
TABLE OF CONTENTS

PART III – PROGRAMMING GUIDELINES	1
CHAPTER 1: ADMINISTRATION.....	1
1. GENERAL OVERVIEW.....	1
2. PROGRAMMING GUIDELINES	1
3. FIXED CAPITAL OUTLAY	1
A. OVERVIEW	1
B. PROGRAMMING GUIDELINES	2
4. HUMAN RESOURCE DEVELOPMENT	3
A. OVERVIEW	3
B. PROGRAMMING GUIDELINES	3
5. FINANCIAL CONSIDERATIONS	3
A. BOXES (CONTINGENCY, RESERVE AND TARGET)	3
B. TARGETS (SCHEDULE B).....	9
C. PAVEMENT CONDITION ALLOCATIONS.....	10
D. RIGHT OF WAY AND BRIDGE BONDS	12
E. ESTIMATES.....	12
6. LEGAL EXPENSES DIRECTLY RELATED TO A SPECIFIC FINANCIAL PROJECT.....	12
A. OVERVIEW	12
B. PROGRAMMING GUIDELINES	12
7. RURAL ECONOMIC DEVELOPMENT INITIATIVE.....	13
8. REFERENCES.....	13

PART III – PROGRAMMING GUIDELINES

CHAPTER 1: ADMINISTRATION

1. GENERAL OVERVIEW

The Administration program includes Central Office and district staff, buildings, equipment and materials required to perform information management development (data processing), fiscal, budget, minority programs, personnel, executive direction, document reproduction, internal audit, and contract functions of the Department. The costs to perform these functions are operating in nature (overhead costs) and are not programmed as line items in the Department's Work Program. An exception to this is when Human Resource Development (HRD) or consultant budget is appropriated for specific activities requiring the execution of a contract. These consultant activities are programmed in the Department's Work Program to facilitate the recording of encumbrances in the accounting system.

The Finance and Administration, Engineering and Operations, and District Intermodal Systems Development budget coordinators are responsible for coordinating with the applicable Work Program Manager to ensure consultant fees budget (appropriation category 100686-operating budget) and HRD budget for consultants is programmed. The basis for the levels programmed will be the applicable amounts requested in the Department's Legislative Budget Request. The original LAS/PBS issue number must be specified in the extra description field of the item in WPA.

2. PROGRAMMING GUIDELINES

- A. Consultant Fees (operating category) for Central Office Planning and Engineering and Finance and Administration (excluding equal opportunity programs) are to be programmed under transportation system 13, 03, 05, phase A2, program number 00 (Administration Consultants) using "D" funds.
- B. Equal Opportunity Programs should be programmed under transportation system 13, phase A2, program number 00 using either SSM or D funds. SSM funds are unmatched federal funds that are made available by FHWA for the Department to develop, conduct and administer training and assistance programs in order that minority and women businesses may achieve proficiency to compete, on an equal basis, for contracts and sub-contracts. The D funds are set up to comply with budget appropriated by the 1993/94 Legislature to contract with surety companies to bond the DBE's for the Department's construction projects. This was to guarantee the successful completion of a project once initiated by a participant in the DBE.
- C. In-house projects may be programmed to support and identify use of staff and resources according to management objectives. Use program number 00, phase A1 to program in-house administrative activities.

3. FIXED CAPITAL OUTLAY

A. OVERVIEW

Section 216.011, F.S., defines "Fixed Capital Outlay" as real property (land, buildings including appurtenances, fixtures and fixed equipment structures, etc.) including additions, replacements, major repairs and renovations to real property which materially extend its useful life or materially improve or change its functional use and includes

furniture and equipment necessary to furnish and operate a new or improved facility when appropriated by the Legislature in the fixed capital outlay appropriation category.

The Department has 19 months from the effective appropriation date to have a project “under contract,” per Section [216.301\(2\)\(a\), F.S.](#) Appropriations are authorized on July 1 and the statutory reversion date falls 19 months later (February 1). Failure to meet this requirement shall cause funds to revert.

If the primary purpose of the appropriation is “under contract” the fixed capital outlay appropriation is not subject to reversion. Appropriations are considered “under contract” if a formal contract between the state and a construction contractor exists, or if a notice to award has been issued to the selected competitive bidder.

The Districts are responsible for programming FCO projects according to the levels approved by Central Office Management/Executive Board and as provided by the Central Office Program Manager. The District FCO Coordinators are responsible for the development and management of their District FCO Program.

B. PROGRAMMING GUIDELINES

- 1) New Item/Segments shall be established for each new appropriation.
- 2) Item segment comments (extra description lines) of all projects shall include the following information:
 - Line 1 = Budget Entity, Category, EO, Appropriation Amount
Example: 55150200 - 088569 - 96 - \$150,000
 - Line 2 = Org Code, Fiscal Year, Object Codes
Example: 55632000962 - 12/13 - 134019, 563019
- 3) No budget with supporting funds shall be moved from one item to another without prior approval from the Statewide FCO Program Manager to transfer budget, either through an allotment transfer or budget amendment as defined in Section [216.292, F.S.](#), with the exception of projects that are within the same budget entity, category, cost center **AND** fiscal year. Any proposed project adjustment that would change the original appropriation amount must be coordinated through the FCO Program Manager in the Central Office.
- 4) The Turnpike Enterprise Fixed Capital Outlay Program is subject to the same level of review and control as are other Department buildings. Turnpike Enterprise buildings not involved in the collection of Turnpike revenue, or not directly related to a specific Turnpike project will be considered part of the Department’s FCO Program. More specifically, those buildings on Florida’s Turnpike Enterprise which are primarily administrative in nature and are not associated with collection of Turnpike Enterprise revenue such as toll plazas, sales facilities, service stations or facilities required for the operations of a specific revenue producing project shall be included in the Department’s Fixed Capital Outlay Program.
- 5) Use the following phases:
 - Projects requiring design services (architectural, mechanical, structural or electrical) shall be programmed with a PE consultant phase 32.

- Projects requiring land acquisition shall be programmed as phase 43.
- FCO Projects are eligible for the Department's Design Build program. Design/build contracts are to be identified in WPA as Phase 52, Contract Class 9. To program stipends for Design Build projects, see the Special Contracting Methods chapter of these instructions.
- FM will not automatically generate DIH funds when a phase 52 is added to a FCO project. If in-house funding is needed, it must be added manually.
- Furniture and equipment purchases necessary to initially furnish and operate a new or improved facility shall be programmed as Phase 93 in WPA.
- Use transportation system 12 to program all FCO projects and FCO fund code. Turnpike Enterprise projects are to be programmed using an appropriate Turnpike fund.

4. HUMAN RESOURCE DEVELOPMENT

A. OVERVIEW

Human Resource Development (HRD) activities are appropriated in a special category to be expended for various object classifications including: expense items, equipment purchases, and contracted training programs. The use of HRD budget for in-house activities is included in the in-house targets required to be programmed. However, when this budget is used for contractual purposes, a separate financial project must be established to facilitate the Department's contractual and fiscal processes.

B. PROGRAMMING GUIDELINES

The costs to perform these functions are operating in nature (overhead costs) and are not programmed as line items in the Department's Work Program. An exception to this is when Human Resource Development (HRD) or consultant budget is appropriated for specific activities requiring the execution of a contract. These consultant activities are programmed in the Department's Work Program to facilitate the recording of encumbrances.

Consultant contracts for trainers using HRD budget must be programmed under transportation systems 03, 05 and 13, phase A2, program number 00, using "D" funds if the HRD budget is appropriated in the Administration, Planning, Public Transportation, Gainesville Materials and Testing, or Maintenance program areas. If HRD budget is appropriated in the Production or Construction components, HRD consultants should be programmed with "DIH" funds or allocated federal funds.

5. FINANCIAL CONSIDERATIONS

A. BOXES (CONTINGENCY, RESERVE AND TARGET)

1) OVERVIEW

Box items are programmed in each year of the Work Program and are identified as Contract Class 8 along with box codes. Their purpose is to hold funds to be used to

protect the Adopted Work Program and to ensure the priorities of the Department are met. No expenditures may be made from a box item. There are three types of box items: Targets (TG), Reserves (RV) and Contingencies (CN).

- **Targets** are defined as financial resources established to ensure certain Work Program levels are identified in program areas. Only use TG box code if all years are for targets. No target boxes should be programmed in the current year of the Adopted Work Program and the first two years of the Tentative Work Program.
- **Reserves** are divided into project reserves and program area reserves.
 - **Program Reserves** are defined as items that should be programmed in the Tentative Work Program for future needs where specifics are not known but a future need has been identified. These amounts are manually identified by the Program Managers based on Executive Management Direction and will be used for specific projects/programs in the future.
 - **Project Reserves** are defined as items that should be programmed in the Tentative Work Program for a future need where specifics are not known or for which funds are being gathered; e.g., a federal earmark for construction dollars on a specific project but not enough to fully fund construction. Project Reserves must be approved by Central Office. Only use RV box code if all years are for reserves.
- **Contingencies** represent the amount for cost overruns, claims in litigation, estimate changes and supplemental agreements. Use CN box code for all contingencies and boxes with mixed funding (reserves and targets). Contingency funds for all federal funds should be programmed and maintained at a minimum acceptable level to cover ongoing work and ensure contingency needs for projects off the State Highway System are covered. **Federal boxed funds must be adjusted frequently, to ensure they are fully utilized each federal fiscal year.** State or other funds should be boxed in lieu of federal funds to protect projects on the State Highway System.

2) PROGRAMMING GUIDELINES

- All box items are to be coded as contract class 8.
- Use Box Code TG for target boxes; CN for contingency boxes; and RV for reserve boxes.
- Supplemental agreements, cost overruns and other types of potential financial impacts that are eligible for federal reimbursement shall be programmed with federal funds.
- Program box items for each appropriation category and each fund in each year of the Tentative Work Program, as appropriate. ACXX funds must not be programmed in box items, regardless of box type (TG, CN, or RV).

a) Methodology for Box Item Analyses

The system generated Box Analyses relate only to the Highway and Bridge Programs. **Public Transportation (including Intermodal), Planning, Maintenance and Operations, FCO, and Administration programs are not included in the box analyses due to the nature of these programs.** These programs relate to grant categories, consultant agreements with fixed amounts, or routine/scheduled operational expenditures and normally do not require supplemental agreements or litigation. The individual Program Offices for the Non-Highway and Bridge Programs will be responsible for identifying, documenting, and establishing criteria for boxed amounts.

Criteria for District Targets

In-House - Phase Type 1

Based on Box Codes

PE Consultant - Program Plan L03/L04 including ph 62/pgm 40 Post Design

Based on Box Codes

Resurfacing - Program Plan J

Current year plus first two years of Tentative are contingencies

Last 4 years of Tentative are based on the box code of CN for contingencies; TG (target years 3-5) and RV (reserves).

Criteria For District Reserves

Bridge Repair - Program Plan K01

Based on Box Codes

Safety – Program Plan I01

Based on Box Codes

Advance Acquisition – Program Plan C03 & C04

Based on box codes

Utilities – Phase 56 with LF funds

Current year plus all 5 years of Tentative are reserves

Project Specific

Current year plus all 5 years of the Tentative are reserves

Criteria For Statewide Reserves

PE Reserve

Bridge Program – Current year plus all 5 years of Tentative

SIS/FIHS is current year plus all years of Tentative and SIS/FIHS Plan

Bridge Inspection

Current year plus all 5 years of Tentative

ITS, Weigh Stations, Rest Areas

Current year plus all years of Tentative and SIS/FIHS Plan

Operational Quick Fixes

Current year plus all years of Tentative and SIS/FIHS Plan

Advance Acquisition

Current year plus all years of Tentative and SIS/FIHS Plan

Safety - Rail/Highway Crossing – Program # 53

Current year plus first 2 years of Tentative are contingencies

Last 3 years of Tentative are reserves

Criteria For Highway And Bridge Programs Contingency Analysis

When reports are generated with instructions for “all phases and program numbers,” the following program numbers are excluded: 37 (FCO), 39 (Local Government Advance Reimbursement), 52 (AC Conversion), 61 (Repayment to SIB), 69 (Transfer to SIB), 75 (Transfer from SIB), 78 (TFRTF Reimbursement) and 26 (Disaster Recovery).

SIS/FIHS Program (Statewide Funds)

Use fund codes I, IM, ACIM, IMD, NH, ACNH, DI, ACI, BNIR, EBNH, ACEN, MANH, REST, NHIR, GMR; include all phases and program numbers using these fund codes, on transportation systems 01 (Intrastate Interstate), 02 (Intrastate Turnpike), 03 (Intrastate State Highway), 04 (Intrastate Toll), 13 (Non-System Specific). Use fund code DIS, include all phases and program numbers using this fund code on any transportation system. Contingencies and Reserves are determined by reports with IN.. funds and program level is determined as IN01 (including all funds on items) excluding boxes.

Bridge Program (Statewide Funds)

Use fund codes NHBR, ACBR, BRT, BRTD, BRTZ, MABP, MABR, BNBR, BZAC, EBBP, ACEN and BRP; include all phases and program numbers using these fund codes. Contingencies and Reserves are determined by reports with BR.. funds and program level is determined as BR.. excluding boxes.

Intelligent Transportation System (ITS) Program (Statewide Funds)

Use fund code DITS, include all phases and program numbers using these fund codes. Contingencies and Reserves are determined by reports with DITS funds and program level is determined as DITS excluding boxes.

Rest Area Program (Statewide Funds)

Use fund code DRA, include all phases and program numbers using these fund codes. Contingencies and Reserves are determined by reports with DRA funds and program level is determined as DRA excluding boxes.

Weigh Station Program (Statewide Funds)

Use fund code DWS, include all phases and program numbers using these fund codes. Contingencies and Reserves are determined by reports with DWS funds and program level is determined as DWS excluding boxes.

Safety Program

Safety is the Department's number one priority. Therefore, all safety funds (ex: HSP) are to be used on system projects. Contingencies for unforeseen conditions or cost overruns on safety-related projects are to be programmed with state funds (DDR for on-system) or flexible federal funds (other STP funds) if a safety box item is needed.

District Programs

Use all District fund codes, excluding the Statewide fund codes noted above. ACXX funds and the funds listed below in (b) General Assumptions, include all phases and program numbers using these fund codes, on transportation systems 01 (Intrastate Interstate), 03 (Intrastate State Highway), 04 (Intrastate Toll), 05 (Non-Intrastate State Highway), 06 (Non-Intrastate Off State Highway), 07 (Non-Intrastate Toll) and 16 (off state/off federal). Contingencies are determined by reports with all District funds with Contract Class 8 and program level is determined as all programs excluding transportation system 01, both dependent upon criteria listed above.

Turnpike Enterprise Programs

The Turnpike Enterprise analysis should include all Turnpike funds and transportation system 02 (Intrastate Turnpike). Contingencies are determined by reports with Turnpike funds only and program level is determined as Transportation System 02 (Intrastate Turnpike) excluding Statewide funds (Bridge and SIS/FIHS described above).

b) General Assumptions

- i. Amounts included for contingency analyses only address contract class 8.
- ii. 30% of District projects programmed using Statewide funds for SIS/FIHS and/or Bridge will be considered as part of the District programmed level for contingency analysis.
- iii. RBRP, SCOP, SCRA, GRSC, SIBE, TFRT, CIGP, CIGR and TRIP will not be included in the box analysis.
- iv. Earmark funds will be excluded if programmed as a Contract Class 5 or if programmed as a Transportation System 06 or 16.
- v. SE funds will be excluded if programmed as a Contract Class 5.
- vi. Boxed items for the Miami Intermodal Center (MIC) are not included in the box analysis, regardless of the funds programmed.
- vii. LF funds on a Contract Class 8 will be included as a reserve account, regardless of box code.

c) Public Transportation, Planning, Maintenance and Operations, FCO, and Administration Programs

Once we have agreement on how contingencies will be analyzed on highways and bridges, we will begin work on this other program areas. Box items should be programmed in the current year of the Adopted Work Program and each year of the Tentative Work Program.

d) Construction Cost Inflation Factors

Inflation factors for construction costs will be utilized in the development of the Tentative Work Program as indicated below. These inflation factors will automatically generate the new estimates for anything gamed in WPA by applying these factors to the Present Day Costs (PDC's) in WPA. **All estimate changes must be made in the Adopted file; DO NOT make estimate changes in the Proposed file (gaming).** Shaded areas beginning in FY 16/17 cover the 10-year period for the SIS program.

FISCAL YEAR	INFLATION FACTOR	MULTIPLIER	FISCAL YEAR	INFLATION FACTOR	MULTIPLIER
12/13	3.3%	1.033	17/18	3.3%	1.215
13/14	3.3%	1.067	18/19	3.3%	1.255
14/15	3.3%	1.102	19/20	3.3%	1.297
15/16	3.3%	1.139	20/21	3.3%	1.339
16/17	3.3%	1.176	21/22	3.3%	1.384

Note: Base Year is 10/11

B. TARGETS (SCHEDULE B)

1) OVERVIEW

Schedule B defines District targets for programming in selected program categories. Any acceptable fund code may be used to achieve these required program levels. These targets must be met within the tolerance allowed in the following table.

Targets in product categories result from decisions of the Executive Committee for distribution of resources to support policy and program objectives of the Department.

Targets in product support categories are established to assure sufficient levels for in-house staff direct charges.

a) Target Definition and Review Criteria

Florida Intrastate Highway System

Minimum target, reviewed on an annual basis, based on statutory requirements. Target is reviewed at the statewide level.

In-House (PE, CEI, R/W, Traffic Ops-DPIN)

In-house Schedule B programming Targets are established for Product Support sub-categories, Planning, and Routine Maintenance.

1. Product Support includes Preliminary Engineering (PE), Construction Engineering Inspection (CEI), Right-of-Support (R/W) and Traffic Operations (TO). The bases for these targets are program component operating budget amounts by District from the General Appropriations Act (GAA). The target value equals the program component budget reduced by estimated indirect cost. The remaining Direct Cost portions should be programmed as productive labor on specific project phases. These are minimum programming levels evaluated in Work Program reviews on a cumulative annual basis from the first year of the Tentative Work Program. Five year totals for the four targets taken as a whole is the basis for evaluation criteria. Emphasis should be made to program to direct projects. Over-programming of this target is encouraged with reductions in corresponding indirect charges.

2. In-House Planning and Environment (PLEMO)

The basis is 100% of PLEMO budget from GAA by District. These targets are linked to Federal HP funds with State D funds for non-federal activities. The targets represent zero tolerance values and must be balanced from the current year through the last year of the Tentative Work Program. Other district funds may be programmed, but will not be counted towards the Schedule B target.

The PLEMO targets are composed of five programming targets identified from Program Plan Q01 and Q02:

- a) Operating Consultants (HPPC) with Federal HP funds,

- b) Operating budget for Planning and Environment (PLHP) with Federal HP funds
- c) Work Program Planning Consultants and Grants with Federal HP funds
- d) Work Program Planning Consultants and Grants with State D funds
- e) Operating budget for Planning and environment (PLNI) with State D funds for non-federal activities.

In-House (Maintenance)

No-tolerance target, reviewed on an annual basis. Target is set based on 100% of in-house budget from GAA Program Component. No over or under programming is allowed.

Intelligent Transportation Systems Operations and Replacements

No tolerance target, reviewed on an annual basis using statewide DITS funds. Other district funds may be programmed, but will not be counted towards the Schedule B target.

Maintenance (Highway Maintenance and D.O.C. M&O Contracts, Contract Bridge Inspection, NPDES, Highway Beautification, Management Consultant /Contracts)

No tolerance targets, reviewed on an annual basis, established to ensure programming of non-allocated “D,” “TMxx,” and Turnpike district funded Maintenance Program at the level approved by the Executive Board.

PE Consultant

The basis for this district target is set by Executive Committee. Policy is to use the Adopted Work Program with the new year of the Tentative Work Program established by each district. Workload analysis supports the policy. This is a minimum target. Over-programming is encouraged to support a continuing Advanced Production construction program. Review criteria is cumulative from current year through last year of the Tentative Work Program.

Resurfacing (Rural Arterial, Urban Arterial, Interstate and Turnpike)

C. Pavement Condition Allocations

To reduce redundant reporting, Resurfacing Program targets are no longer published in Schedule B and are excluded from the Target Analysis Report. The Resurfacing Compliance Monitor will be the only report used to manage this program. These are minimum allocations which must be met annually from current year through the last year of the Tentative Work Program.

Lane mile allocations are established in accordance with the criteria of Safety; Preservation of the system (cracking or structural deficiency); Ride (roughness, measured by the Laser Profiler); or other, as needed to maintain the integrity of the system. Basis for allocations is as follows:

- 1) Statewide Arterial lane mile allocations are based on:

- a) FY 2012 4.00% of the estimated system size
 - b) FY 2013 4.75% of the estimated system size
 - c) FY 2014 5.50% of the estimated system size
 - d) FY 2015 5.30% of the estimated system size
 - e) FY 2016 5.50% of the estimated system size

 - f) FY 2017 5.50% of the estimated system size
- 2) District Arterial lane mile allocations are based on:
- a) FY 2012 – FY 2017 statewide allocation x percent predicted to be deficient by Florida Analysis System for Targets (FAST).
- 3) Only projects programmed ON the State Highway System and use phase 52, 54 or 58 will count towards meeting District allocations. Urban and Rural targets are rolled together when determining if allocations are met. Local funds, except LFR & LFRF, are excluded from the arterial resurfacing allocations.
- 4) If a District desires to add ancillary items to project scopes that would cause their District average resurfacing lane mile cost to exceed the previously approved statewide lane mile cost, then the district must supplement the resurfacing allocation with other District allocated funds.

Districts and Statewide Program Managers should use the “Resurfacing Monitor” to manage their resurfacing program and compare the Tentative Work Program to approved lane mile and funding allocations. Instructions for running the Resurfacing Monitor are in the Work Program Administration Screens and Reports Chapter of these Instructions.

Right of Way Land

Minimum target, reviewed on an annual basis at the statewide level. Targets for the first four years of the Tentative match existing programming in current Adopted Work Program. These targets serve as a general guide to ensure adequate amounts of right-of-way land are programmed in future years.

Service Patrol Contracts

No tolerance target, reviewed on an annual basis using “D” and “TMxx” funds. Other eligible district allocated funds may be programmed, but will not be counted towards the Schedule B target.

Public Transportation

Minimum targets, reviewed on an annual basis, established to comply with Florida Statutes direction to program 15% of non-exempt State Transportation Trust Fund revenues for Public Transportation projects.

See instructions on submitting a “Projection Analysis Report” (a/k/a Target Analysis Report) in the Work Program Administration Screens and Reports Chapter of these Instructions.

D. RIGHT OF WAY AND BRIDGE BONDS

Section 17 of Article VII of the Constitution of the State of Florida provides the state may sell bonds for "the cost of acquiring real property or the rights to real property for state roads as defined by law, or to finance or refinance the cost of state bridge construction, and purposes incidental to such property acquisition or state bridge construction". Section [337.276, F.S.](#) gives the authority to sell the bonds. Per Section [206.46\(2\) F.S.](#), notwithstanding any other provisions of law, from the revenues deposited into the State Transportation Trust Fund a maximum of 7 percent in each fiscal year shall be transferred into the Right-of-Way Acquisition and Bridge Construction Trust Fund to pay for debt service coverage of R/W and bridge construction bonds. The annual amount transferred under this subsection shall not exceed an amount necessary to provide the required debt service coverage levels for a maximum debt service not to exceed \$275 million.

Schedule A contains allocations of R/W and bridge bond proceeds for the following programs:

	<u>FUND</u>
Acquisition of R/W	
Non-Turnpike Allocation	BNDS
Turnpike Allocation	BNPK
Intrastate	BNIR
Bridge Construction	BNBR

Bond funds may be used for R/W Acquisition, Bridge Construction, R/W OPS, and Consultants supporting acquisition or construction. Bond funds may not be used for in-house support phases. **Bond funds may not be used for payments to DEP for wetlands mitigation EXCEPT when associated with a bridge construction project.** As noted under "Advanced Acquisition of R/W" for the R/W program, projects on the FIHS shall be given priority and conform to the SIS 2035 Cost Feasible Plan.

E. ESTIMATES

Phases need to be programmed to the full amount of the Department's estimate. Note: Programming of minor amounts (\$1-\$100) as placeholders is not allowed.

6. LEGAL EXPENSES DIRECTLY RELATED TO A SPECIFIC FINANCIAL PROJECT

A. OVERVIEW

Legal expenses directly related to a construction project are considered part of the overall cost of construction management of the project. Legal expenses, i.e., expert witness or outside attorney fees, will be programmed and managed by Central Office staff in the Office of the General Counsel, with assistance from the Office of Work Program. These expenses may occur prior to construction or after construction begins.

B. PROGRAMMING GUIDELINES

- A Central office (managing district 10) Work Program item number 405877-1-62-01 has been established and is administered by the Office of General Counsel.

- Funding will be \$2,500,000 annually.
- DC funds will be programmed on the item.
- The transportation system is 13.

General type legal services not directly related to a specific financial project should be paid from an operating category and not charged directly to the above Work Program item. Examples of these types of expenditures are defending a patent, personnel issue, claims filed due to traffic accidents (except those occurring during construction), etc.

7. RURAL ECONOMIC DEVELOPMENT INITIATIVE

All projects specifically programmed in Rural Areas of Critical Economic Concern (RACEC) counties, as well as the rural counties of Flagler, Nassau, Wakulla and Walton, shall include "REDI" as an Item Group Identifier. See the Rural Economic Development Initiative (REDI) Chapter of these Instructions for additional details and a listing of RACEC counties.

8. REFERENCES

Section [216.181](#), Florida Statutes

Section [339.135](#), Florida Statutes

Procedure Topic Number [360-020-020](#) (Managing the Five Year Work Program)