



**COLLIER
METROPOLITAN PLANNING ORGANIZATION
BONITA SPRINGS (NAPLES), FL UZA**

**UNIFIED PLANNING WORK PROGRAM
FISCAL YEARS (FY) 2020/21-2021/22
July 1, 2020-June 30, 2022**

This document was approved and adopted by the
Collier Metropolitan Planning Organization on

May 8, 2020

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Federal Planning Fund
Federal Aid Program (FAP) - # 0313-058-M
Financial Management (FM) - # 439314-3-14-01 & 439314-3-14-02
FDOT Contract #

Federal Transit Administration (FTA) Section 5305(d) Funds
Financial Management (FM) - # 410113 1 14
Contract # GO581
Contract # G1619
Contract #G1J00

Prepared by the staff and the participating agencies of the Collier Metropolitan Planning Organization. The preparation of this document has been financed in part through grants from the Federal Highway Administration (CFDA Number 20.205), the Federal Transit Administration (CFDA Number 20.505), the U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of title 23, U.S. Code, and from Local funding provided by Collier County, the City of Naples, the City of Marco Island, and the City of Everglades City. The contents of this document do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

Amendment 1 - 10/9/20

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TASK 6 TRANSIT AND TRANSPORTATION DISADVANTAGED PLANNING

PURPOSE:

To provide the necessary resources to support a multimodal transportation system in the Collier MPO area. This task includes completing the Transit Development Plan, the 2045 Long Range Transportation Plan, a multimodal TIP and other plans, programs and technical studies relating to public transportation. This task includes coordination with the transit agency for the establishment of transit asset management target measures and target setting for the required Public Transit Safety Agency Plan. In addition, this task includes overseeing and providing planning services for a coordinated Transportation Disadvantaged (TD) Program in Collier County, in accordance with Chapter 427 of the Florida Statutes (FS) and Florida Administrative Code (F.A.C.) Rule 41-2.

PREVIOUS WORK

- TDP Major Update – Carryover from last UPWP
- Park and Ride Study – Carryover from last UPWP
- Transit Impact Analysis – Carryover from last UPWP
- Coordinated with PTNE to review and adopt the Transit Asset Management Performance Measures for the Collier Metropolitan Area.
- Ongoing transit and transportation disadvantaged coordination between the Collier MPO and PTNE.
- Staff support to the Local Coordinating Board as required by the TD Planning Grant.

REQUIRED TASKS:

Activity	Deliverable(s)	Target Date
Conduct and maintain the operations of the MPO including providing administrative support activities such as financial management, contract management, public outreach, personnel matters, procurement of equipment and supplies and general management of Transit Planning at the system level within the MPO.	Office supplies; reports Documented on progress reports	Ongoing
MPO staff, Board, and PTNE staff will participate in meetings, trainings, workshops, or seminars related to fixed route which may include fixed routes, ADA or paratransit service.	Enhanced knowledge of MPO and PTNE staff understanding of best practices; Completed Travel Forms, Receipts, Progress Reports	As needed
Project Management and Consultant Services to complete the Transit Development Plan Major Update. This is	Transit Development Plan submitted to FDOT	September 2020

Activity	Deliverable(s)	Target Date
a carryover from the previous fiscal year. Provide comments on the annual reports of the Transit Development Plan prepared by PTNE	Comments on Annual Report	June - Annually
Coordinate with PTNE on compliance with all Federal requirements to address transit performance measures including, Transit Asset Management and Public Transit Agency Safety Plan	Updated documents with performance measures included as required	As directed by FDOT
Prepare and submit Section 5305(d) grant application.	Completed and submitted application	Annually
Prepare quarterly progress reports and invoices.	Completed Progress Report and invoice	Quarterly
Consultant and staff activities for a Park and Ride study. This is carryover from the previous fiscal year.	Park and Ride Study	October 2020
Consultant activities for the 2045 LRTP. Coordinate TDP and Park and Ride study with 2045 LRTP. Elements of both documents will be included in the LRTP	Multi-modal LRTP	December 2020
Consultant and staff services to complete the transit impact analysis. This is a carryover from the previous fiscal year.	Completed study	December 2020
Consultant and staff services to conduct a study identified as a result of the TDP major update (still to be determined)	Completed study	June 2022
Consultant services to complete a Comprehensive Operational Analysis. This is a PTNE study funded with 5307 funding and is shown for illustrative purposes.	Completed study	January 2021
Staff support to the LCB, including preparation of agendas, preparation of meeting materials including legal advertisements of meetings.	Quarterly	Ongoing
Complete TD activities as required by TD Planning Grant, including annual updates to TDSP, CTC Evaluation, annual review of bylaws, completion of LCB training, public workshop, etc.	TDSP Annual Report CTC Evaluation Bylaw Update Public Workshop LCB Board Training	June - Annual June - Annual May - Annual March - Annual March - Annual
Staff attendance at TD training and workshops as required by the TD planning grant	Sign in sheets, agendas, travel forms	As needed

RESPONSIBLE AGENCY: Collier MPO, Collier County PTNE, Consultant Services

Task 6 - Financial Tables

Task 6 – Transit & TD Planning Estimated Budget Detail for FY 17/18 & 18/19							
Budget Category & Description	FTA 5305 FY 17/18	FTA State Match FY 17/18	FTA Local Match FY 17/18	FTA 5305 FY 18/19	FTA 5305 State Match FY 18/19	FTA 5305 Local Match FY 18/19	Total
A. Personnel Services							
and other deductions	\$78,208	\$9,776	\$9,776	\$21,504	\$2,688	\$2,688	\$124,640
Subtotal:	\$78,208	\$9,776	\$9,776	\$21,504	\$2,688	\$2,688	\$124,640
B. Consultant Services							
Transit Impact Analysis	\$32,800	\$4,100	\$4,100				\$41,000
Park and Ride Study				\$48,000	\$6,000	\$6,000	\$60,000
TDP Major Update				\$45,916	\$5,739	\$5,739	\$57,394
Subtotal:	\$32,800	\$4,100	\$4,100	\$93,916	\$11,739	\$11,739	\$158,394
C. Travel							
at training and conferences	\$2,287	\$286	\$286	\$0	\$0	\$0	\$2,859
Subtotal:	\$2,287	\$286	\$286	\$0	\$0	\$0	\$2,859
D. Other Direct Expenses							
Legal Ads	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Website	\$240	\$30	\$30	\$0	\$0	\$0	\$300
Fed Ex/ Postage	\$120	\$15	\$15	\$80	\$10	\$10	\$250
Office Supplies	\$0	\$0	\$0	\$400	\$50	\$50	\$500
Subtotal:	\$360	\$45	\$45	\$480	\$60	\$60	\$1,050
Total:	\$113,655	\$14,207	\$14,207	\$115,900	\$14,487	\$14,487	\$286,943

This is not new funding. This table is shown to allow an amendment for the remaining FTA 5305(d) FY 17/18 and FY18/19 funding. Most of the funding for this grant period has already been spent. All carryforward funding (FY 17/18, 18/19 and 19/20) will be summarized and shown in one column in the summary tables.

**Task 6 - Transit & TD Planning
Estimated Budget Detail for FY 20/21**

Budget Category & Description	FTA 5305 FY 19/20	FTA State Match FY 19/20	FTA Local Match FY 19/20	FTA 5307 FFY 19	FTA 5305 FY 20/21	FTA State Match FY 20/21	FTA Local Match FY 20/21	Trans. Disad.	Total
A. Personnel Services									
MPO staff salaries, fringe benefits, and other deductions	\$23,264	\$2,908	\$2,908	\$0	\$58,924	\$7,366	\$7,367	\$21,156	\$123,893
Subtotal:	\$23,264	\$2,908	\$2,908	\$0	\$58,924	\$7,366	\$7,367	\$21,156	\$123,893
B. Consultant Services									
TDP Major Update	\$52,501	\$6,562	\$6,562	\$0	\$0	\$0	\$0	\$0	\$65,625
Transit Study - TBD after TDP Completion	\$0	\$0	\$0	\$0	\$58,984	\$7,372	\$7,372	\$0	\$73,728
Comprehensive Operational Analysis	\$36,000	\$4,500	\$4,500	\$93,559	\$0	\$0	\$0	\$0	\$138,559
Subtotal:	\$88,501	\$11,062	\$11,062	\$93,559	\$58,984	\$7,372	\$7,372	\$0	\$277,912
C. Travel									
MPO Staff and PTNE staff attendance at training and conferences	\$4,819	\$602	\$602	\$0	\$9,600	\$1,200	\$1,200	\$2,000	\$20,023
Subtotal:	\$4,819	\$602	\$602	\$0	\$9,600	\$1,200	\$1,200	\$2,000	\$20,023
D. Other Direct Expenses									
Legal Ads	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,760	\$2,760
Website	\$240	\$30	\$30	\$0	\$0	\$0	\$0	\$0	\$300
Fed Ex/Postage	\$120	\$15	\$15	\$0	\$120	\$15	\$15	\$1,100	\$1,400
Office Supplies	\$1,643	\$206	\$206	\$0	\$400	\$50	\$50	\$0	\$2,555
Subtotal:	\$2,003	\$251	\$251	\$0	\$520	\$65	\$65	\$3,860	\$7,015
Total:	\$118,587	\$14,823	\$14,823	\$93,559	\$128,028	\$16,003	\$16,004	\$27,016	\$428,843

Task 6 - Transit & TD Planning

Estimated Budget Detail for FY 21/22

Budget Category & Description	FTA 5305 Carry-forward	5305 Carry-forward State Match	5305 Carry-forward Local Match	FTA 5305	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
MPO staff salaries, fringe benefits, and other deductions	\$0	\$0	\$0	\$64,000	\$8,000	\$8,000	\$21,156	\$101,156
Subtotal:	\$0	\$0	\$0	\$64,000	\$8,000	\$8,000	\$21,156	\$101,156
B. Consultant Services								
Transit Study - TBD after TDP Completion	\$0	\$0	\$0	\$43,867	\$5,483	\$5,483	\$0	\$54,833
Subtotal:	\$0	\$0	\$0	\$43,867	\$5,483	\$5,483	\$0	\$54,833
C. Travel								
MPO Staff and PTNE staff attendance at training and conferences	\$0	\$0	\$0	\$9,600	\$1,200	\$1,200	\$2,000	\$14,000
Subtotal:	\$0	\$0	\$0	\$9,600	\$1,200	\$1,200	\$2,000	\$14,000
D. Other Direct Expenses								
Legal Ads	\$0	\$0	\$0	\$0	\$0	\$0	\$2,760	\$2,760
Website	\$0	\$0	\$0	\$240	\$30	\$30	\$0	\$300
Fed Ex/ Postage	\$0	\$0	\$0	\$80	\$10	\$10	\$1,100	\$1,200
Office Supplies	\$0	\$0	\$0	\$800	\$100	\$100	\$0	\$1,000
Subtotal:	\$0	\$0	\$0	\$1,120	\$140	\$140	\$3,860	\$5,260
Total:	\$0	\$0	\$0	\$118,587	\$14,823	\$14,823	\$27,016	\$175,249

SUMMARY TABLES

TABLE 1 – FY 2020/21 AGENCY PARTICIPATION

Task #	Task Description	De-obligation from 19/20	FHWA (PL)	FHWA (SU)	FTA 5307*	FTA Section 5305**	FDOT		Local	TD Trust	Total	Amount to Consultant
							Soft Match	Cash Match				
1	Administration	\$ 73,588	\$ 374,200			\$ -	\$ 98,761	\$ -	\$ -	\$ -	\$ 546,549	\$ 108,000
2	Data Collection/ Development		\$ 25,000			\$ -	\$ 5,514	\$ -	\$ -	\$ -	\$ 30,514	\$ 15,000
3	Transportation Improvement Program (TIP)		\$ 10,000			\$ -	\$ 2,206	\$ -	\$ -	\$ -	\$ 12,206	
4	Long Range Planning		\$ 55,000	\$ 120,000		\$ -	\$ 38,597	\$ -	\$ -	\$ -	\$ 213,597	\$ 140,000
5	Special Projects and Systems Planning	\$ 10,000	\$ 53,285	\$ 65,000		\$ -	\$ 28,294	\$ -	\$ -	\$ -	\$ 156,579	\$ 43,285
6	Transit and Transportation Disadvantaged				\$ 93,559	\$ 476,170		\$ 59,520	\$ 59,521	\$ 27,016	\$ 715,786	\$ 275,353
7	Regional Coordination		\$ 31,000			\$ -	\$ 6,837	\$ -	\$ -	\$ -	\$ 37,837	
8	Locally Funded Activities		\$ -			\$ -	\$ -	\$ -	\$ 8,000	\$ -	\$ 8,000	
	Total fiscal year 2020/21 funds for all tasks		\$ 548,485			\$ 476,170	\$ 180,209	\$ 59,520	\$ 67,521	\$ 27,016	\$ 1,358,921	
	Total De-obligation from prior fiscal years	\$ 83,588	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,588	
	Total cost, including carryover, for all tasks	\$ 83,588	\$ 548,485	\$ 185,000	\$ 93,559	\$ 476,170	\$ 180,209	\$ 59,520	\$ 67,521	\$ 27,016	\$ 1,721,068	\$ 581,638

	FHWA PL	FHWA SU	FDOT	FTA 5305	FTA 5307	TD Trust	Collier Co.	Naples	Everglades	Marco Is.	Total
State Support/Match for MPO (1)	\$ -		\$ 180,209	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180,209
FY 20/21 State and Local Support for FTA Program (2)	\$ -		\$ 16,003	\$ -		\$ -	\$ 10,003	\$ 4,001	\$ -	\$ 2,000	\$ 32,007
FY 2020/21 Funding	\$ 548,485	\$ 185,000	\$ -	\$ 128,028		\$ 27,016	\$ -	\$ -	\$ -	\$ -	\$ 888,529
FY 2020/21 Local Funding	\$ -		\$ -	\$ -		\$ -	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 8,000
FTA Carryover	\$ -		\$ 43,517	\$ 348,142	\$ 93,559	\$ -	\$ 27,198	\$ 10,879	\$ -	\$ 5,440	\$ 528,735
De-Obligation from Prior Fiscal Years	\$ 83,588		\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,588
Total cost, including carryover, for all tasks	\$ 632,073	\$ 185,000	\$ 239,729	\$ 476,170	\$ 93,559	\$ 27,016	\$ 42,201	\$ 16,880	\$ -	\$ 8,440	\$ 1,721,068

(1) For FY 2020/2021, FDOT will "soft match" the MPP/PL Funds using toll revenue expenditures as a credit toward the non-Federal matching share. The amount identified on this line represent the amount of "soft match" required (both State and local) for the amount of Federal PL section 112 funds requested in this UPWP.

(2) This amount identified on this line represents the amount of FTA 5305 funding and the amount of local match (10%) required.

* FTA Section 5307 includes FFY 19 funding for CAT and is shown for illustrative purposes only

** - FTA Section 5305 includes 2017/18, 2018/19 and 19/20 funding

TABLE 2 – FY 2020/21 FUNDING SOURCE

Task #	Task Description	De-obligated Funding from 19/20 UPWP	FHWA PL Federal	FHWA SU Federal	FDOT Soft Match	Total Federal Funding	FY 19 FTA 5307	FTA 5305 Carry Forward			FTA 5305 20/21			State TD Trust	Local Funding	Total
								Federal	State	Local	Federal	State	Local			
1	Administration	\$ 73,588	\$ 374,200		\$ 98,761	\$ 447,788		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 546,549
2	Data Collection/Development		\$ 25,000		\$ 5,514	\$ 25,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,514
3	Transportation Improvement Program (TIP)		\$ 10,000		\$ 2,206	\$ 10,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,206
4	Long Range Planning		\$ 55,000	\$ 120,000	\$ 38,597	\$ 175,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 213,597
5	Special Projects and Systems Planning	\$ 10,000	\$ 53,285	\$ 65,000	\$ 28,294	\$ 128,285		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,579
6	Transit and Transportation Disadvantaged					\$ -	\$ 93,559	\$ 348,142	\$ 43,517	\$ 43,517	\$ 128,028	\$ 16,003	\$ 16,004	\$ 27,016		\$ 715,786
7	Regional Coordination		\$ 31,000		\$ 6,837	\$ 31,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,837
8	Locally Funded Activities	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	Total fiscal year 2020/21 funds for all tasks	\$ 83,588	\$ 548,485	\$ 185,000	\$ 180,209	\$ 817,073	\$ 93,559	\$ 348,142	\$ 43,517	\$ 43,517	\$ 128,028	\$ 16,003	\$ 16,004	\$ 27,016	\$ 8,000	\$ 1,721,068
	State Support/Match for MPO (1)	\$ -	\$ -	\$ -	\$ 180,209	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 180,209
	State and Local Support for FTA Program (2)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		\$ 16,003	\$ 16,004	\$ -		\$ 32,007
	FY 2020/21 Funding	\$ -	\$ 548,485	\$ 185,000	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 128,028	\$ -	\$ -	\$ -		\$ 861,513
	FY 2020/21 Local Funding	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,016	\$ 8,000	\$ 35,016
	Roll Forward from Prior Fiscal Year	\$ 83,588			\$ -	\$ -	\$ 93,559	\$ 348,142	\$ 43,517	\$ 43,517	\$ -	\$ -	\$ -	\$ -		\$ 612,323
	Total cost, including carryover, for all tasks	\$ 83,588	\$ 548,485	\$ 185,000	\$ 180,209	\$ 817,073	\$ 93,559	\$ 348,142	\$ 43,517	\$ 43,517	\$ 128,028	\$ 16,003	\$ 16,004	\$ 27,016	\$ 8,000	\$ 1,721,068

TABLE 3 – FY 2021/22 AGENCY PARTICIPATION

Task #	Task Description	FHWA (PL)	FTA Section 5305	FDOT		Local	TD Trust	Total	Amount to Consultant
				Soft Match	Cash Match				
1	Administration	\$ 345,200	\$ -	\$ 76,135	\$ -	\$ -	\$ -	\$ 421,335	\$ 2,000
2	Data Collection/ Development	\$ 25,000	\$ -	\$ 5,514	\$ -	\$ -	\$ -	\$ 30,514	\$ 15,000
3	Transportation Improvement Program (TIP)	\$ 10,000	\$ -	\$ 2,206	\$ -	\$ -	\$ -	\$ 12,206	\$ -
4	Long Range Planning	\$ 40,000	\$ -	\$ 8,822	\$ -	\$ -	\$ -	\$ 48,822	\$ 5,000
5	Special Projects and Systems Planning	\$ 107,285	\$ -	\$ 23,662	\$ -	\$ -	\$ -	\$ 130,947	\$ 62,285
6	Transit and Transportation Disadvantaged	\$ -	\$ 118,587	\$ -	\$ 14,823	\$ 14,823	\$ 27,016	\$ 175,249	\$ 54,833
7	Regional Coordination	\$ 21,000	\$ -	\$ 4,632	\$ -	\$ -	\$ -	\$ 25,632	\$ -
8	Locally Funded Activities	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ -	\$ 8,000	\$ -
	Total fiscal year 2021/22 funds for all tasks	\$ 548,485	\$ 118,587	\$ 120,971	\$ 14,823	\$ 22,823	\$ 27,016	\$ 852,705	\$ -
	Total De-obligation from prior fiscal years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total cost, including carryover, for all tasks	\$ 548,485	\$ 118,587	\$ 120,971	\$ 14,823	\$ 22,823	\$ 27,016	\$ 852,705	\$ 139,118

	FHWA PL	FDOT	FTA 5305	TD Trust	Collier Co.	Naples	Everglades	Marco Is.	Total
State Support/Match for MPO (1)	\$ -	\$ 120,971	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,971
State and Local Support for FTA Program (2)	\$ -	\$ 14,823	\$ -	\$ -	\$ 9,264	\$ 3,706	\$ -	\$ 1,853	\$ 29,646
FY 2021/22 Funding	\$ 548,485	\$ -	\$ 118,587	\$ 27,016	\$ -	\$ -	\$ -	\$ -	\$ 694,088
FY 2021/22 Local Funding	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 8,000
5305 Carryover	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PL Roll Forward from Prior Fiscal Years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Close-Out from FY 2019/20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total cost, including carryover, for all tasks	\$ 548,485	\$ 135,794	\$ 118,587	\$ 27,016	\$ 14,264	\$ 5,706	\$ -	\$ 2,853	\$ 852,705

- (1) For FY 2021/2022, FDOT will "soft match" the MPP/PL Funds using toll revenue expenditures as a credit toward the non-Federal matching share. The amount identified on this line represent the amount of "soft match" required (both State and local) for the amount of Federal PL section 112 funds requested in this UPWP.
- (2) This amount identified on this line represents the amount of FTA 5305 funding and the amount of local match (10%) required.

TABLE 4 – FY 2021/22 FUNDING SOURCE

Task #	Task Description	FHWA PL Federal	FDOT Soft Match	TOTAL	FTA 5305 2021-22			State TD Trust	Local Funding	Total
				FEDERAL PL	Federal	State	Local			
1	Administration	\$ 345,200	\$ 76,135	\$ 345,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 421,335
2	Data Collection/Development	\$ 25,000	\$ 5,514	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,514
3	Transportation Improvement Program (TIP)	\$ 10,000	\$ 2,206	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,206
4	Long Range Planning	\$ 40,000	\$ 8,822	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,822
5	Special Projects and Systems Planning	\$ 107,285	\$ 23,662	\$ 107,285	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,947
6	Transit and Transportation Disadvantaged	\$ -	\$ -	\$ -	\$ 118,587	\$ 14,823	\$ 14,823	\$ 27,016	\$ -	\$ 175,249
7	Regional Coordination	\$ 21,000	\$ 4,632	\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,632
8	Locally Funded Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	Total fiscal year 2019/20 funds for all tasks	\$ 548,485	\$ 120,971	\$ 548,485	\$ 118,587	\$ 14,823	\$ 14,823	\$ 27,016	\$ 8,000	\$ 852,705
	State Support/Match for MPO	\$ -	\$ 120,971	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,971
	State and Local Support for FTA Program	\$ -	\$ -	\$ -	\$ -	\$ 14,823	\$ 14,823	\$ -	\$ -	\$ 29,646
	FY 2021/22 Funding	\$ 548,485	\$ -	\$ -	\$ 118,587	\$ -	\$ -	\$ 27,016	\$ -	\$ 694,088
	FY 2021/22 Local Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	PL Roll Forward from Prior Fiscal Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total cost, including carryover, for all tasks	\$ 548,485	\$ 120,971	\$ -	\$ 118,587	\$ 14,823	\$ 14,823	\$ 27,016	\$ 8,000	\$ 852,705

TABLE 5 – PLANNING FACTOR AND PEA MATRIX

The Planning Factors listed below are priority themes for the FHWA, the FTA and the FDOT. The matrix identifies which of the Planning Factors and Emphasis Areas that will be considered in each of the UPWP Task activity.

	Administration	Data Collection	TIP Maintenance & Development	Long Range Planning	Special Projects & Systems Planning	Transit & Transportation Disadvantaged Planning	Regional Coordination	Locally Funded Activities
Federal Planning Factors								
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.			✓	✓	✓		✓	
2. Increase the safety of the transportation system for motorized and non-motorized users.	✓	✓	✓	✓	✓		✓	
3. Increase the security of the transportation system for motorized and non-motorized users.		✓		✓	✓		✓	
4. Increase the accessibility and mobility of people and for freight.		✓		✓	✓	✓	✓	
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.	✓	✓	✓	✓	✓	✓	✓	✓
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.		✓		✓	✓	✓	✓	
7. Promote efficient system management and operation.		✓		✓	✓	✓	✓	
8. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.		✓	✓	✓	✓		✓	
9. Enhance travel and tourism.	✓		✓	✓	✓	✓	✓	✓
10. Emphasize the preservation of the existing transportation system.		✓	✓	✓				✓
FDOT Planning Emphasis Areas								
11. Safety	✓	✓	✓	✓	✓	✓	✓	
12. System Connectivity		✓		✓	✓	✓	✓	
13. Resilience		✓	✓	✓	✓	✓	✓	
14. ACES (Automated/Connected/Electric/Shared-use) Vehicles		✓		✓	✓	✓	✓	

APPENDICES

APPENDIX E – FTA GRANT APPLICATION

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>	
* 3. Date Received: <input type="text"/>		4. Applicant Identifier: <input type="text"/>			
5a. Federal Entity Identifier: <input type="text"/>			5b. Federal Award Identifier: FL-80-0009		
State Use Only:					
6. Date Received by State: <input type="text"/>		7. State Application Identifier: 1001			
8. APPLICANT INFORMATION:					
* a. Legal Name: Collier Metropolitan Planning Organization					
* b. Employer/Taxpayer Identification Number (EINTIN): 59-6000558			* c. Organizational DUNS: 0235645830000		
d. Address:					
* Street1: 2885 South Horseshoe Drive		Street2: <input type="text"/>			
* City: Naples		County/Parish: <input type="text"/>			
* State: FL: Florida		Province: <input type="text"/>			
* Country: USA: UNITED STATES		* Zip / Postal Code: 31404-6130			
e. Organizational Unit:					
Department Name: Collier MPO			Division Name: Collier MPO		
f. Name and contact information of person to be contacted on matters involving this application:					
Prefix: <input type="text"/>		* First Name: Anne			
Middle Name: <input type="text"/>		* Last Name: McLaughlin			
Suffix: <input type="text"/>		Title: Executive Director			
Organizational Affiliation: <input type="text"/>					
* Telephone Number: 239-252-5884		Fax Number: <input type="text"/>			
* Email: Anne.McLaughlin@colliercountyfl.gov					

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

X: Other (specify)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*** Other (specify):**

MPO

*** 10. Name of Federal Agency:**

Federal Transit Administration

11. Catalog of Federal Domestic Assistance Number:

20.505

CFDA Title:

Section 5305 (d) Metropolitan Transportation Planning and State and Non-Metropolitan Planning Research

*** 12. Funding Opportunity Number:**

FL-80-009

*** Title:**

Metropolitan Transportation Planning

13. Competition Identification Number:

Not Applicable

Title:

Not Applicable

14. Areas Affected by Project (Cities, Counties, States, etc.):

*** 15. Descriptive Title of Applicant's Project:**

Support of transit planning activities identified in the 2020/21-2021/22 Unified Planning Work Program.

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant 19, 25,

* b. Program/Project 19, 25,

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date: 10/01/2020

* b. End Date: 10/01/2021

18. Estimated Funding (\$):

* a. Federal	128,028.00
* b. Applicant	
* c. State	16,003.00
* d. Local	16,004.00
* e. Other	
* f. Program Income	
* g. TOTAL	160,035.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name: Elaine
Middle Name:
* Last Name: Middelstaedt
Suffix:

* Title: MPO Chair

* Telephone Number: 239-252-5884 Fax Number:

* Email: Anne.McLaughlin@colliercountyfl.gov

* Signature of Authorized Representative: * Date Signed:

Section 5305(d)
 Approved Project Budget for Fiscal Year

Collier MPO

\$160,035

TECHNICAL CLASSIFICATIONS

44.21.00	Program Support and Administration	\$ 37,654.00
44.22.00	General Development and Comprehensive Planning	\$ 18,828.00
44.23.00	Long Range Transportation Planning: System Level	\$ 9,414.00
44.23.02	Long Range Transportation Planning	\$ 9,414.00
44.24.00	Short Range Transportation Planning	\$ 18,828.00
44.25.00	Transportation Improvement Program	\$ 9,414.00
44.26.12	Coordination of Non-Emergency Human Services Transportation	\$ 9,414.00
44.26.13	Participation of Transit Operators in Metropolitan Planning	\$ 18,828.00
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	
44.26.16	Incorporating Safety & Security in Transportation Planning	\$ 9,414.00
44.27.00	Other Activities	\$ 18,827.00

TOTAL NET PROJECT COSTS \$ 160,035.00

ACCOUNTING CLASSIFICATIONS

44.30.01	Personnel	\$ 51,560.00
44.30.02	Fringe Benefits	(_) \$ 22,097.00
44.30.03	Travel	\$ 12,000.00
44.30.04	Equipment	
44.30.05	Supplies	\$ 500.00
44.30.06	Contractual	\$ 73,728.00
44.30.07	Other	\$ 150.00
44.30.08	Indirect Charges	(_) \$

TOTAL NET PROJECT COSTS \$ 160,035.00

FUND ALLOCATIONS

44.40.01	MPO Activities	\$ 160,035.00
44.40.02	Transit Operator Activities	
44.40.03	State and/or Local Agency Activities	

TOTAL NET PROJECT COSTS \$ 160,035.00

Federal Share (80%) \$ 128,028.00

Local Share (20%) \$ 32,007.00

ACCOUNTING

Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	\$ 160,035.00

GMIS Planning Line Item Codes

(FTA FUNDS ONLY)

TECHNICAL CLASSIFICATIONS

44.21.00	Program Support and Administration		\$	30,125.00
44.22.00	General Development and Comprehensive Planning		\$	15,062.00
44.23.00	Long Range Transportation Planning: System Level		\$	7,531.00
44.23.02	Long Range Transportation Planning		\$	7,531.00
44.24.00	Short Range Transportation Planning		\$	15,062.00
44.25.00	Transportation Improvement Program		\$	7,531.00
44.26.12	Coordination of Non-Emergency Human Services Transportation		\$	7,531.00
44.26.13	Participation of Transit Operators in Metropolitan Planning		\$	15,062.00
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership			
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning			
44.26.16	Incorporating Safety & Security in Transportation Planning		\$	7,531.00
44.27.00	Other Activities		\$	15,062.00

TOTAL NET PROJECT COSTS \$ 128,028.00

ACCOUNTING CLASSIFICATIONS

44.30.01	Personnel		\$	41,248.00
44.30.02	Fringe Benefits	(__%)	\$	17,678.00
44.30.03	Travel		\$	9,600.00
44.30.04	Equipment			
44.30.05	Supplies		\$	400.00
44.30.06	Contractual		\$	58,982.00
44.30.07	Other		\$	120.00
44.30.08	Indirect Charges	(__%)		

TOTAL NET PROJECT COSTS \$ 128,028.00

FUND ALLOCATIONS

44.40.01	MPO Activities		\$	128,028.00
44.40.02	Transit Operator Activities			
44.40.03	State and/or Local Agency Activities			

TOTAL NET PROJECT COSTS \$ 128,028.00

FFY20 Title VI / Non-Discrimination Policy Statement

The Collier MPO assures the Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The Collier MPO further agrees to the following responsibilities with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the subrecipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the subrecipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of Appendix A of this agreement in every contract subject to the Acts and Regulations.
4. Develop a complaint process and attempt to resolve complaints of discrimination against subrecipients. Complaints against the Florida Department of Transportation (FDOT) shall immediately be forward to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or the United States Department of Transportation, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by the subrecipient's programs.

This assurance is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the subrecipient.

Signature of Presiding Officer for the MPO/TPO Date of Signature

FFY20 Disadvantaged Business Enterprise Utilization

It is the policy of the Collier MPO that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of Collier MPO contracts in a nondiscriminatory environment. The objects of the Disadvantaged Business Enterprise Program are to ensure nondiscrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barrier to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program. The Collier MPO, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the work of the Collier MPO in a non-discriminatory environment. The Collier MPO shall require its consultants to not discriminate on the bases of race, color, national origin, sex, age handicap/disability, or income status in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code.

Signature of Presiding Officer for the MPO/TPO

Date of Signature

FEDERAL FY20 CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of her or his knowledge and belief, that:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000.00 and not more that \$100,000.00 for each such failure.

Chairperson for the MPO

Date

FEDERAL FY20 DEBARMENT AND SUSPENSION CERTIFICATION

As required by U.S. Regulations on Government wide Debarment and Suspension (Nonprocurement) at 49 CFR 29.510

(1) The Metropolitan Planning Organization hereby certifies to the best of its knowledge and belief, that it and its principles:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state or local) transaction or contract under a public transaction; violation of Federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state or local) with commission of any of the offenses listed in paragraph (b) of this certification; and,
- (d) Have not within a three-year period preceding this certification had one or more public transactions (Federal, state or local) terminated for cause or default.

(2) The Metropolitan Planning Organization also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S. DOT.

Chairperson for the MPO

Date

FEDERAL FISCAL YEAR 2020 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: Collier MPO

The Applicant certifies to the applicable provisions of categories 01–20. X

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	_____
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____
04 Lobbying	_____
05 Private Sector Protections	_____
06 Transit Asset Management Plan	_____
07 Rolling Stock Buy America Reviews and Bus Testing	_____
08 Urbanized Area Formula Grants Program	_____
09 Formula Grants for Rural Areas	_____
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____

Certifications and Assurances

Fiscal Year 2020

12 Enhanced Mobility of Seniors and Individuals with Disabilities Programs

13 State of Good Repair Grants

14 Infrastructure Finance Programs

15 Alcohol and Controlled Substances Testing

16 Rail Safety Training and Oversight

17 Demand Responsive Service

18 Interest and Financing Costs

19 Construction Hiring Preferences

20 Cybersecurity Certification for Rail Rolling Stock and Operations

FEDERAL FISCAL YEAR 2020 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE

PAGE

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2020)

AFFIRMATION OF APPLICANT

Name of the Applicant: Collier MPO

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2020, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2020.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

Certifications and Assurances

Fiscal Year 2020

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature _____ Date: _____

Name Elaine Middelstaedt, Collier MPO Chair Authorized Representative of Applicant

AFFIRMATION OF APPLICANT’S ATTORNEY

For (Name of Applicant): Collier MPO

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature _____ Date: _____

Name Scott R. Teach, Deputy County Attorney Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant’s Attorney pertaining to the Applicant’s legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney’s signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.