

Oversight Board Retreat

November 19, 2021

Setting 2022 Schedule

Meetings, Workshops, and Retreat

Program Progress Report

Gretchen Cassini, Mobility Advancement Program Administrator

What Members asked for last November

- ✓ A mechanism for the Board to hear from Community Stakeholders; how can communication be opened to receive and respond to feedback? See more of the [program's] marketing; A plan in place for branding, logo, and messaging
- ✓ Public perception: Are we improving, making an impact? Educating the public, who voted for this program; determine what their perception is today and continue to monitor annually; Is this public seeing a difference?
Focus groups and reports on focus group results. . .
- ✓ Public engagement outreach to understand what people need in their communities
- ✓ Outreach to schools, universities, etc.
- ✓ A mechanism to look at whether we are leveraging the funds against federal and state resources
- ✓ Method for tracking projects; monitor performance and report performance issues
- ✓ Streamline procurement
- ✓ A system that communicates all areas of performance whether financial, equity, economics, small businesses
- ✓ Methods to convey progress/accomplishments in a way that is productive and meaningful

Communicating with Community Stakeholders

- Multiple new social media platforms have been created in the last year, allowing two-way communication with our community stakeholders
- Public Information Office creates monthly reports documenting engagement on all platforms
- MAP Broward has participated in events/presentations to a variety of organizations in the last year, a sampling of which follows: Port Everglades Association, Broward Workshop, Broward College Resource Fair, Urban Land Institute, Broward City and County Manager’s Association, multiple local businesses/firms, Prosperity Partnership, Latin Music Festival
- MAP Broward videos and program flyers have been translated into Spanish, Creole, and Portuguese
- MAP Broward representatives are co-chairs of Prosperity Partnership Transportation Pillar and also serve on Project Executive Committee for Broward Commuter Rail
- Animated video posted to YouTube and available for K-12 outreach efforts (seeking to appeal to younger audiences) describes nexus of transportation enhancements to improved quality of life
- Public Perception Survey (drafted and distributed to initial round of stakeholders for comments) and Focus Groups (delayed due to COVID) will be occurring late 2021 through mid-2022
 - Part of the survey and focus group includes requesting respondents to identify what is needed in their communities

Communicating with Municipal Partners

- Since last November, we've hosted three municipal workshops for all surtax grantees, a municipal marketing day, and individual virtual trainings with every municipality with an executed project funding agreement
- Program Management Office meets individually with each municipal project manager to discuss surtax project execution
- Surtax Legal Team is in regular communication with municipal legal and project teams
- We listen. . .
 - Before finalizing Branding Guidelines, we made revisions based on city feedback
 - Municipalities had an opportunity to provide written comments on Project Funding Agreement (standard form)
 - Municipalities offered input on the Grantee Guidebook, resulting in several updates throughout the reporting period
 - Feedback helps shape surtax forms, processes, requirements, PFA elements, etc.
- Ongoing feedback loops involve regular phone calls, meetings (virtual and in-person), site visits

Public engagement/Outreach

... to understand what people need in their communities

- We plan to use our relationships with municipalities to meet people where they are; engage various communities about what they need
- Once the community/public engagement area of Government Center West is completed, plan is to host events. . . .
 - Include children
 - Have translation services
 - Work on ways to transport folks from across the County to events, for free
- Use early 2022 planned focus groups as ways to establish standing “citizen committees” to hear from the public regularly (program and project-specific)
- *What else would you like to see?*

Municipal Surtax Grant Performance

Municipal projects with executed agreements are tracked for both financial and programmatic performance throughout the duration of the agreement

Financial Tracking

- Monitors use of surtax funding in accordance with the agreement, including leverage
- Methods used include Peoplesoft Financial System, internal tracking sheets, and self-reported financial quarterly reports from municipalities
- Payments are advanced based on Funding Schedule of the agreement
- Project expenditures are reviewed & tracked to ensure eligibility
- Cost savings are also tracked

Programmatic Tracking

- Monitors each project for contract compliance
- Methods used include internal tracking sheets, reports submitted by municipalities, site visits, one-on-one meetings, on-going technical assistance and a project-based scorecard
- Provides status updates for the term of the project, including solicitation process, project schedule changes, deliverables, & overall project activity once an agreement has been executed

Municipal Surtax Project Scorecards

The municipal project scorecard is used at a project level, with different measures utilized to review a project’s attainment towards contract compliance, surtax goals, and additional values that affect evaluation in future funding applications

- On Schedule
- On Budget
- Solicitation alignment with original PFA terms
- Timely & Accurate Reporting
- Branding properly used
- CBE Compliance

Contract Requirements



- Creates connectivity
- Improves traffic system management/relieves congestion
- Improves transit services
- Enhances multimodal options
- Promotes economic development & benefits

Surtax Goals



- Addressing resiliency
- Regional impact
- Economic impact to historically underinvested areas
- Demonstrated public support
- Construction-readiness
- Adoption of Land Use Policy
- High priority of municipality

Additional Values



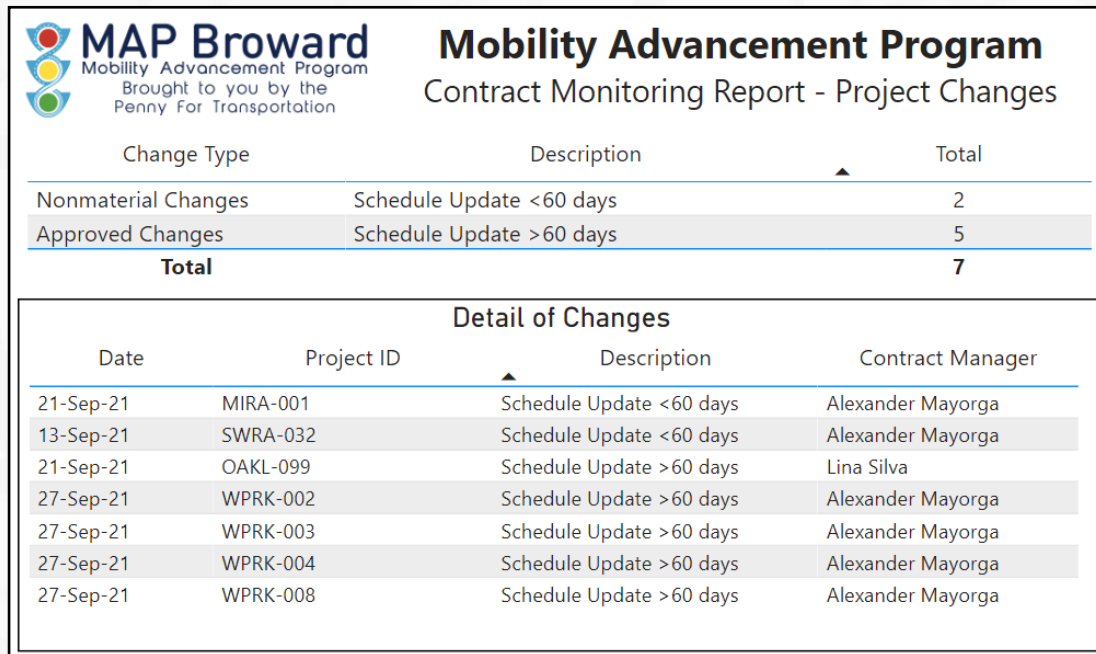
Surtax-funded Project Tracking (Municipal)

- Currently we have data on Project Funding Agreements: tracking any requested changes, advance payments (from payment request to payment date must not exceed 30 days per PFA), reporting compliance
- Most projects are currently in solicitation process and have no activities, those under construction (4 projects) already started reporting as required
- As we get more data (expense reports, compliance reviews, etc.) we will include additional reports addressing compliance with each element of the agreement and program requirements

Municipal Monitoring & Project Tracking

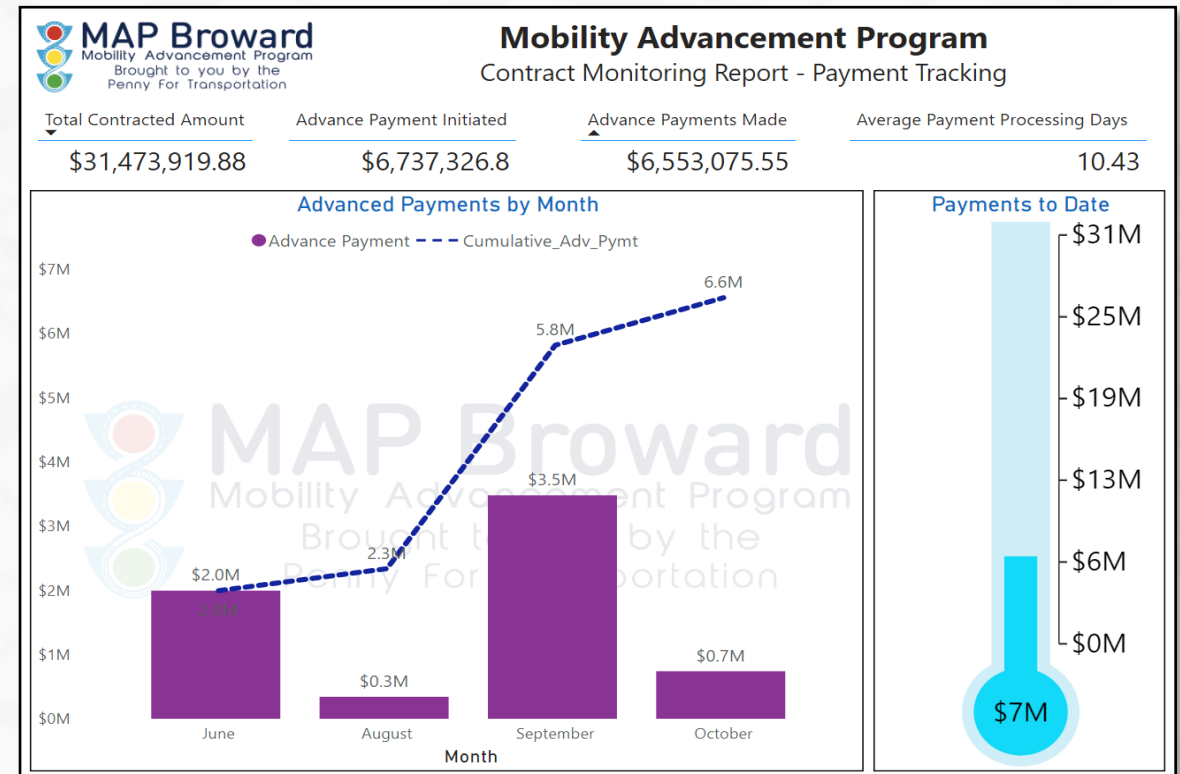
Project Changes

- Schedule Updates
- Material Changes (increase cost, change scope, etc.) require additional approvals (none yet)
- Filter by Month, Quarter, Fiscal Year, type of change



Payment Tracking

- Advanced payment amounts
- Average payment processing time
- Filter by Month, Quarter, Fiscal Year



Overall Mobility Advancement Program Performance

Overview of what is being tracked, how, and with what tools. . .

- Program performance measurement and data visualizations for geographically distinct projects (e.g., countywide, multi-locations, and other types of transit investments) are currently available through PowerBi dashboards
- The data is in draft (more adjustments are being made for FY2022 in response to withdrawals and readiness review; updated Five-Year Plan will be formally presented to the Oversight Board in early 2022)
- Currently developing SOPs to define alignment with Surtax Goals (mentioned in Municipal Project Scorecard slide)

Program Performance– Equity Analyses (DRAFT FY 2022 Data)

MAP Broward
Mobility Advancement Program
Brought to you by the
Penny For Transportation

Type of Project

Municipal Capital

Municipal Rehab & Maintenance

Public Works

Transit Capital

Mobility Advancement Program

Contract Monitoring Report - Equity Analysis

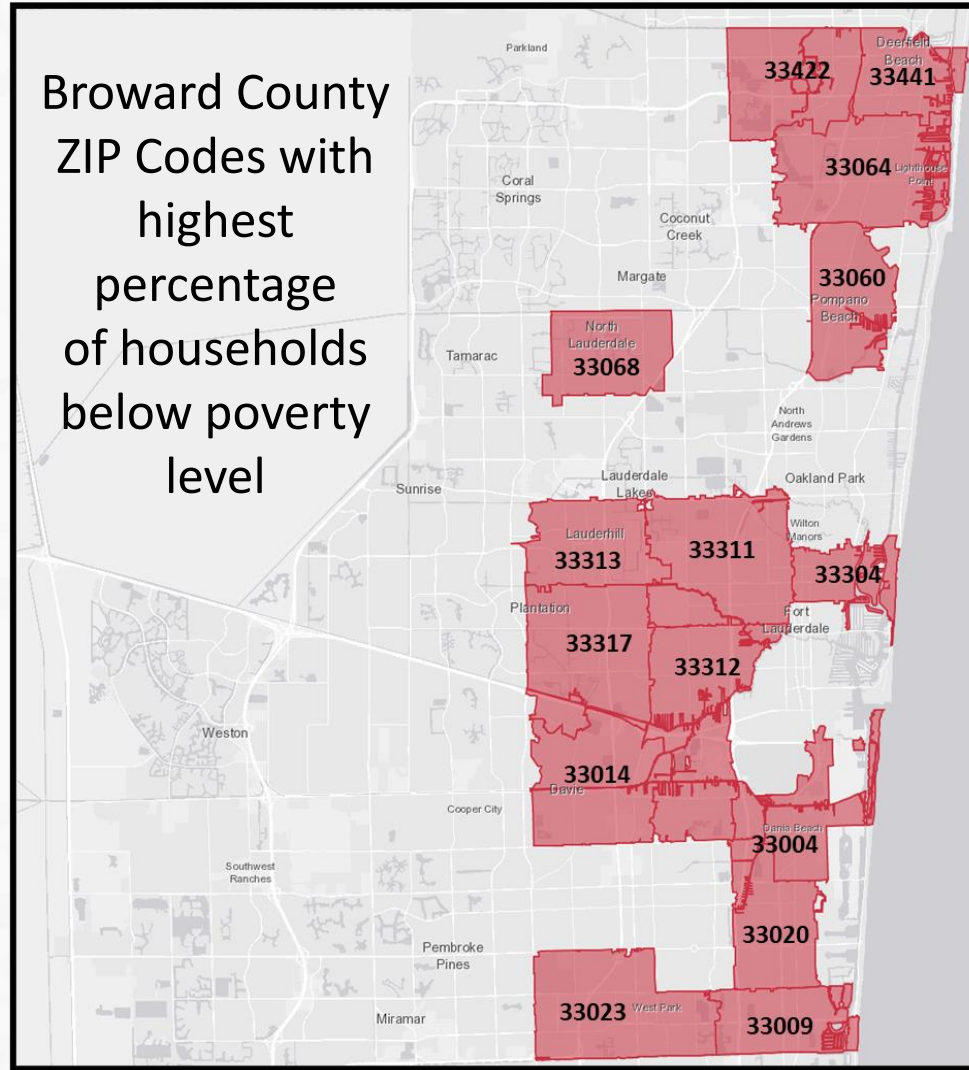
Contract Monitoring Report - Equity Analysis

Zip Code	Households below Poverty level	Unemployment Rate	FY2022_TOTAL
33311	29%	11%	\$16,214,579
33313	23%	7%	\$447,595
33060	21%	6%	\$6,782,907
33004	21%	7%	\$1,616,632
33009	21%	7%	\$6,609,144
33314	18%	6%	\$99,706
33441	18%	6%	\$8,418,432
33020	17%	7%	\$2,091,362
33064	16%	7%	\$9,220,901
33023	16%	8%	\$4,754,029
33068	16%	5%	\$2,787,188
33312	16%	6%	\$226,995
33317	15%	5%	\$1,328,380
33304	15%	4%	\$780,000
33442	15%	3%	\$4,018,726
33027	14%	4%	\$5,134,701
33309	14%	6%	\$2,071,673
33319	14%	8%	\$1,080,001
33334	13%	7%	\$1,645,592
33063	13%	5%	\$2,403,269
33065	13%	7%	\$780,000
33316	13%	6%	\$4,738,049
33069	13%	9%	\$7,503,709

Cross-functional collaboration and data integration for project tracking allows for various types of analyses, including:

- Total investments or by Discrete project’s managing agency
- Investments by Zip Code and by any US Census socioeconomic factor (e.g., poverty level, zero car households, homeownership status, unemployment rate, educational attainment)
- Life-to-Date, current year, Five-Year Plan or any pre-defined period

Surtax Investments 2022



American Community Survey – Census Bureau, 2018

Analysis by Zip Code includes:

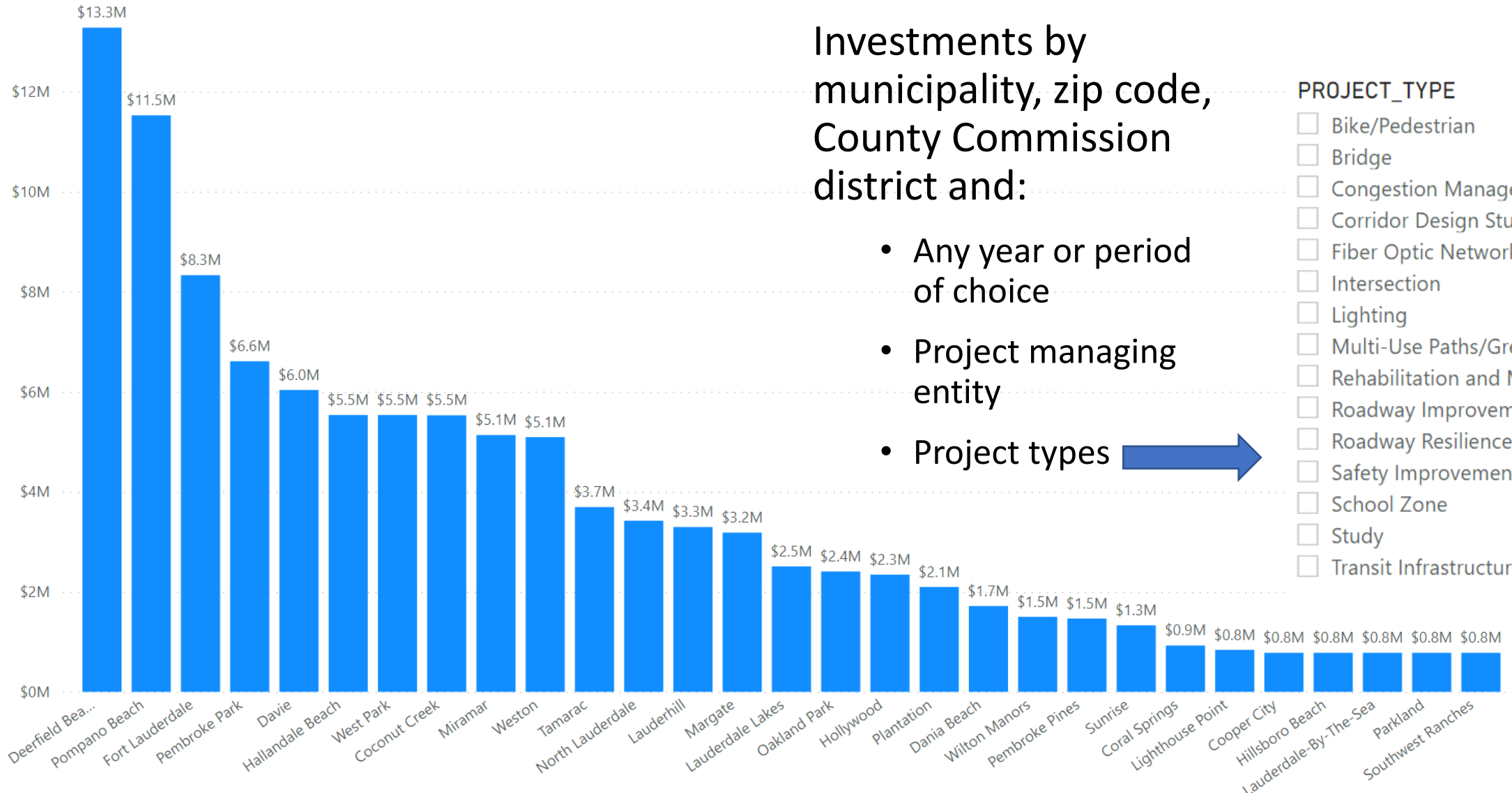
- Transit Infrastructure associated with a specific location (bus stops and shelters)
- BC Public Works capital projects
- Municipal Capital and Rehabilitation and Maintenance projects

and excludes:

- Countywide improvements, corridor studies, transit routes and amenities, transit studies, municipal community shuttle investments, and other projects that cross multiple jurisdictional boundaries
- **21.6%** of expenditures planned for investment in the zip code with the highest percentage of people living in poverty
 - From that, **79%** (\$12M) goes to pedestrian and bicycling safety improvements (lighting, bike/ped amenities and school zone projects)
- 40% of municipal projects occurring in high-need communities are in construction phases

Program Performance– Equity Analyses (DRAFT FY2022 Data, not life-to-date; not inclusive of Community Shuttle funding)

Surtax Projects by Municipality FY 2022



Investments by municipality, zip code, County Commission district and:

- Any year or period of choice
- Project managing entity
- Project types



- PROJECT_TYPE
- Bike/Pedestrian
 - Bridge
 - Congestion Management
 - Corridor Design Study
 - Fiber Optic Network
 - Intersection
 - Lighting
 - Multi-Use Paths/Greenways
 - Rehabilitation and Maintenance
 - Roadway Improvements
 - Roadway Resilience
 - Safety Improvements
 - School Zone
 - Study
 - Transit Infrastructure



Program Management Office (PMO)

- The Program Management Office (PMO) provides municipal project oversight as an extension of project tracking
- Project management oversight has begun for the 27 currently executed agreements with 13 municipalities
- Expected oversight activities have often been expanded to include, per invitation from municipalities, attending preconstruction conferences, progress meetings, etc.
- Such invitations represent positive signs of the partnership for success and enable the PMO's support of the municipality's management and accountability of their projects
- To date, meetings and interactions with the Broward County Surtax PMO have all resulted in very positive engagement and partnering relationships
- Municipalities submit a monthly Project Progress Status report to the PMO, reporting critical progress towards milestones

Finance: Mechanism to Track Leverage

Tracking Leverage:

- Municipal Surtax-Funded Projects:
 - The Quarterly Financial Report tracks leverage by requiring municipalities to include all non-surtax funding on the report, in addition to the surtax-funded portion.

- County Surtax-Funded Projects
 - MAP is currently working with programmers in Accounting and ERP to develop customized reports in the PeopleSoft financial system to track the leverage of all County surtax-funded projects.

Streamlining Procurement

Key Concepts

- Improving efficiency is an on-going effort
- MAP Procurement Strategist embedded within Purchase Division for a year to learn Code, systems, processes, etc.: now collocated with the MAP Admin. Team, but still incorporated w/Purchasing Division periodically.
- Anticipates process challenges and foster collaborative/creative solutions proactively
- Identify evidence-based approaches working in other jurisdictions, tracks opportunities for improvement, maintains data analytics on surtax related solicitations
- Champion creative strategies leveraging innovation and balancing business risks

Strategy for Success

- Strengthen relationships with procurement staff and key agency users
- Improve quality, bid-ability, and competition in surtax Statements of Work (SOWs)
- Encourage collaboration and early engagement of key stakeholders
- Shepherd key surtax projects through development, solicitation, evaluation, and award

Goals for 2022

- Early in 2022 – present an analysis recent procurements and share strategies for improving outcomes of future surtax procurements to the Board
- Surtax Core Team for Purchasing - project leads from agencies that receive surtax funds Identify process pain-points – collaborate on effective solutions
- Broward Purchasing Collaborative – Purchasing Directors from municipalities and County agencies receiving surtax funds. Leverage this existing forum to exchange information, innovate, and improve processes

Summary of Ongoing Initiatives

- Data visualization and reporting tools are flexible, adaptive
- Planning to show certain dynamic dashboards to you quarterly; post static data visuals to website
- We continue improving functionalities, accessibility, intuitiveness and accuracy of the Public Project Dashboard
- Website upgrades are in progress—moving to a new site host (independent from the County)

In the next section, we would like to hear from you!!

As the program progresses and evolves, what other types of data, reports, systems would assist you in your Oversight role?

Strategy Session (Setting Priorities) & Providing Direction for 2022

Chair Hooper and Oversight Board Members

Discussion/Direction regarding Annual Report DRAFT

Chair Hooper and Oversight Board Members

Discussion/Direction regarding Public Perception Survey (Draft Circulated 11/3)

Chair Hooper and Oversight Board Members

Other Discussion/Direction?

Conclude 2021 Oversight Board Retreat