hybrid owners.

The Florida Legislature repealed Florida Statute (F.S.) 316.0741, High Occupancy Vehicle Lanes (effective July 1, 2025). This eliminated the program for ILEV vehicle toll exemptions in the Express Lanes. HOV Decals issued before July 1, 2025 are valid until their current expiration date.

We appreciate your input and are glad you have been able to benefit from the ILEV Exemption program. We do believe that the I-95 Express Lanes are a valuable travel choice helping to provide reliable travel time to your destination. For your information, if you own a SunPass Transponder, you will still receive a 25% discount on Express Lane tolls. Thank you for taking the time to reach out to us. Community feedback is at the core of all we do.

If you have any follow-up questions, please contact, Cesar Martinez, Planning and Environmental Administrator, at (954) 777-4653, or via email at cesar.martinez@dot.state.fl.us.

Sincerely,

DocuSigned by:

86FB79A8F1EF4EE...
Steven C. Braun, P.E.
District 4 Secretary

SB:cm

cc: Gregory Stuart, Executive Director – Broward Metropolitan Planning Organization
John P. Krane, P.E., Director of Transportation Development – FDOT
Paul A. Lampley, P.E., Director of Transportation Operations – FDOT
Jonathan M. Overton, P.E., District Traffic Operations Engineer – FDOT
Cesar Martinez, P.E., District Planning & Environmental Administrator – FDOT



TOWN OF PEMBROKE PARK

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Gregory Stuart
Executive Director
Broward Metropolitan Planning Organization
Trade Centre South
100 West Cypress Creek Road,
6th Floor, Suite 650
Fort Lauderdale, FL 33309-2181

August 7, 2025

RE: FM#448287.1 South Park Road from Hallandale Beach Boulevard to Pembroke Road

Dear Mr. Stuart:

The Town of Pembroke Park applied to the Complete Streets and Localized Initiatives Program (CSLIP) in May 2020 to seek funding for bicycle and sidewalk improvements along SW 52 Avenue and South Park Road. Since then, project costs have significantly escalated — the original estimate of \$3,207,753, as approved by Town Commission Resolution 2021-030, has increased to \$6,403,203.08 due to unit price changes.

In addition, the Town has completed a Stormwater Master Plan that identifies South Park Road as its top priority for drainage improvements. The Town's Capital Budget now includes funding to support these drainage upgrades, which require full road reconstruction.

Given the substantial cost increases and the critical drainage needs along South Park Road, the Town believes it is in the community's best interest to focus available resources on a single corridor. By combining local stormwater design and construction funds with FDOT's complete streets funding, the Town can fully reconstruct South Park Road — from Hallandale Beach Boulevard to Pembroke Road — to address drainage needs and enhance bicycle and pedestrian facilities.

The revised scope proposes a 10-foot-wide off-road shared-use path along the west side of South Park Road. New curb and gutter on the west side would reduce clear zone requirements, enhance safety, and support the Town's drainage improvements, including new structures and exfiltration trenches. The project would also include resurfacing as originally planned. Pavement markings ("sharrows") would designate the travel lane as a shared-use facility for experienced cyclists, while narrower travel lanes and speed tables at key intersections (SW 25 Street and Carolina Street) would calm traffic and further improve safety.

Accordingly, the available FDOT construction funds (\$2,665,724) would be fully allocated for resurfacing, shared-use path construction, sharrows, and Construction Engineering and Inspection (CEI) services. The Town is not requesting any additional funds beyond what is already reflected in the Transportation Improvement Program. The Town would locally fund all underground improvements at an estimated construction cost of \$3,463,736.72, plus any design costs beyond the available \$403,155 from FDOT.

The Town respectfully requests approval of this scope change to FM#448287.1 to reallocate \$3,068,879 in project funds to South Park Road from Hallandale Beach Boulevard to Pembroke Road.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read 'David Lynch', with a long horizontal stroke extending to the right.

David Lynch
Town Manager
Town of Pembroke Park