



Regional Transportation Technical Advisory Committee
Modeling Subcommittee (RTTAC-MS)

Meeting Agenda

July 13, 2016 – 9:30 AM to 12:00 PM

Florida Department of Transportation District 6
Conference Room A
1000 NW 111th Avenue, 1st Floor
Miami FL 33172

Call-in information: 1.877.829.8910
Pin: 2114574

-
- I. Call to Order
 - II. Approval of the May 13, 2016 Meeting Minutes* (5 minutes)
 - III. Regional Household Survey Implementation – John Lafferty / Josh DeLaRosa (40 minutes)
 - IV. Regional Household Survey Quality Control –Anurag Komanduri (15 minutes)
 - V. Regional Household Survey -Origin-Destination Data Collection – Rosella Picado (20 minutes)
 - VI. Member Comments
 - VII. Next Meeting – August 31, 2016 (FDOT District 4)
 - VIII. Adjournment*

*Action Item



Regional Transportation Technical
Advisory Committee (RTTAC)
Modeling Subcommittee
May 13, 2016 Meeting Minutes

The following is a summary of the RTTAC Modeling Subcommittee (RTTAC-MS) meeting held on May 13, 2016 at the Palm Beach Metropolitan Planning Organization (MPO).

MEETING TIME AND LOCATION

Palm Beach MPO
2300 Jog Road
West Palm Beach FL 33411

MEETING ATTENDEES

1. Neil Lyn, FDOT D6, neil.lyn@dot.state.fl.us
2. Paul Flavien, Broward MPO, flavienp@browardmpo.org
3. Wilson Fernandez, Miami-Dade MPO, wfernandez@miamidademppo.org
4. Nick Uhren, Palm Beach MPO, NUhren@palmbeachmpo.org
5. Buffy Sanders, Broward MPO, sanders@browardmpo.org
6. Luke Lambert, Palm Beach MPO, llambert@palmbeachmpo.org
7. Shi-Chiang Li, FDOT D4, shi-chiang.li@dot.state.fl.us
8. Hui Zhao, FDOT D4, hui.zhao@dot.state.fl.us
9. Srin Varanasi, The Corradino Group, svaranasi@corradino.com
10. Anurag Komanduri, Cambridge Systematics, AKomanduri@camsys.com
11. Anders Hansen, abt SRBI, a.hansen@srbi.com
12. Josh DeLaRosa, abt SRBI, j.delarosa@srbi.com
13. John Lafferty, Parsons Brinckerhoff, lafferty@pbworld.com
14. Renee Cross, Palm Beach MPO, cross@palmbeachmpo.org

MEETING NOTES

Below is a summary of items discussed during the meeting. Action items and motions are underlined.

I. Call to Order

Neil Lyn called the meeting to order. All attendees introduced themselves, including those participating via teleconference.

II. Approval of March 30, 2016 Meeting Minutes

Neil Lyn made a motion for approval. The motion was seconded by Wilson Fernandez and unanimously approved by the RTTAC-MS.

III. Regional Household Survey Incentive Update

Wilson Fernandez introduced the item and reminded the subcommittee of the FDOT directive to remove incentives for the pilot and full survey. Wilson explained that the consultant team performed research on incentive use for other similar surveys across the nation. These results distributed to the RTTAC-MS in a memorandum. The research demonstrated how incentives contribute to response rates for the achievement of meeting a targeted sample size. It was noted that the response rate for the Pilot survey was less than 1% with no incentive while the team had set a target of 2% based upon the assumption of an incentive being offered. Upon discussions between the Miami MPO and FDOT at the conclusion of the pilot survey, it was decided that the full survey would proceed with the use of incentives on the condition that the FDOT logo would be removed from all survey materials.

A revised draft of the survey recruitment letter was distributed to the RTTAC –MS with the FDOT logo removed as well as additional language offering an incentive. Nick Uhren made a suggestion to place the incentive at the beginning of the letter. The RTTAC-MS offered to provide additional comments upon review. Paul Flavien thanked the efforts of Wilson and the Miami MPO to reinstate the survey incentive.

IV. Regional Household Survey Implementation

Anurag Komanduri gave a detailed overview of the sampling plan and attitudinal survey in a Powerpoint presentation.

Anders Hansen provided an overview of the household survey implementation. John Lafferty mentioned that as a result of the incentives issue not being resolved until early May the full survey will be initiated in late August to coincide with the beginning of the public school year. The consultant team is taking the opportunity to identify additional efficiencies and competitive pricing for printing. Once these costs are further finalized, a determination will be made as to the incentive amount that can be offered based upon the authorized budget.

Action item – The consultant team to identify incentive amount and vendor printing costs

Wilson noted that larger households tend to have lower response rates and therefore changes made to the online survey need to ease the burden on this group. Neil Lyn added that for those people that have multiple trip patterns it was cumbersome to enter data. Neil asked if this section of the survey could be streamlined. SRBI has been working to refine the survey based upon input received from the pilot survey and the RTTAC –MS. The RTTAC-MS requested that they would like to review the online survey prior to the July subcommittee meeting.

Action Item – The consultant team will provide to the RTTAC-MS test pins to access the survey materials online and then schedule a follow-up teleconference to receive input.

It was noted that since the survey was compressed to the fall timeframe that additional efforts may be necessary that extend into early 2017 to reach the targeted sample size of 5,000 completed surveys. Neil Lyn asked about the proportion of the mail out since the survey will be distributed in two batches. John explained that a definitive proportion has not been determined however, the initial mail out will be 60% to 70% of the targeted sample.

Wilson also suggested that the RTTAC-MS subcommittee members also receive the survey recruitment letter upon the initial mail out.

Action item – The consultant will collect RTTAC-MS members addresses to be included on the survey mail out in August.

There was clarification on the incentives amount which will be the same for each household.

Wilson suggested that the consultant team provide a weekly report on survey progress upon initiating in August. Upon further discussion the following metrics are to be reported over the sample period by the consultant team to include:

- | | |
|---|-----------------|
| 1.) Survey recruitment response: | Weekly (Monday) |
| a. Number of recruits by geography | |
| 2.) Number of survey retrievals by geography: | Weekly (Monday) |
| 3.) Summary of County Target Tables Completion: | Monthly |
| 4.) Number of GPS households completed: | Monthly |

Luke Lambert made a motion for approval of the reporting metrics. The motion was seconded by Neil Lyn and unanimously approved by the RTTAC-MS.

Anurag added that a series of QA/QC checks to assess the quality of the data will also be performed and occur in the fall and in early 2017 - January (if necessary).

V. SERPM 7.0 Zonal Update

Hui Zhao introduced the item to update the subcommittee on proposed zonal updates for SERPM 7.0. Luke Lambert, Palm Beach MPO, identified one zonal change and a MAZ boundary that was shifted to the east in Palm Beach County. Luke added the addition of the Avenir project in Palm Beach Gardens - 4763 acres of mixed use development north of Northlake Boulevard and south of Beeline Highway Lake for the 2040 Plus network

Paul Flavien, Broward MPO explained that Broward's changes result from the planning council's approvals for new development projects. Paul did work with Mike Brown to make these changes in the 2040 Plus network. These changes will be incorporated into the SERPM 7.062.

Renee Cross made a motion for approval on the SERPM 7.0 zonal updates. The motion was seconded by Wilson Fernandez and unanimously approved by the RTTAC-MS.

As a follow-up, Luke Lambert suggested consistency among the three counties. One example is the population density and employment density estimates. Renee Cross suggested that a milestone schedule be developed and presented to the RTTAC – MS for review and comment.

Luke Lambert made a motion for approval for the development and presentation of a milestone schedule to the RTTAC-MS. The motion was seconded by Wilson Fernandez and unanimously approved by the RTTAC-MS.

VI. SERPM 7.0 Network Update

Miami MPO received an inquiry from MDX on the coding of SR 836 (HEFT to I-95). Based upon a review it was determined that the majority of comments were in response to the MPO's coding for auxiliary and/or collector roads on expressway facilities as general purpose lanes. The Miami MPO may propose minor adjustments which would need to be brought before the RTTAC-MS for approval. Shi-Chang commented that we conduct coding as a baseline for the system network not for individual facilities.

There was a question as to whether error corrections require subcommittee action. Wilson Fernandez confirmed that for these type of corrections no action is needed from the RTTAC-MS.

VII. Member Comments

No comments.

VIII. Next Meeting – July 13, 2016 (FDOT District 6)-

XI. Adjournment

The meeting was adjourned by Neil Lyn at 11:27 pm.