



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

Meeting Agenda

March 30, 2016 – 9:30 AM to 12:00 PM

Broward MPO Trade Centre South,  
100 West Cypress Creek Road,  
Suite 850, Fort Lauderdale 33309

Call-in information: 1.877.829.8910  
*Pin: 2114574*

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- I. Call to Order
- II. Approval of the March 18, 2016 Meeting Minutes\* (5 minutes)
- III. Pilot Survey Discussion "What We Learned" – John Lafferty / Josh DeLaRosa (30 minutes)
- IV. Full Survey – Use of Incentives – Full Study (40 minutes)
- V. Sampling Plan – Anurag Komanduri (45 minutes)
- VI. Attitudinal Survey – Anurag Komanduri (30 minutes)
- VII. Member Comments
- VI. Adjournment\*

\*Action Item



Regional Transportation Technical  
Advisory Committee (RTTAC)  
Modeling Subcommittee  
March 18, 2016 Meeting Minutes

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The following is a summary of the RTTAC Modeling Subcommittee (RTTAC MS) meeting held at 10:00 AM on March 18, 2016 at the Miami Metropolitan Planning Organization (MPO).

#### MEETING LOCATION

Stephen P. Clark Center  
111 NW 1st Street  
CITT Conference Room, 10th Floor  
Miami, FL 33128

#### MEETING ATTENDEES

1. Wilson Fernandez, Miami-Dade MPO, [wfernandez@miamidademppo.org](mailto:wfernandez@miamidademppo.org)
2. Buffy Sanders, Broward MPO, [sanders@broward.po.org](mailto:sanders@broward.po.org)
3. Luke Lambert, Palm Beach MPO, [llambert@palmbeachmpo.org](mailto:llambert@palmbeachmpo.org)
4. Hui Zhao, FDOT D4, [hui.zhao@dot.state.fl.us](mailto:hui.zhao@dot.state.fl.us)
5. Neil Lyn, FDOT D6, [neil.lyn@dot.state.fl.us](mailto:neil.lyn@dot.state.fl.us)
6. Scott Seeburger, FDOT D4, [scott.seeburger@dot.state.fl.us](mailto:scott.seeburger@dot.state.fl.us)
7. Jeanette Berk, RSG, [Jeanette.Berk@rsginc.com](mailto:Jeanette.Berk@rsginc.com)
8. Srin Varanasi, Corradino, [svaranasi@corradino.com](mailto:svaranasi@corradino.com)
9. Gavin Jones, BCC Engineering, [gjones@bcceng.com](mailto:gjones@bcceng.com)
10. Peng Zhu, Cambridge Systematics, [pzhu@camsys.com](mailto:pzhu@camsys.com)
11. Josh DeLaRosa, abt SRBI, [j.delarosa@srbi.com](mailto:j.delarosa@srbi.com)
12. Anders Hansen, abt SRBI, [A.Hansen@srbi.com](mailto:A.Hansen@srbi.com)
13. John Lafferty, Parsons Brinckerhoff, [lafferty@pbworld.com](mailto:lafferty@pbworld.com)
14. Rosella Picado, Parsons Brinckerhoff, [picado@pbworld.com](mailto:picado@pbworld.com)

#### 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 the people attending via teleconference.

#### II. Approval of February 24, 2016 Meeting Minutes

Wilson Fernandez made a motion for approval. The motion was seconded by Luke Lambert and unanimously approved by the RTTAC MS.

#### III. Pilot Survey Update

Neil Lyn introduced the agenda item. John Lafferty provided an update on the pilot survey results to include a total of 70 respondents that completed the online survey. From the 70 about 50% or 36 respondents were requested to participate in the GPS two-day travel diary with 17 completing the travel diary. Therefore, a total of 17 complete samples were collected during the pilot as of today's meeting time. John informed the group that 19 surveys have been started but not yet completed however; the likelihood of receiving these as complete samples is low based upon previous experience. The overall response rate was 0.6% which is less than the 2% response rate necessary to reach the sample target of 80. John mentioned that a memorandum is being prepared to document the pilot survey results. The memorandum will also provide information on the use of incentives and corresponding response rates based upon recently completed travel surveys.

John asked that all comments on the attitudinal survey be submitted within the next day. Furthermore, TAD information is still needed for Palm Beach County for purposes of the origin and destination task. Luke Lambert responded that he would assist in providing to the consultant team.

Wilson stated that it needs to be assured that the study captures the various movements and destination within the TAD's based upon the various freight hubs such as ports, airports etc. Rosella explained that the intent of the TAD's to provide coordinates for O&D which will be delivered for both personal and commercial travel. Wilson asked the subcommittee members to identify freight hubs within the region for purposes of providing an inventory of locations within each county. Wilson also suggested that Cambridge Systematics provide additional guidance on the various freight districts as based upon their experience within the region.

#### IV. SERPM 8.0 Model Development

Hui Zhao informed the RTTAC MS that the scope of services was distributed to subcommittee members for review and comment in advance of the March 21<sup>st</sup> advertisement date. Comments from the subcommittee on the scope of services include the following:

- 1.) Page 4; 4<sup>th</sup> paragraph; Zonal data issue; Based upon the FHWA peer group suggestion related to employment. This is expected to be a large undertaking for the consultant. Wilson stated that the Miami MPO wants to retain the ability to prepare Miami-Dade's zonal data. Buffy Sanders added that the Broward MPO also prepares their own zonal data. Neil asked Rosella as to what was done on the SERPM 7.0 effort. Rosella stated that BEBR data were applied as well as information and data as obtained from each of the three MPO's.
- 2.) Page 6; Section 2.4 –Travel time / speed data. Additional language will be added to this item to establish the coverage of speed data.
- 3.) Page 11: Meetings: Suggested to provide a limited amount for project meetings and identify meeting type. For example, the selected consultant will be responsible for the organization and administration of the RTTAC-MS meetings. Therefore, a number of meetings should be identified for the consultant to attend, prepare the agenda package and meeting notes while also addressing the project management meeting requirements of the scope. Suggest changing progress meeting to a program management meeting
- 4.) General Comment: Wilson suggested that a focal point of the SERPM 8.0 effort should be a product that is user friendly such that all partners are equipped to run the model themselves.

Buffy Sanders made a motion for approval of the scope of services to include the revisions and clarifications to the scope as previously discussed. The motion was seconded by Luke Lambert and unanimously approved by the RTTAC MS.

Hui Zhao will distribute the final scope of services by end of the day.

The cone of silence will be in effect from the March 21<sup>st</sup> advertisement date through the selection of a consultant. Buffy Sanders asked whether the cone applies only to the evaluation member committee members of the entire agency being represented on the selection committee. Hui responded that the cone of silence applies only to the selection committee members.

VII. Member Comments

Buffy Sanders thanked the Miami MPO for hosting the RTTC MS meeting.

The next RTTAC MS meeting is scheduled for March 30<sup>th</sup> at the Broward MPO.

X. Adjournment

The meeting was adjourned by Neil Lyn at 11:22AM.