

COLLIER COUNTY
Metropolitan Planning Organization



AGENDA

Board of County Commission Chambers
Collier County Government Center
3299 Tamiami Trail East, 3rd Floor
Naples, FL 34112

February 11, 2022

9:00 AM

Councilman Paul Perry, Vice-Chair
Councilman Greg Folley
Commissioner Penny Taylor
Commissioner Andy Solis, Esq.
Commissioner Burt L. Saunders
Commissioner Rick LoCastro
Commissioner William L. McDaniel, Jr.
Councilman Mike McCabe
Councilman Tony Pernas

This meeting of the Collier Metropolitan Planning Organization (MPO) is open to the public and citizen input is encouraged. Any person wishing to speak on any scheduled item may do so upon recognition of the Chairperson. Any person desiring to have an item placed on the agenda shall make a request in writing with a description and summary of the item, to the MPO Director or MPO Chairman 14 days prior to the date of the next scheduled meeting of the MPO. Any person who decides to appeal a decision of this Board will need a record of the proceedings pertaining thereto, and therefore may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting should contact the Collier Metropolitan Planning Organization 72 hours prior to the meeting by calling (239) 252-5814. The MPO's planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and Related Statutes. Any person or beneficiary who believes that within the MPO's planning process they have been discriminated against because of race, color, religion, sex, age, national origin, disability, or familial status may file a complaint with the Collier MPO Title VI Specialist Ms. Danielle Bates (239) 252-5814 or by email at: Danielle.Bates@colliercountyfl.gov, or in writing to the Collier MPO, attention: Ms. Bates, at 2885 South Horseshoe Dr., Naples, FL 34104.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF THE AGENDA, PREVIOUS MINUTES AND CONSENT ITEMS**
 - 4.A. December 10, 2021 Meeting Minutes**
- 5. ELECTION OF CHAIR**
 - 5.A. Elect MPO Board Chair and Vice-Chair**
- 6. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**
- 7. AGENCY UPDATES**
 - 7.A. FDOT**
 - 7.B. MPO EXECUTIVE DIRECTOR**
- 8. COMMITTEE CHAIR REPORTS**
 - 8.A. CITIZENS ADVISORY COMMITTEE (CAC)**
 - 8.A.1. Citizens Advisory Committee Chair Report**
 - 8.B. TECHNICAL ADVISORY COMMITTEE (TAC)**
 - 8.B.1. Technical Advisory Committee Chair Report**
 - 8.C. BICYCLE PEDESTRIAN ADVISORY COMMITTEE (BPAC)**
 - 8.C.1. Bicycle and Pedestrian Advisory Committee Chair Report**
 - 8.D. CONGESTION MANAGEMENT COMMITTEE (CMC)**
 - 8.D.1. Congestion Management Committee Chair Report**
 - 8.E. LOCAL COORDINATING BOARD (LCB)**
- 9. REGULAR BOARD ACTION (ROLL CALL REQUIRED)**
 - 9.A. Approve Addition of CAT Maintenance Building Reconstruction to 2021 Transit Priorities**
 - 9.B. Approve Amendment #4 to the FY 2022-2026 Transportation Improvement Program (TIP) and Authorizing Resolution**
- 10. REGULAR BOARD ACTION (NO ROLL CALL)**

- 10.A. Election of Representatives to Serve on the Metropolitan Planning Organization Advisory Council (MPOAC) Board for 2022.**
 - 10.B. Appointment of New Member to the Citizens Advisory Committee (CAC)**
 - 10.C. Approve Re-appointments to the Bicycle and Pedestrian Advisory Committee (BPAC)**
 - 10.D. Reappointment of a Local Coordinating Board (LCB) for Transportation Disadvantaged (TD) Member**
 - 10.E. Provide Staff Direction on Joint Regional Planning**
 - 10.F. Approve New Board Meeting Start Time**
 - 10.G. Approve Amendment 4 to FY 20/21-21/22 Unified Planning Work Program**
- 11. PRESENTATIONS (MAY REQUIRE BOARD ACTION)**
- 12. DISTRIBUTION ITEMS**
 - 12.A. Metropolitan Planning Organization Advisory Council (MPOAC) Weekend Institute**
- 13. MEMBER COMMENTS**
- 14. NEXT MEETING DATE**
 - 14.A. Next Meeting Date - March 11, 2022 - 9:00 a.m. Board of County Commissioners Chambers, 3299 Tamiami Trail East, Naples, FL 34112**
- 15. ADJOURN**

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 4.A

Item Summary: December 10, 2021 Meeting Minutes

Meeting Date: 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 2:47 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 2:47 PM

Approved By:

Review:

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 2:53 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 3:06 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM

**Collier Metropolitan Planning Organization
Board of County Commission Chambers
Collier County Government Center
3299 Tamiami Trail East, 3rd Floor
Naples, FL 34112
December 10, 2021
9:00 a.m.**

****HYBRID REMOTE – IN-PERSON AND VIRTUALLY VIA ZOOM**

1. CALL TO ORDER

Councilman Perry called the meeting to order at approximately 9:00 a.m.

2. ROLL CALL

Ms. Otero called roll and confirmed a quorum was present in the room.

Members Present (in BCC Chambers)

Councilman Paul Perry, City of Naples, Vice-Chair
Commissioner Burt Saunders, Collier County BCC District 3
Commissioner Penny Taylor, Collier County BCC District 4
Commissioner William L. McDaniel, Jr., District 5
Councilman Mike McCabe, City of Naples

Members Absent

Councilman Greg Folley, City of Marco Island
Commissioner Rick LoCastro, Collier County BCC District 1
Commissioner Andy Solis, Collier County BCC District 2

MPO Staff

Anne McLaughlin, Executive Director
Brandy Otero, Principal Planner
Scott Philips, Principal Planner
Danielle Bates, Administrative Assistant

FDOT

L. K. Nandam, District 1 Secretary
Wayne Gaither, Manager, Southwest Area Office (SWAO)
Victoria Peters, Community Liaison

Others Present

Trinity Scott, Collier County Deputy Department Head, Growth Management Department
Scott Teach, Deputy County Attorney
Lorraine Lantz, Collier County Transportation Planning (virtually via ZOOM)

3. PLEDGE OF ALLEGIANCE

Councilman Perry led the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA, PREVIOUS MINUTES AND CONSENT ITEMS

4.A. Approval of Annual Local Contribution to the Metropolitan Planning Organization

Attachment: December 10, 2021 Meeting Minutes (21252 : December 10, 2021 Meeting Minutes)

Advisory Council

4.B. November 12, 2021 Meeting Minutes

Commissioner Taylor moved to approve the Agenda, Previous Minutes and Consent Items. Commissioner Saunders seconded. Passed unanimously.

5. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

None.

6. AGENCY UPDATES

6.A. FDOT

Ms. Peters: We've extended our Community Outreach Plan and held two public meetings this week for the SR82/SR29 Roundabout in Immokalee, including an in-person meeting held this past Wednesday and a virtual meeting the following evening with FDOT Project Management staff in attendance. FDOT used lots of outreach methods: www.sr29roundabout.com, bilingual brochure, mailers, banners, variable message boards, and posters at the farmers market and library, Spanish radio Public Service Announcements. Also spoke to the head of the Immokalee Chamber of Commerce, he had heard from neighborhood members, and freight services that they're happy. The Chamber of Commerce will have a meeting on January 5, and FDOT will be there. The anticipated completion was originally August but might be as early as May.

Commissioner Taylor: It's good that outreach was bilingual, but there's a large Haitian, Creole speaking population, is there a possibility to include more languages?

Ms. Peters: We're aware of that population and will double check to see if it was also available in Creole.

Commissioner McDaniel: Attended virtually, pretty sure FDOT makes translations available if folks wanted it in Creole.

Commissioner Taylor: How to drive in a roundabout is good. We need that here.

Commissioner McDaniel: People are apprehensive because it's new, but after explaining the positive impacts - lower accidents counts, traffic continually flows, they understand and get happy. It's a high speed, long straight road with lots of freight traffic, trying to traverse it will be interesting.

Commissioner Taylor: We presented to Naples City Council about the Triangle [development at Radio and US41] and how the County works financially helping with the study and bringing traffic in downtown. There's a conversation about 1% tax and the city's share. Would like to improve pedestrian traffic over the Gordon River Bridge, Councilman McCabe may want to address that.

Councilman McCabe: It's a long-range plan but residents are asking about improvements for bike and pedestrian traffic. Is there something we can do short term, more immediate, to help with flow into the City?

Secretary Nandam: FDOT has done a planning study for US 41 starting at the 4-Corners area going east that includes the bridge. Part of the concept is to repurpose space on the bridge to

accommodate bikes and pedestrians. There's lots of opportunity in the geometry. We would like, per City Council direction, to work on a project development study for improvements in that segment as we're doing the drainage project. In a year we should have a good idea of changes. Whatever the outcome of the study, there will be improvements. In the next 5 years while doing the drainage project will be the best opportunity. Partnering with City is critical.

Councilman McCabe: The bridge has a pedestrian area on the side that's wide enough for 1.5 people but not for bikes. On the deck of the bridge there's a shoulder but that is not amenable to bike traffic unless they're very skilled; it induces lots of anxiety. Installing concrete barriers to cordon bikes off from traffic on the roadway - would that be an easy fix?

Secretary Nandam: Part of concept was to repurpose one lane and use the shoulder, but we cannot outright remove the shoulder because it's required for emergency breakdowns. It could narrow, but we will see what can be accommodated.

6.B. MPO EXECUTIVE DIRECTOR

None.

7. COMMITTEE CHAIR REPORTS

7.A. CITIZENS ADVISORY COMMITTEE (CAC)

7.A.1. Citizens Advisory Committee Chair Report

Chair not present, report in agenda packet.

7.B. TECHNICAL ADVISORY COMMITTEE (TAC)

7.B.1. Technical Advisory Committee Chair Report

Chair present for questions, report in agenda packet.

7.C. BICYCLE PEDESTRIAN ADVISORY COMMITTEE (BPAC)

7.C.1. Bicycle and Pedestrian Advisory Committee Chair Report

Chair not present, report in agenda packet.

7.D. CONGESTION MANAGEMENT COMMITTEE (CMC)

7.D.1. Congestion Management Committee Chair Report

Committee did not meet.

7.E. LOCAL COORDINATING BOARD (LCB)

7.E.1. Local Coordinating Board Chair Report

Chair not present, report in agenda packet.

8. REGULAR BOARD ACTION (ROLL CALL REQUIRED)

8.A. Approve Amendment #3 to the FY 2022-2026 Transportation Improvement Program (TIP) and Authorizing Resolution

Mr. Philips: Request approval to add three new transit projects and a wildlife crossing on SR 29 north of the Panther Refuge.

Commissioner McDaniel: When is the wildlife crossing coming?

Mr. Philips: It's being added to Fiscal Year 2022, doing the Project Development and Environment (PD&E) design this year. Once that's done, construction will begin about two years out.

Commissioner Taylor moved to approve Amendment #3 to the FY 2022-2026 Transportation Improvement Program (TIP) and Authorizing Resolution. Commissioner Saunders seconded.

Commissioner Taylor – Yes.

Commissioner McDaniel – Yes.

Councilman Perry – Yes.

Commissioner Saunders – Yes.

Councilman McCabe – Yes.

Passed unanimously.

9. REGULAR BOARD ACTION (NO ROLL CALL)

9.A. Approve Fourth Amendment to Executive Director's Employment Agreement

Ms. McLaughlin: I'm requesting another 2-year term, extending to March 9, 2024

Commissioner Taylor: Wondering if you would like a longer term? I'd be fine with a 4-year term, you do such a good job.

Ms. McLaughlin: Thank you Commissioner, that is very generous, but I'm fine with 2-year term.

Commissioner McDaniel moved to Approve Fourth Amendment to Executive Director's Employment Agreement. Commissioner Taylor seconded. Passed unanimously.

9.B. Adopt the Florida Department of Transportation (FDOT) Vision Zero Safety Performance Targets for Calendar Year 2022

Mr. Philips: This is the only performance measure that comes to the board annually, FDOT set measures to be 0 fatalities and 0 serious injuries. FDOT's targets were endorsed by Citizens Advisory Committee (CAC) and Technical Advisory Committee (TAC). We are requesting Board adoption.

Councilman Perry: Does adopting the targets require anything else of the MPO?

Ms. McLaughlin: The MPO makes a good effort to include safety in everything it does. Safety is a project evaluation criterion in many of the Board's documents. This MPO does good job supporting FDOT's Vision Zero targets.

Commissioner McDaniel: How do you end up with 0.6 fatalities?

Secretary Nandam: It is measured in a rolling five-year average; the average is how we get the decimal point.

***Commissioner McDaniel** moved to adopt the Florida Department of Transportation (FDOT) Vision Zero Safety Performance Targets for Calendar Year 2022. **Commissioner Taylor** seconded. Passed unanimously.*

10. PRESENTATIONS (MAY REQUIRE BOARD ACTION)

None.

11. DISTRIBUTION ITEMS

None.

12. MEMBER COMMENTS

Commissioner McDaniel: Can we talk about the starting hour?

Ms. McLaughlin: I left messages and was able to speak to three board members asking whether it would be beneficial to move the starting time to 9:30. Responses were for, against and neutral.

Commissioner McDaniel: I think we should have it on the February Board agenda to discuss and debate. [Board members indicated agreement to posting item on an agenda.]

Councilman Perry: At a recent Naples City Council meeting there were safety concerns at Goodlette-Frank Road and Golden Gate Parkway. When traveling west on Golden Gate Parkway there's a continuous right turn lane; it creates a safety concern with Naples High School on the northwest corner and Freedom Park on northeast corner. Students and others cross Goodlette-Frank Road and end up on an island and must go across the turn lane with nonstop traffic. FDOT has a project on that entire intersection, would request safety concerns be included in the study.

Ms. McLaughlin: To clarify, it's not an FDOT project, they're two County roads. There is a prioritized bike-ped project to look at a possible pedestrian overpass from the Gordon River Greenway. To Freedom Park. We're bringing forward a revision to the bike-ped priorities that makes it clear that the project scope is to look at at-grade solutions too. An overpass is expensive and has environmental issues. Related to the request is trying to restore good bike-ped connections from that neighborhood to the park and schools. I spoke to Trinity Scott because it falls within the County's purview; her recommendation is to ask County staff to look at the safety record first. A second look at alternative ways to improve that whole hub is very critical for bike-ped connections. We're investigating it collaboratively and looking at the safety record and options. Perhaps when we come forward with new bike-ped project priorities, there's an opportunity to expand the study of how to cross Golden Gate Parkway to include how to cross Goodlette-Frank Road.

Councilman Perry: Include working with City staff who are working on the City's bike-ped master plan.

Commissioner Taylor: In previous years, the concept of constructing a pedestrian bridge over Golden Gate Parkway was raised and became a huge issue; most of the City Council were opposed. Also note that the County's new diverging diamond will need instructions so the public knows how to drive it.

Commissioner McDaniel: If you pay attention to signs and traffic flow, it is good.

Commissioner Taylor: What's the cost?

Secretary Nandam: It varies but the benefit is you can generally fit it into existing Right-of-Way. It reduces the number of signal phases, reduces lost time, and increases capacity.

Commissioner Taylor: Please don't look for a path across the diverging diamond.

Secretary Nandam: Or we look at what is the right treatment to separate bikes from the interchange. The middle or outside, works if you protect them.

13. NEXT MEETING DATE

13.A. Next Meeting Date – February 11, 2022 - 9:00 a.m. Board of County Commissioners Chambers, 3299 Tamiami Trail East, Naples, FL 34112

14. ADJOURN

*There being no further business, **Councilman Perry** adjourned the meeting at approximately 9:33 a.m.*

EXECUTIVE SUMMARY

Elect MPO Board Chair and Vice-Chair

OBJECTIVE: For the Board to elect a Chair and Vice-Chair for calendar year 2022.

CONSIDERATIONS: The MPO by-laws (attached) state that the Board shall elect a Chair and Vice-Chair at the first regularly scheduled meeting of each calendar year and that the officers shall be voting members of the MPO.

Any Board member may nominate or be nominated as Chair/Vice-Chair. Elections shall be decided by majority vote. The Chair and Vice-Chair shall serve a one-year term or until a successor is elected. Councilwoman Elaine Middelstaedt served as Chair during calendar year 2020 and 2021; Councilman Paul Perry is the current Vice-Chair, City of Naples.

STAFF RECOMMENDATION: That the Board elect a Chair and Vice-Chair for calendar year 2022.

Prepared By: Anne McLaughlin, MPO Director

ATTACHMENT(S)

1. MPO Bylaws (PDF)
2. History of MPO Chair/Vice-Chair (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 5.A**Doc ID:** 21246**Item Summary:** Elect MPO Board Chair and Vice-Chair**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 1:00 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 1:00 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 1:10 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 1:47 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM

THE BYLAWS OF COLLIER METROPOLITAN PLANNING ORGANIZATION (MPO)

Section 1 Description of Organization

- 1.01 The Agency
- 1.02 Composition and Operation of MPO
- 1.03 Committees
- 1.04 General Information on the MPO
- 1.05 Public Access to Agency Meetings and Workshops
- 1.06 Rights of Review

Section 2 Agenda and Scheduling--Meeting and Workshops

- 2.01 Notice of Meetings and Workshops
- 2.02 Agenda
- 2.03 Emergency Meetings and Workshops

Section 3 Amendments to Bylaws

Section 1 DESCRIPTION OF ORGANIZATION

1.01 THE AGENCY

The Collier Metropolitan Planning Organization, hereinafter referred to as the MPO, is created pursuant to Florida Statute 339.175 and operates under an Interlocal Agreement, as amended and restated dated February 26, 2015, authorized under Chapter 163 of the Florida Statutes. The parties to the interlocal agreement are Collier County, the City of Naples, the City of Marco Island, the City of Everglades City and the Florida Department of Transportation.

Creation of the MPO is for the purpose of implementing Title 23, United States Code, Section 134, and Title 49, United States Code, Sections 1602, 1603, and 1604, and Title 23, Code of Federal Regulations, Part 450, and Chapter 339.175, Florida Statutes. The MPO is created to work in cooperation with the Florida Department of Transportation, the Federal Highway Administration and Federal Transit Administration.

1.02 COMPOSITION AND OPERATION OF THE MPO

The composition and operation of the MPO shall be as provided in the aforesaid

Interlocal Agreement; the officers of the MPO and their duties, and these rules may be amended as provided by said Agreement.

- A. Officers – The MPO shall elect a Chairman and a Vice Chairman of the MPO at its first meeting of the calendar year. The Chairman and Vice Chairman shall serve for a period of one (1) year or until a successor is elected. The Chairman and Vice-Chairman shall be voting members of the MPO.
- B. Chairman – The Chairman of the MPO shall call and preside at all meetings of the MPO. The Vice Chairman shall serve as Chairman in the absence of the Chairman.
- C. Agency Clerk – The staff of the MPO shall maintain the minutes and other records of the MPO. The minutes shall accurately reflect the proceedings of the MPO.
- D. Quorum – A majority of the voting members of the MPO must be present for the MPO to conduct business.
- E. Rules of Order – Except as otherwise provided in these Bylaws, Roberts Rules of Order, as revised, shall be followed as to any parliamentary procedures at all meetings.
- F. Reconsideration of Matters – Except for MPO approved contracts, any matter which has been voted upon by the MPO may be reconsidered as follows:
 - (1) By a motion to reconsider made by a member who voted with the majority if such motion is made prior to the adjournment of the meeting at which the matter was voted upon. If there were no public speakers on the item, or if all of the public speakers for the item are still present in the boardroom following a successful motion to reconsider, the MPO may elect to rehear the matter during that meeting, or direct the MPO Executive Director to place the item on the agenda for a future meeting. In the event that there were public speakers for the item, and not all of the public speakers are still present in the boardroom following a successful motion to reconsider, the MPO Executive Director shall be directed to place the item on the agenda for a future meeting.
 - (2) By a motion to reconsider made by a member who voted with the majority if such motion is made at a regular meeting following the meeting at which the matter was voted upon, but only in accordance with the following:

- (i) Where a member who voted with the majority wishes the Board to reconsider a matter after the adjournment of the meeting at which it was voted on, the member shall deliver to the MPO Executive Director a written memorandum stating that the member intends to introduce a motion to reconsider. The memorandum shall state the date of the regular meeting at which the member intends to introduce such motion, and shall be delivered to the MPO Executive Director at least six days prior to such meeting. The purpose of this requirement is to allow staff to advise the Board of the legal or other ramifications of reconsideration.
- (ii) No motion to reconsider shall be made any later than the second regular MPO meeting following the MPO Board's vote on the matter sought to be reconsidered; with the exception of where the basis for such request for reconsideration is found upon MPO's staff's presentation of newly discovered and previously unknown facts which would have been material to the MPO's consideration at the time the item was originally considered but were not known earlier despite the due diligence of MPO staff.
- (iii) Upon adoption of a motion to reconsider, the MPO Executive Director shall place the item on an agenda not later than the second regular MPO meeting following the meeting at which the motion for reconsideration was adopted.
- (iv) All parties who participated by speaking, submitting registration forms or written materials at the original meeting the item was addressed by the MPO, shall be notified by the MPO Executive Director of the date of reconsideration.
- (v) MPO approved contracts may only be reconsidered by motion made prior to the adjournment of the meeting at which the matter was voted upon notwithstanding the discovery of subsequent newly discovered facts. For purposes of this subsection, a contract is defined as an agreement that is legally binding and enforceable in a court of law.

1.03 COMMITTEES

There are hereby created five (5) standing committees, which shall be advisory committees to the governing board of the MPO. These advisory committees are the Technical Advisory Committee, Citizens Advisory Committee, the Bicycle

and Pedestrian Advisory Committee, the Congestion Management Committee and the Local Coordinating Board for the Transportation Disadvantaged which shall have the following composition and duties:

- A. The Technical Advisory Committee – the responsibility of the Technical Advisory Committee, hereinafter referred to as the TAC, shall be to serve the MPO in an advisory capacity on technical matters regarding all modes of travel, including promoting coordination among agencies, members, and transportation planning and programming; reviewing technical sufficiency, accuracy and completeness of appropriate studies; making priority recommendations for the transportation plan and program implementation, and providing technical analyses on other transportation planning issues.

The TAC shall be composed of thirteen (13) voting members and one (1) non-voting member appointed by the division, department or agency that they represent. TAC voting members may designate an alternate to replace them in their absence.

- B. Citizens Advisory Committee – the responsibility of the Citizen Advisory Committee, hereinafter referred to as the CAC, is to advise the MPO reviewing, reacting to, and providing comment on transportation planning issues and needs regarding all modes of travel from the citizens' perspectives. The CAC shall consist of voting members appointed by the MPO.

Membership shall be composed of thirteen (13) citizens residing or whose principal place of business is located in the following areas:

City of Naples (2),
Collier County Unincorporated Area (5), coinciding with the established Collier County Commission Districts,
City of Marco Island (1),
City of Everglades City (1), including the area encompassing Chokoloskee and Plantation Island, and;

Four (4) citizens at large, including a minimum of one (1) citizen representing the disabled or an advocate for the disabled community, one (1) minority citizen, and two (2) appointed from Collier County to ensure adequate representation from all geographic areas of the county, and to include groups having civic, community and economic interests.

- C. Bicycle and Pedestrian Advisory Committee – The responsibility of the Bicycle and Pedestrian Advisory Committee, hereinafter referred to as the BPAC, is to provide citizen input into the deliberation of bicycle- and

pedestrian-related issues within the community, to advise the MPO on developing a Bicycle and Pedestrian Master Plan (BPMP) that is responsive to the needs of the community, to recommend policies and advise the MPO Board of opportunities that will improve the walking and bicycling environment, recommend priorities for bicycle and pedestrian projects and program implementation, and contribute to the BPMP's vision and recommendations regarding the development of the bicycle and pedestrian network.

Membership shall be composed of twelve (12) at-large voting members representing a wide cross-section of Collier County residents and neighborhoods, bicycle and pedestrian safety professionals, Safe Routes to Schools organizations, transit riders, local bicycle and pedestrian advocacy groups, organizations that encourage active transportation from a community health perspective, and advocates for persons with disabilities, and other transportation disadvantaged populations.

- D. The Congestion Management Committee – the responsibility of the Congestion Management Committee, hereinafter referred to as the CMC, shall be to serve the MPO in an advisory capacity on technical matters relating to the update of the MPO's Congestion Management Process (CMP) and the coordination of the CMP with regional Congestion Management System and Intelligent Transportation System architecture.

The CMC shall be composed of eleven (11) voting members appointed by the division, department or agency that they represent. CMC voting members may designate an alternate to replace them in their absence.

- E. The Local Coordinating Board for the Transportation Disadvantaged – the responsibility of the Local Coordinating Board for the Transportation Disadvantaged, hereinafter referred to as the LCB, shall be to assist the MPO in identifying local service needs and providing information, advice and direction to the Community Transportation Coordinator (CTC) on the coordination of services to be provided to the transportation disadvantaged pursuant to Chapter 427.0157, *Florida Statutes*. In accordance with Rule 41-2.012, Florida Administration Code, all members of the LCB shall be appointed by the designated official planning agency. The designated official planning agency for Collier County is the MPO.

The LCB shall be composed of sixteen (16) voting members appointed by the division, department, or agency that they represent. LCB voting members may designate an alternate to replace them in their absence.

1.04 GENERAL INFORMATION ON THE MPO

All public records of the MPO, TAC, CAC, BPAC, LCB and CMC Committee are open for inspection and examination at the office of the MPO, 2885 South Horseshoe Drive, Naples, Florida, between the hours of 8:00 a.m. and 5:00 p.m. during regular business days.

1.05 PUBLIC ACCESS TO MEETINGS AND WORKSHOPS

All MPO, TAC, CAC, BPAC, LCB and CMC meetings, workshops and proceedings shall be open to the public.

1.06 RIGHTS OF REVIEW

All parties to the Interlocal Agreement, as well as the FHWA and FTA shall have the rights of technical review and comment of MPO projects.

Section 2 AGENDA, SCHEDULING and MEETINGS

2.01 NOTICE OF MEETINGS AND WORKSHOPS

- A. Except in the case of emergency meetings or workshops, the MPO shall give at least seven (7) days public notice of any meeting or workshop through the issuance of a press release to local print and broadcast media in the Naples Area.
- B. The press release notice of such meeting or workshop shall provide:
 1. The date, time, and place of the event.
 2. A brief description of the purpose of the event.
 3. The address where interested parties may write to obtain a copy of the agenda.

A copy of the Agenda may be obtained by writing to the Collier MPO, 2885 South Horseshoe Drive, Naples, Florida 34104. Agendas may also be obtained by e-mail at colliermmpo@colliergov.net or by accessing the MPO's Web site at colliermmpo.net.

2.02 AGENDA

- A. At least seven (7) days prior to a meeting or workshop, the MPO staff shall prepare and make available an agenda for distribution on request by any interested person. The agenda shall list the items in the order they are to be considered; provided, however, that for good cause stated in the

record by the person who is designated to preside at the meeting, items may be considered out of their listed order.

- B. The agenda shall be specific as to the items to be considered. All matters shall be listed on the agenda.
 - 1. Any person who desires to have an item placed on the agenda of the meeting of the MPO shall request in writing that the item be considered at the next scheduled meeting of the MPO, provided, however, that such a request must be received fourteen (14) days in advance of the scheduled meeting. Written requests for placing an item on the agenda must describe and summarize the item and shall be mailed or delivered to MPO, at the address in Section 2.01 (B) of these Bylaws.
 - 2. Additional items not included on the meeting agenda may be considered at a meeting if the chairman or his designee feels that the item requires immediate action by the MPO.

2.03 EMERGENCY MEETINGS AND WORKSHOPS

- A. The MPO may hold an emergency meeting or workshop notwithstanding the provisions of Sections 2.01 and 2.02 of these Bylaws, for the purpose of acting upon matters affecting the public health, safety and welfare.
- B. Whenever an emergency meeting or workshop is scheduled to be held, the MPO shall notify, as soon as possible prior to the meeting, at least one major newspaper of major circulation in the Naples Area stating time, date, place and purpose of the meeting or workshop.

Section 3 AMENDMENTS TO BYLAWS

These Bylaws may be amended by a majority vote of the voting members, provided a copy of the proposed amendment shall have been sent to all members at least seven (7) calendar days prior to it being voted on. The MPO Board has sole authority to adopt and amend the bylaws of any advisory committee.

These Bylaws and any and all amendments to the Bylaws will become effective upon endorsement of the Collier MPO.

These Bylaws for the Collier Metropolitan Planning Organization were hereby adopted in an open session with a quorum present and voting on November 13, 2020.

METROPOLITAN PLANNING ORGANIZATION

By: Elaine Middelstaedt
Elaine Middelstaedt, MPO Chair

Attested By: [Signature]
Anne McLaughlin, MPO Executive Director

Approved as to form and legality:

COLLIER COUNTY ATTORNEY

By: [Signature]
Scott R. Teach
Deputy County Attorney

Attachment: MPO Bylaws (21246 : Elect MPO Board Chair and Vice-Chair)



Year	Chair	Vice-Chair
2010	Councilman Trotter	Councilwoman Sulick
	City of Marco Island	City of Naples
2011	Councilwoman Sulick	Commissioner Coletta
	City of Naples	District 5
2012	Commissioner Coletta	Councilman Saad
	District 5	City of Naples
2013	Councilman Saad	Commissioner Fiala
	City of Naples	District 1
2014	Councilman Saad	Commissioner Fiala
	City of Naples	District 1
2015	Councilman Saad	Commissioner Nance
	City of Naples	District 5
2016	Commissioner Taylor	Councilman Batte
	District 4	City of Marco Island
2017	Commissioner Taylor	Commissioner McDaniel
	District 4	District 5
2018	Commissioner McDaniel	Councilwoman Penniman
	District 5	City of Naples
2019	Councilman Buxton	Councilwoman Middelstaedt
	City of Naples	City of Everglades City
2020	Councilwoman Middelstaedt	Councilman Brechnitz
	City of Everglades City	City of Marco Island
2021	Councilwoman Middelstaedt	Councilman Perry
	City of Everglades City	City of Naples

EXECUTIVE SUMMARY

Citizens Advisory Committee Chair Report

OBJECTIVE: For the MPO Board to receive a report from the Chair of the Citizens Advisory Committee (CAC) related to recent committee actions and recommendations.

CONSIDERATIONS: Staff prepared the attached written report. The CAC Chair will provide a verbal report providing additional information regarding recent committee activities.

COMMITTEE RECOMMENDATION: Committee recommendations are reported in the Executive Summary for each action item, and may be elaborated upon by the Chair in his/her report to the Board.

STAFF RECOMMENDATION: Not applicable

Prepared by: Brandy Otero, MPO Principal Planner

ATTACHMENT(S)

1. CAC Chair Report (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 8.A.1**Doc ID:** 21247**Item Summary:** Citizens Advisory Committee Chair Report**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 2:09 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 2:09 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 2:26 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 3:13 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM

Citizen's Advisory Committee Chair Report

The CAC held its regularly scheduled in-person meeting on **January 24, 2022**, a quorum was achieved.

Agency Reports

Florida Department of Transportation (FDOT) – Ms. Victoria Peters informed the committee that applications for the next cycle of the draft tentative work program have been received. FDOT is currently conducting constructability reviews for the project applications.

Committee Actions

- Endorsed Amendment 4 to the FY 21-22 Unified Planning Work Program
- Endorsed adding CAT Maintenance Building Reconstruction to the 2021 Transit Priorities
- Endorsed Amendment 4 to the FY 22-26 TIP and Authorizing Resolution
- Endorsed the Scope for developing the 2050 Long Range Transportation Plan Base Year Data
- Commented on the Draft Scope for the development of the 2050 LRTP

Reports and Presentations

- Received a briefing on the status of the Draft Project Sheets for the FY23-27 Transportation Improvement Program and provided some initial comments.

Distribution Items

- None.

The next regular meeting is February 28, 2022.

EXECUTIVE SUMMARY

Technical Advisory Committee Chair Report

OBJECTIVE: For the MPO Board to receive a report from the Chair of the Technical Advisory Committee related to recent committee actions and recommendations.

CONSIDERATIONS: Staff prepared the attached written report. Staff typically provides a verbal report at the MPO Board meeting, although the Chair is welcome to do so.

COMMITTEE RECOMMENDATION: Committee recommendations are reported in the Executive Summary for each action item, and may be elaborated upon by the Chair in his/her report to the Board.

STAFF RECOMMENDATION: Not applicable

Prepared by: Anne McLaughlin, MPO Director

ATTACHMENT(S)

1. TAC Chair Report (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 8.B.1**Doc ID:** 21248**Item Summary:** Technical Advisory Committee Chair Report**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 2:27 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 2:27 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 2:35 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 3:10 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM

Technical Advisory Committee Chair Report

The Collier MPO held its regularly scheduled in-person TAC meeting on **January 24, 2022**; a quorum was achieved.

Agency Reports

- Florida Department of Transportation (FDOT) – Ms. Victoria Peters informed the committee that submitting agencies are required to load new bike-ped priority project applications in the GAP system. [There was some confusion about the deadline which remains to be resolved.] She is vetting project applications with FDOT’s 4P group for constructability.

Committee Actions

- Re-elected Lorraine Lantz as Chair; elected Alison Bickett Vice-Chair
- Endorsed Amendment 4 to the FY 21-22 Unified Planning Work Program
- Endorsed adding CAT Maintenance Building Reconstruction to the 2021 Transit Priorities
- Endorsed Amendment 4 to the FY 22-26 TIP and Authorizing Resolution
- Endorsed the Scope for developing the 2050 Long Range Transportation Plan Base Year Data
- Commented on the Draft Scope for the development of the 2050 LRTP

Reports and Presentations

- Received a briefing on the status of the Draft Project Sheets for the FY23-27 Transportation Improvement Program and provided some initial comments

Distribution Items

- None

The next regular meeting will be held on February 28, 2022

EXECUTIVE SUMMARY

Bicycle and Pedestrian Advisory Committee Chair Report

OBJECTIVE: For the MPO Board to receive a report from the Chair of the Bicycle and Pedestrian Advisory Committee (BPAC) related to recent committee actions and recommendations.

CONSIDERATIONS: Staff prepared the attached written report. The BPAC Chair will provide a verbal report providing additional information regarding recent committee activities.

COMMITTEE RECOMMENDATION: Committee recommendations are reported in the Executive Summary for each action item and may be elaborated upon by the Chair in his/her report to the Board.

STAFF RECOMMENDATION: Not applicable

Prepared by: Scott Philips, Principal Planner

ATTACHMENT(S)

1. BPAC Chair Report (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 8.C.1**Doc ID:** 21249**Item Summary:** Bicycle and Pedestrian Advisory Committee Chair Report**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 2:30 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 2:30 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 2:33 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 3:11 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM

BPAC Committee Chair Report

The Bicycle and Pedestrian Advisory Committee (BPAC) met on January 18, 2022; this was an in-person meeting and a quorum was achieved.

Agency Reports

FDOT: Ms. Deb Chesna informed the committee that the Florida Office of Greenways and Trails has a new interactive GIS website and is seeking input from the public to refresh the Florida Greenway and Trails System Plan and Priority Maps. The updated plan and maps will be used to develop the statewide trail system for the period of 2023 through 2027.

Committee Actions

- Elected Mr. Anthony Matonti Chair; and Mr. Joe Bonness Vice Chair.
- Endorsed the prioritized list of New Bicycle and Pedestrian Projects.
- The committee was asked to review and provide comments on the Collier County FY 2021-22 Road Resurfacing Plan. This item will be discussed at the next BPAC meeting.

Reports and Presentations

- Ms. Deb Chesna (FDOT) presented the Florida Bicycle Pedestrian Focused Initiative Update, and the Florida Pedestrian and Bicycle Strategic Safety Plan.

Member Comments

- A request was made to see if there may be an opportunity to return to hybrid meetings. Ms. Brandy Otero informed the committee that the Governor's executive order allowing virtual meetings expired and that an in-person quorum is required due to the Sunshine Law.

Distribution Items

- None

The next regularly scheduled BPAC meeting is February 15, 2022 at 9:00 am.

EXECUTIVE SUMMARY

Congestion Management Committee Chair Report

OBJECTIVE: For the MPO Board to receive a report from the Chair of the Congestion Management Committee related to recent committee actions and recommendations.

CONSIDERATIONS: Staff prepared the attached written report. Staff typically provides a verbal report at the MPO Board meeting, although the Chair is welcome to do so.

COMMITTEE RECOMMENDATION: Committee recommendations are reported in the Executive Summary for each action item, and may be elaborated upon by the Chair in his/her report to the Board.

STAFF RECOMMENDATION: Not applicable

Prepared by: Scott Philips, Principal Planner

ATTACHMENT(S)

1. CMC Chair Report (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 8.D.1**Doc ID:** 21250**Item Summary:** Congestion Management Committee Chair Report**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 2:34 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 2:34 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 2:36 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 3:09 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM

CMC Committee Chair Report

The Congestion Management Committee (CMC) met on January 19, 2022. An in-person quorum was achieved.

Agency Reports

- City of Naples – Mr. Dave Rivera informed the committee that Andy Holland is Interim Director and Ms. Allison Bickett is Deputy Director of the Streets and Stormwater Department.
- Collier County – Mr. Michael Tisch told the committee that the county has received information from FDOT for County projects programmed in the 2023-27 Draft Tentative Work Program. Ms. Lorraine Lantz told the committee that the Wilson Boulevard Widening study from Immokalee Road to Golden Gate Boulevard is going to the Board of County Commissioners for approval on February 25, 2022.

Committee Actions

- Elected Mr. Tony Khawaja Chair; and Mr. Tim Pinter Vice-Chair.
- Mr. Ian Debnam and Mr. Wally Blaine with Benesch (formally Tindale Oliver) provided the committee with an overview of the 2022 Congestion Management Process (CMP) Update. The committee voted unanimously to endorse the update. The CMP update will be brought to the MPO Board for approval in April.
- Endorsed the Congested Corridors Evaluation Methodology.

Committee Reports and Presentations

- CAT – Mr. Omar DeLeon told the committee that CAT is finalizing the Transit Signal Priority and Automatic Vehicle Location System Update contract. He expects the project to be completed in twelve months.

Distribution Items

- None

Next Meeting

- The next regularly scheduled meeting will be held on March 16, 2022 at 2:00 p.m.

EXECUTIVE SUMMARY

Approve Addition of CAT Maintenance Building Reconstruction to 2021 Transit Priorities

OBJECTIVE: For the Board to approve adding the Collier Area Transit (CAT) Maintenance Building Reconstruction to the 2021 Transit Priorities list and authorize using a portion of the balance remaining in the MPO’s Fiscal Year (FY) 22 federal allocation of Surface Transportation - Urban funds (aka “SU Box Funds”) by transferring \$3 million in FY22 SU funds to the project.

CONSIDERATIONS: The Florida Department of Transportation (FDOT) notified the Collier MPO that \$5.5 million remains unprogrammed in Financial Project Number (FPN) 4050161 SU Box funds FY 2022. MPO staff met with FDOT and Collier County Growth Management Department (GMD) staff to identify projects that could be accelerated in order to obligate the funds before the State FY ends on June 30, 2022.

The CAT Bus and Maintenance Building rehabilitation project is included in the 2045 Long Range Transportation Plan (LRTP) Transit Cost Feasible Plan and in the FY 21-25 Transportation Improvement Program (TIP) under FPN 4408651. FPN 4408651 was funded through a combination of local funds and an FTA grant for approximately \$11.3 million for construction in FY21. (**Attachments 1 and 2.**)

As the project planning got underway, it was determined that with new building code requirements, rehabilitation of the building was not feasible, and reconstruction of the building was the most efficient alternative. Currently, \$5 million of the original Federal Transit Administration (FTA) grant is allocated to the project. An additional \$10.4 million is needed to complete the project.

The proposed addition to the 2021 Transit Priorities list is shown in **Attachment 3**. The transfer of funds requires an amendment to the FY 2022-2026 TIP, which follows as a separate action item on this agenda.

The proposal is consistent with the 2045 LRTP, was previously funded in the FY 2021-25 TIP and addresses the MPO’s Transit Asset Management Plan performance measures and targets.

COMMITTEE RECOMMENDATIONS: The Technical and Citizen Advisory Committees voted to endorse the project as a priority and allocate SU funding to the project at their meetings on January 24, 2022.

STAFF RECOMMENDATION: That the Board approve adding the CAT Maintenance Building Reconstruction to the 2021 Transit Priorities list and authorize transferring \$3 million in FY22 SU funds to the project.

Prepared By: Anne McLaughlin, MPO Director

ATTACHMENT(S)

1. 2045 LRTP – Transit Cost Feasible Plan (PDF)
2. CAT Bus & Maintenance Building Rehabilitation FPN 440865-1 FY 21-25 TIP (PDF)
3. Draft Revised 2021 Transit Priorities (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 9.A**Doc ID:** 21236**Item Summary:** Approve Addition of CAT Maintenance Building Reconstruction to 2021 Transit Priorities**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 12:15 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 12:15 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 12:56 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 1:56 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM

Table 6-12. 2045 Transit Cost Feasible Summary

Funded Need	Plan Period 1: 2021–2025 (YOE)	Plan Period 2: 2026–2030 (YOE)	Plan Period 3: 2031–2035 (YOE)	Plan Period 4: 2036–2045 (YOE)	Total Costs 2026–2045 (YOE)
<i>Other Capital Needs</i>					
Bus Shelters	\$4,286,000	\$2,781,000	\$3,037,000	\$6,951,000	\$12,769,000
Safety/Security	\$538,000	\$586,000	\$642,000	\$1,468,000	\$2,696,000
Driver Protection Barriers	\$82,000	\$0	\$0	\$0	\$0
Technology	\$2,585,000	\$50,000	\$265,000	\$605,000	\$920,000
Study: Santa Barbara	\$25,000	\$0	\$0	\$0	\$0
Study: SUF/IFAS	\$25,000	\$0	\$0	\$0	\$0
Study: I-75	\$25,000	\$0	\$0	\$0	\$0
Study: Everglades City	\$25,000	\$0	\$0	\$0	\$0
Study: Fares	\$50,000	\$0	\$0	\$0	\$0
Study: MoD	\$50,000	\$0	\$0	\$0	\$0
CAT Bus and Maintenance Building ^a	\$7,065,497	\$0	\$0	\$0	\$0
<i>Total Other Capital Costs</i>	\$14,756,500	\$3,417,000	\$3,944,000	\$9,024,000	\$16,385,000
<i>Total Capital Costs</i>	\$27,226,500	\$16,129,000	\$15,713,000	\$36,720,000	\$68,579,000

^a FY 2020/21 through FY 2024/25 TIP Amendment – FTA Grant Award (5339B Funding)

Note: Transit planning studies are funded through grants provided by the Federal Transit Administration and the Florida Department of Transportation. 49 U.S.C. 5303 establishes the FTA Section 5305(d) grant to support metropolitan transportation planning. These funds are apportioned to the MPOs in accordance with the rules established in 49 U.S.C. 5305(d). In addition to Section 5305(d) funds, FTA Section 5307 grant funding may be used for planning purposes.

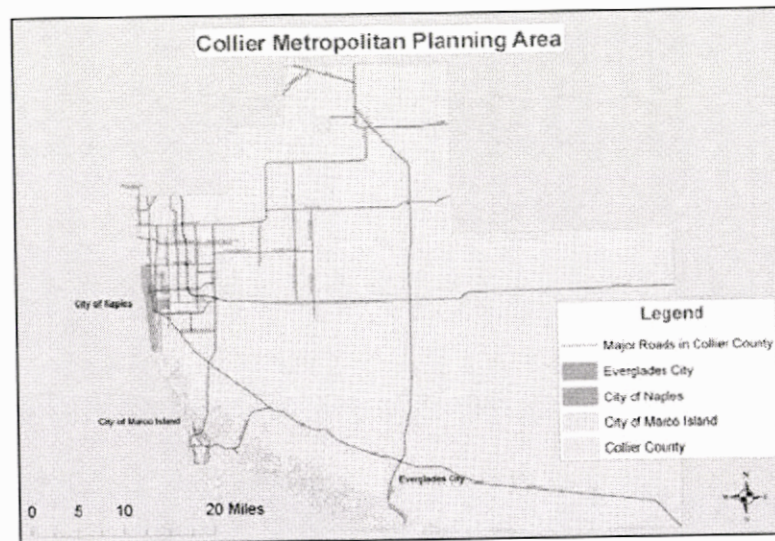
448065-1

COLLIER COUNTY AREA TRANSIT 5339(B) Bus/Maint.Bldg.**Project Description:**

Prior Years Cost: N/A
 Future Years Cost: N/A
 Total Project Cost: N/A
 LRTP Ref: 2045 LRTP Table 6-11 P6-21

Work Summary: FTA Grant Award to Transit Agency**Lead Agency:** COLLIER COUNTY**Length:** N/A**TIP Amendment:** 12/11/2020

Phase	Fund	2020/21	2021/22	2022/23	2023/24	2024/25	Total
CAP	FTA	9,020,000					
CAP	LF	2,255,000					
							0
							0
							0
							0
							0
Total		11,275,000	0	0	0	0	11,275,000



147B

Adopted by MPO Board June 12, 2020
 Amended by MPO Board December 11, 2020

NEW

2021 Transit Priorities							
Improvement	Category	Ranking	Implementation Year	Annual Cost	3-Year Operating Cost	10-Year Operating Cost	Capital Cost
Route 15 from 90 to 45 minutes	Increase Frequency	1	2022	\$163,238	\$489,715	\$1,632,384	\$503,771
Route 11 from 30 to 20 minutes	Increase Frequency	2	2022	\$652,954	\$1,958,861	\$6,529,536	\$503,771
Route 12 from 90 to 45 minutes	Increase Frequency	3	2022	\$282,947	\$848,840	\$2,829,466	\$503,771
Administration/Passenger Station Roof Replacement	Transit Asset Management (TAM)	4	2022	\$0	\$0	\$0	\$357,000
CAT Maintenance Building Reconstruction*	Transit Asset Management (TAM)	5	2022	\$0	\$0	\$0	\$17,802,200
Route 16 from 90 to 45 minutes	Increase Frequency	5 6	2023	\$156,105	\$468,316	\$1,561,054	\$503,771
Route 14 from 60 to 30 minutes	Increase Frequency	6 7	2023	\$243,915	\$731,744	\$2,439,146	\$512,698
Site SL-15 Creekside	Park and Ride	7 8	2023	\$0	\$0	\$0	\$564,940
Beach Lot Vanderbilt Beach Rd	Park and Ride	8 9	2023	\$0	\$0	\$0	\$2,318,200
Route 17/18 from 90 to 45 minutes	Increase Frequency	9 10	2023	\$258,550	\$775,649	\$2,585,495	\$503,771
Route 13 from 40 to 30 minutes	Increase Frequency	10 11	2023	\$83,712	\$251,135	\$837,115	\$512,698
New Island Trolley	New Service	11 12	2024	\$551,082	\$1,653,246	\$5,510,821	\$864,368
Study: Mobility on Demand	Other Improvements	12 13	2024	\$0	\$0	\$0	\$50,000
Study: Fares	Other Improvements	13 14	2024	\$0	\$0	\$0	\$50,000
Support Vehicle - Truck	Transit Asset Management (TAM)	14 15	2024	\$0	\$0	\$0	\$30,000
New Bayshore Shuttle	New Service	15 16	2025	\$201,000	\$602,999	\$2,009,995	\$531,029
Fixed Route Bus - Replacement	Transit Asset Management (TAM)	16 17	2025	\$0	\$0	\$0	\$500,000
Fixed Route Bus - Replacement	Transit Asset Management (TAM)	17 18	2025	\$0	\$0	\$0	\$500,000
Support Vehicle - Replacement	Transit Asset Management (TAM)	18 19	2025	\$0	\$0	\$0	\$30,000
Support Vehicle - Replacement	Transit Asset Management (TAM)	19 20	2025	\$0	\$0	\$0	\$30,000
Radio Rd Transfer Station Lot	Park and Ride	20 21	2026	\$0	\$0	\$0	\$479,961
Beach Lot Pine Ridge Rd	Park and Ride	21 22	2026	\$0	\$0	\$0	\$2,587,310
Immokalee Rd - Split Route 27 creating EW Route	Route Network Modifications	22 23	2027	\$189,885	\$569,654	\$1,898,846	\$550,016
Collier Blvd - Split Route 27 creating NS Route	Route Network Modifications	23 24	2027	\$189,885	\$569,654	\$1,898,846	\$550,016
New Route 19/28 - Extend Hours to 10:00 PM	Service Expansion	24 25	2027	\$29,288	\$87,863	\$292,876	\$0
Route 24 - Extend Hours to 10:00 PM	Service Expansion	25 26	2027	\$30,298	\$90,893	\$302,976	\$0
Goodlette Frank Rd - Split Route 25 creating NS Route	Route Network Modifications	26 27	2027	\$183,805	\$551,416	\$1,838,052	\$550,016
MOD – North Naples	New Service	27 28	2029	\$81,723	\$245,169	\$817,230	\$81,961
New Autonomous Circulator	New Service	28 29	2029	\$52,411	\$157,232	\$524,105	\$569,681
MOD – Marco Island	New Service	29 30	2029	\$108,912	\$326,736	\$1,089,119	\$81,961
MOD – Golden Gate Estates	New Service	30 31	2029	\$163,446	\$490,338	\$1,634,460	\$81,961
New Naples Pier Electric Shuttle	New Service	31 32	2029	\$82,213	\$246,638	\$822,125	\$569,681
MOD – Naples	New Service	32 33	2029	\$193,889	\$581,666	\$1,938,887	\$81,961

*originally funded as rehabilitation project in FY21-25 TIP FPN 4480651 FY21

EXECUTIVE SUMMARY

Approve Amendment #4 to the FY 2022-2026 Transportation Improvement Program (TIP) and Authorizing Resolution

OBJECTIVE: Board approval of Amendment #4 to the FY 2022-2026 Collier MPO Transportation Improvement Program (TIP), and authorizing resolution.

CONSIDERATIONS: The Florida Department of Transportation (FDOT) requested the Collier MPO amend its FY2022-FY2026 Transportation Improvement Program (TIP) to add the following new project. The amendment is required for the project to receive federal funds which are programmed in FY 2022.

FPN 448065-2: \$3,000,000 Collier Area Transit (CAT) Bus Maintenance Building:

This project is a result of collaborative discussions between FDOT, Collier County and MPO staff with regard to spending down Surface Transportation - Urban (SU) funds resulting from federal reconciliation and FDOT Work Program balancing. The project supports meeting the Transit Asset Management performance measures and targets adopted by the MPO Board, is identified in the 2045 Long Range Transportation Plan - Transit Cost Feasible Plan and has been endorsed as a new Transit Priority Project for the expenditure of SU funds by prior action in this agenda packet.

Attachment 1 contains the Authorizing Resolution and exhibits referenced therein, including the TIP amendment signature page, project sheet, and FDOT letter requesting the amendment.

The MPO is following the TIP amendment public involvement process outlined in the MPO's Public Participation Plan in that this amendment has been:

- Posted for review by the TAC and CAC;
- Public comment period announced on the MPO website; and
- Distributed via e-mail to applicable list-serve(s).

The comment period began on January 14, 2022 and ends with the MPO Board meeting on February 11, 2022.

COMMITTEE RECOMMENDATIONS: The Technical Advisory Committee and Citizens Advisory Committee endorsed the amendment and authorizing resolution at their meetings held on January 24, 2022.

STAFF RECOMMENDATION: That the Board approve the amendment and authorizing resolution.

Prepared By: Scott Philips, Principal Planner

ATTACHMENT(S)

1. Authorizing Resolution and Exhibits (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 9.B**Doc ID:** 21237**Item Summary:** Approve Amendment #4 to the FY 2022-2026 Transportation Improvement Program (TIP) and Authorizing Resolution**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 12:19 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 12:19 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 2:13 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 2:14 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM

MPO RESOLUTION #2022-01
A RESOLUTION OF THE COLLIER METROPOLITAN
PLANNING ORGANIZATION APPROVING AN
AMENDMENT TO THE FY 2021/22- 2025/26
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

WHEREAS, State and federal statutes, rules and regulations require that each designated Metropolitan Planning Organization develop and adopt a Transportation Improvement Program (“TIP”) and set forth the procedures for doing so; and

WHEREAS, the Collier Metropolitan Planning Organization’s (the “MPO”) TIP may require amending as authorized and required by 23 C.F.R. Part 450 Sections 326, 328, 330, 332 and 334, and by F.S. § 339.175(6), (8) and (13); and

WHEREAS, the Florida Department of Transportation (“FDOT”) has requested the Collier MPO to amend the FY 2021/22-2025/26 TIP to add Federal Project Number (“FPN”) 448065-2 Collier Area Transit Maintenance Building in FY 2022, as shown in the attached Exhibit; and

WHEREAS, FDOT has submitted a letter to the MPO stating that the amendment is necessary to include in the MPO’s TIP to ensure consistency with FDOT’s Work Program, as shown in the attached Exhibit; and

WHEREAS, the MPO announced the TIP Amendment on its website, distributed it via e-mail to various list-serves, and followed all steps of its Public Participation Plan through the expiration of the public comment period, which terminated with the MPO’s Board meeting on February 11, 2022; and

WHEREAS, the MPO has reviewed the proposed TIP Amendment, the project, and determined that it is consistent with the MPO’s adopted plans and policies; and

WHEREAS, in accordance with all required State and federal procedures, rules and regulations, including but not limited to the FDOT’s MPO Administrative Manual, the TIP Amendment must be accompanied by an endorsement indicating official MPO approval.

THEREFORE, BE IT RESOLVED by the Collier Metropolitan Planning Organization that:

1. The FY 2021/22 - 2025/26 Transportation Improvement Program Amendment set forth in the attached Exhibit is hereby adopted.
2. The Collier Metropolitan Planning Organization's Chair is hereby authorized to execute this Resolution certifying the MPO Board's approval of the Amendment to the FY 2021/22-2025/26 Transportation Improvement Program for transmittal to FDOT and the Federal Highway Administration.

This Resolution was PASSED and duly adopted by the Collier Metropolitan Planning Organization Board after majority vote on this 11th day of February 2022.

Attest:

COLLIER METROPOLITAN
PLANNING ORGANIZATION

By: _____
Anne McLaughlin
MPO Executive Director

By: _____
MPO Chair

Approved as to form and legality:

Scott R. Teach, Deputy County Attorney

Attachment: Authorizing Resolution and Exhibits (21237 : Approve Amendment #4 to the FY 2022-2026 TIP and Authorizing Resolution)

448065-2 COLIER AREA TRANSIT MAINTENANCE BUILDING**Project Description:** 2021 Transit Priority

Prior Years Cost:

Future Years Cost:

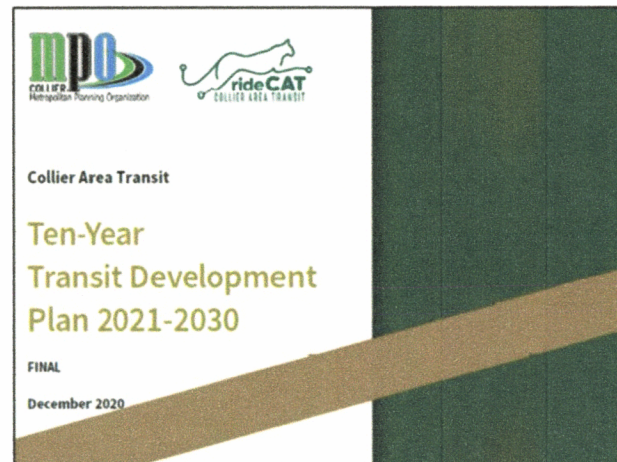
Total Project Cost:

2045 LRTP:

Table 6-12 P6-24

Work Summary: CONSTRUCTION**Lead Agency:** COLLIER COUNTY**Length:** NA

Phase	Fund	2021/22	2022/23	2023/24	2024/25	2025/26	Total
94	FTAT	3,000,000					3,000,000
94	SU	3,000,000					3,000,000
							0
							0
							0
							0
							0
							0
							0
Total		3,000,000	0	0	0	0	3,000,000



EXHIBIT

**TIP Amendment for Approval by MPO Board on February 11, 2022 for
FY 2021/22 through FY 2025/26 TIP**

FPN	Action	Project Name	Requested by	Fund	Phase	FY	Amount
448065-2	Transfer MPO FY 22 SU Funds to FTA	Collier Area Transit Bus Maintenance Building	FDOT	FTAT	94	22	\$3,000,000
448065-2	Transfer MPO FY 22 SU Funds to FTA	Collier Area Transit Bus Maintenance Building	FDOT	SU	94	22	\$3,000,000

Responsible Agency	TIP Page	LRTP Reference
Collier County	Section H p10	Table 6-12, P6-24

COLLIER METROPOLITAN PLANNING ORGANIZATION

Attest: _____

Anne McLaughlin
Collier MPO Executive Director

Date: _____

By: _____

Collier MPO Chair

Date: _____

Approved as to form and legality

Scott R. Teach, Deputy County Attorney

SA
CAO



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.
SECRETARY

January 13, 2022

Ms. Anne McLaughlin, Executive Director
Collier Metropolitan Planning Organization
2885 S. Horseshoe Drive
Naples, FL 34104

RE: Request for Amendment to the Collier Metropolitan Planning Organization's Fiscal Years 2021/2022 through Fiscal Years 2025/2026 Transportation Improvement Program (TIP)

Dear Ms. McLaughlin:

The letter is a formal request for the Collier Metropolitan Planning Organization (MPO) to approve the following amendment to the FY2021/22 – FY2025/26 Transportation Improvement Plan (TIP) at the February 11, 2022 MPO Board Meeting.

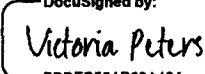
This is a new project and it's required to be added to the MPO's TIP for this current fiscal year. In order to receive federal funds for this project, these changes are required to be amended into the Collier MPO's FY2021/2022 through FY2025/2026 TIP.

FPN Number	Federal Project Description	Phase Group	Amount	Funding Type	Fiscal Year	Comments
448065-2	Collier Area Transit Maintenance Building	94 Capital Grant	\$3,000,000	FTAT	2022	This is a <u>new</u> project receiving Federal funds in the current fiscal year of FY22
448065-2	Collier Area Transit Maintenance Building	94 Capital Grant	\$3,000,000	SU	2022	This is a <u>new</u> project receiving Federal funds in the current fiscal year of FY22

Ms. Anne McLaughlin
January 13, 2022
Page 2

If you have any questions, please feel free to contact me at (239) 872-5904.

Sincerely,

DocuSigned by:

1/13/2022 | 2:16 PM EST
BBDEB55AB69A48A...

Victoria G Peters
Community Liaison

VGP:vgp

cc: Carlos Gonzalez, Federal Highway Administration
John Crocker, Federal Transit Administration
Samantha Parks, Florida Department of Transportation
Denise Strickland, Florida Department of Transportation
Wayne Gaither, Florida Department of Transportation
Michelle Peronto, Florida Department of Transportation

EXECUTIVE SUMMARY

Election of Representatives to Serve on the Metropolitan Planning Organization Advisory Council (MPOAC) Board for 2022

OBJECTIVE: For the MPO Board to elect an MPOAC representative and alternate for calendar year 2022.

CONSIDERATIONS: The administrative rule of the MPOAC provides that “by no later than December 31st of each year, each metropolitan planning organization shall appoint its representative to the MPOAC to serve for the succeeding calendar year.” Collier MPO met the December 2021 certification deadline and has traditionally followed-up by electing representatives for the new calendar year at the first regularly scheduled meeting in February.

The tentative dates and locations for the 2022 MPOAC meetings are:

January 27, 2022	Orlando, FL
April 28, 2022	Orlando, FL
July 28, 2022	Orlando, FL
October 27, 2022	Orlando, FL

Commissioner William McDaniel is the current MPOAC representative and Commissioner Andy Solis is the alternate.

COMMITTEE RECOMMENDATION: Not applicable

STAFF RECOMMENDATION: For the MPO Board to elect or re-elect an MPOAC representative and alternate for 2022.

Prepared By: Anne McLaughlin, MPO Director

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 10.A**Doc ID:** 21238

Item Summary: Election of Representatives to Serve on the Metropolitan Planning Organization Advisory Council (MPOAC) Board for 2022.

Meeting Date: 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 12:24 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 12:24 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 1:12 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 1:45 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM

EXECUTIVE SUMMARY**Appointment of New Member to the Citizens Advisory Committee (CAC)**

OBJECTIVE: For the Board to appoint a new member to the CAC.

CONSIDERATIONS: There are currently three vacancies on the CAC: representatives for Commission Districts 1 and 3 and one for the City of Everglades City. The Everglades City position was previously filled by Tammie Pernas, however with the appointment of Councilman Tony Pernas to the MPO Board she has resigned. Ms. Elaine Middelstaedt has submitted an application to serve on the CAC to represent the City of Everglades City. City Council has recommended the appointment of Ms. Middelstaedt to the CAC. Ms. Middelstaedt resides in Everglades City. She was previously a member of Everglades City Council and the MPO Board.

COMMITTEE RECOMMENDATIONS: n/a.

STAFF RECOMMENDATION: That the Board appoint Ms. Middelstaedt to serve as the City of Everglades City Representative on the CAC.

Prepared By: Brandy Otero, MPO Principal Planner

ATTACHMENT(S)

1. Application – Elaine Middelstaedt (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 10.B**Doc ID:** 21239**Item Summary:** Appointment of New Member to the Citizens Advisory Committee (CAC)**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 12:29 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 12:29 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 12:52 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 1:57 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM



**2021 COLLIER COUNTY MPO
(METROPOLITAN PLANNING ORGANIZATION)
ADVISORY COMMITTEE/BOARD APPLICATION**

Return Application to: Collier Metropolitan Planning Organization
2885 South Horseshoe Drive
Naples, Florida 34104
Phone: (239) 252-5884
Email: AnneMcLaughlin@colliergov.net

Name: Middelstaedt Elaine H
Last First Middle
Address: PO Box 277, 410 Storter Ave S
City: Everglades City Zip Code: 34139-0277
Home Telephone: 239-695-2695 Contact Time: _____
Email Address: ElaineECity@gmail.com
Referred By: Everglades City Council Date Available: 2/1/2022
I am applying for: Citizens Advisory Committee (CAC)

Please note: Year-round residents are eligible to apply. Your application will remain active in the MPO's Office for one (1) year. The application must be complete in order to be considered. Read "Important Information" section on the second page of the application, then sign and date the application. (Use additional pages as needed.)

PLEASE TYPE OR PRINT LEGIBLY

Date: 1/12/2022 Commission District #/City City of Everglades City
Tribal Affiliation: _____
If you are a member of, or officially represent a nonprofit or public agency, identify here, and provide link to website: _____

Please list any Advisory Committees or Boards on which you currently serve:

- | | |
|--|---|
| 1. <u>Everglades Society for Historic Preservation</u> | 3. <u>Friends of the Museum of Everglades</u> |
| 2. <u>ReachOut Everglades and COPS Assn, Inc</u> | 4. _____ |

Have you previously served on an MPO advisory committee or board? Please specify committee/board and dates served:

MPO - 2017 - 2021

Occupation & Employer (if retired, please indicate):

Pension Attorney and Third Party Administrator

Middelstaedt and Associates, Inc.

Please describe your background and experience which you feel provides a useful perspective for this Committee/Board.

I have been a resident of Everglades City for 20 years, and was a member of the MPO for 4 years.

While I limit trips beyond the local area as much as possible, I have become quite familiar with most of the major roadways in Collier County.

Please describe any public involvement or community service you've been involved in either locally or otherwise (in addition to Committees and Boards you currently serve on.)

Everglades City Council 2009 - 2021

Everglades Area Chamber of Commerce (now defunct), Member, Secretary, President

Everglades Lions Club, Secretary, Treasurer and President

Everglades Community Food Pantry - Harry Chapin Food Bank Liaison, USDA requirements, Civil Rights trainer

What other MPO advisory committee(s) would you be willing to serve on?

None. I am applying at the City Council and Mayor's request to replace Tammie Pernas.

Several of the MPO advisory committees/boards have specific membership requirements. To assist the Collier MPO in its selection process, please check as many of the following categories that apply:

1. Year-round resident of:

- Collier County (unincorporated area) _____
- City of Naples _____
- City of Marco Island _____
- Everglades City _____ X

2. Member of one of the following organizations or groups:

- AARP _____ X
- Adventure Cycling _____
- Bicycling/Walking Advocacy Group: _____
- Professional Association: Collier County Women's Bar Assn _____ X
- Chamber of Commerce: _____
- Visitors & Tourism Bureau _____
- Community Redevelopment Agency _____
- NAACP _____
- Historical Preservation Society: Everglades Society for Historic Preservation _____ X
- Homeowners' Association: _____

- Environmental Group: _____
- Home Builders Association _____
- Collier County Public Schools _____
- Other NGO, Community Association _____
- Agricultural Industry _____
- Trucking Industry _____
- Other, please specify _____

3. Representative of one of the following:

- Persons with Disabilities _____
- Major Employer in the MPO Region _____
- Small Business Owner Middelstaedt and Associates, Inc. ☒
- State, City or County Department of Children & Families _____
- State, City or County Department of Health _____
- State, City, or County Department of Education _____
- Educational Institution _____
- Elderly Health Care Provider _____
- Other Health Care Provider _____
- Transit Rider(s) _____
- Developmental Disability Service Provider _____
- Elderly – Advocate/Instructor - Mobility and Access to Services _____
- Veterans – Advocate/Instructor – Mobility & Access to Services _____
- Family Service Provider _____
- Police, Sheriff Department _____
- Community Transportation Safety Team Member _____
- Minorities & Disadvantaged Populations, Advocate/Service Provider _____
- Tribal Member, Officially Designated Representative _____
- Tribal Member, Acting in Individual Capacity _____
- Other, please specify _____

4. Professional/Career Credentials:

- Bicycle/Pedestrian Safety Instructor _____
- American Institute of Certified Planners (AICP) _____
- Registered Architect or Landscape Architect _____
- Licensed Attorney ☒
- Licensed Engineer _____
- Licensed General Contractor _____
- Licensed First Responder or Health Care Professional _____
- Licensed Realtor _____
- Other, please specify _____

5. Knowledge, training, background, interest or experience in:

- Natural Sciences, Environmental Conservation _____
- Mobility & Access for the workforce _____
- Public Finance, Grants, NGOs _____
- Sustainable Development, Sustainable Transportation _____
- Planning, Engineering, Architecture, Landscape Architecture _____
- Economic Development _____
- Land Development/Redevelopment _____
- Archaeological, Cultural & Historic Resources _____
- Mobility/Active Living (related to community health) _____
- Tourism Industry _____ X
- Parent, Advocate for Working Families _____
- Other, please specify _____

The Collier MPO strives to ensure equal access and representation for minorities, women and those with disabilities to serve on advisory boards/committees.

Questions 6 through 8 are OPTIONAL**6. Gender:**

- Female _____ X
- Male _____

7. Race/Ethnicity:

- White _____ X
- Hispanic or Latino _____
- Black or African American _____
- Asian or Pacific Islander _____
- American Indian or Alaskan Native _____
- Other: _____

8. Handicapped/Disabled:

- Yes _____
- No _____ X

IMPORTANT INFORMATION:

- Be advised that membership on certain advisory committees/boards may involve financial disclosure or the submission of other information.
- Florida State Statute 119.07 designates that this application as a public document be made available for anyone requesting to view it.

.....

Your application is not complete until you answer the following question, sign and date the form.

Are you related to any member of the Collier MPO?

_____ YES X _____ NO

Applicant's Signature: Elaine H. Middelstaedt

Date Signed: 1/12/2022

EXECUTIVE SUMMARY

Approve Re-appointments to the Bicycle and Pedestrian Advisory Committee (BPAC)

OBJECTIVE: For the Board to approve re-appointments to the BPAC.

CONSIDERATIONS: The terms of the following BPAC members expire at the end of March. Staff is recommending they be re-appointed to new 2-year terms.

- Mr. Alan Musico is a full time resident of Marco Island and has been an active member of the BPAC since 2007. Mr. Musico has served as the BPAC Vice-Chairman and as Chair of the City of Marco Island Bike Path Advisory Committee during the development of the Marco Island Bike Path Master Plan. His attendance record at BPAC meetings is excellent.
- Mr. Joe Bonness resides in Collier County and has been an active member of the BPAC since 2005 often serving as the committee's Chair or Vice-chair. He is a member of the Naples Pathway Coalition and has extensive experience in bike/pedestrian design, safety, and accessibility. His attendance record at BPAC meetings is excellent.
- Ms. Dayna Fendrick has residences in Collier County and in Everglades City and has served on the BPAC since 2009. Ms. Fendrick is a Landscape Architect with experience in designing bicycle and pedestrian facilities. She is a recreational cycling enthusiast and currently serves on the Everglades City Trail Committee and Bike/Ped Committee. Her attendance record at the BPAC is excellent.

STAFF RECOMMENDATION: That the Board approve the re-appointments of Alan Musico, Joe Bonness and Dayna Fendrick to the BPAC.

Prepared By: Scott Philips, Principal Planner

ATTACHMENT(S)

1. Member Re-appointment Applications (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 10.C**Doc ID:** 21240**Item Summary:** Approve Re-appointments to the Bicycle and Pedestrian Advisory Committee (BPAC)**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 12:35 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 12:35 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 1:08 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 1:49 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM



REQUEST FOR REAPPOINTMENT TO AN MPO COMMITTEE

Date: 1/18/22

I, ALAN J. MUSICO, have been notified that my term on the Bicycle and Pedestrian Advisory Committee has, or will soon expire; therefore, I do hereby request to remain a member of the MPO advisory committee and request that the MPO Board reappoints me to that committee for another term. My updated MPO Advisory Committee Application form is attached.

Sincerely,


Signature



**2020 COLLIER COUNTY MPO
(METROPOLITAN PLANNING ORGANIZATION)
ADVISORY COMMITTEE/BOARD APPLICATION**

Return
Application
to:

Collier Metropolitan Planning Organization
2885 South Horseshoe Drive
Naples, Florida 34104
Phone: (239) 252-5884
Email: info@colliermpo.org

Name: MUSICA ALAN JOSEPH
Last First Middle
Address: 907 PANAMA CT #503
City: MARCO ISLAND Zip Code: 34145
Home Telephone: 239-642-9729 Contact Time: EVENING
Email Address: ELPASUP@GMAIL.COM
Referred By: _____ Date Available: IMMEDIATELY
I am applying for: BPAC COMMITTEE

Please note: Year-round residents are eligible to apply. Your application will remain active in the MPO's Office for one (1) year. The application must be complete in order to be considered. Read "Important Information" section on the second page of the application, then sign and date the application. (Use additional pages as needed.)

PLEASE TYPE OR PRINT LEGIBLY

Date: 4/13/19 1/18/22 Commission District #/City MARCO ISLAND
Tribal Affiliation: NONE

If you are a member of, or officially represent a nonprofit or public agency, identify here, and provide link to website:

Please list any Advisory Committees or Boards on which you currently serve:

- MARCO ISLAND BIKE
1. PATA ADVISORY COM 3. _____
2. COLLIER MPD BPAC 4. _____

Have you previously served on an MPO advisory committee or board? Please specify committee/board and dates served:

YES COLLIER MPD BPAC
2008 - PRESENT

Occupation & Employer (if retired, please indicate):

RETIRED

Please describe your background and experience which you feel provides a useful perspective for this Committee/Board.

- SERVED AS COMMITTEE CHAIR DURING DEVELOPMENT OF MARCO ISLAND MASTER PLAN
- PRIOR PROFESSIONAL EXPERIENCE IN NEEDS ANALYSIS, RESOURCE PRIORITIZATION, AND PROJECT MANAGEMENT

Please describe any public involvement or community service you've been involved in either locally or otherwise (in addition to Committees and Boards you currently serve on.)

NONE

What other MPO advisory committee(s) would you be willing to serve on?

NONE

Several of the MPO advisory committees/boards have specific membership requirements. To assist the Collier MPO in its selection process, please check as many of the following categories that apply:

1. Year-round resident of:

- Collier County (unincorporated area)
- City of Naples
- City of Marco Island
- Everglades City

X

2. Member of one of the following organizations or groups:

- AARP
- Adventure Cycling
- Bicycling/Walking Advocacy Group: ME BIKE PATH ADVISORY
- Professional Association: _____
- Chamber of Commerce: _____
- Visitors & Tourism Bureau
- Community Redevelopment Agency
- NAACP
- Historical Preservation Society: _____

X

X

- Homeowners' Association: DIRECTOR - MARINE CONDOMINIUM X
- Environmental Group: _____
- Home Builders Association _____
- Collier County Public Schools _____
- Other NGO, Community Association _____
- Agricultural Industry _____
- Trucking Industry _____
- Other, please specify _____

3. Representative of one of the following:

- Persons with Disabilities _____
- Major Employer in the MPO Region _____
- Small Business Owner _____
- State, City or County Department of Children & Families _____
- State, City or County Department of Health _____
- State, City, or County Department of Education _____
- Educational Institution _____
- Elderly Health Care Provider _____
- Other Health Care Provider _____
- Transit Rider(s) _____
- Developmental Disability Service Provider _____
- Elderly – Advocate/Instructor - Mobility and Access to Services _____
- Veterans – Advocate/Instructor – Mobility & Access to Services _____
- Family Service Provider _____
- Police, Sheriff Department _____
- Community Transportation Safety Team Member _____
- Minorities & Disadvantaged Populations, Advocate/Service Provider _____
- Tribal Member, Officially Designated Representative _____
- Tribal Member, Acting in Individual Capacity _____
- Other, please specify _____

4. Professional/Career Credentials:

- Bicycle/Pedestrian Safety Instructor _____
- American Institute of Certified Planners (AICP) _____
- Registered Architect or Landscape Architect _____
- Licensed Attorney _____
- Licensed Engineer _____
- Licensed General Contractor _____
- Licensed First Responder or Health Care Professional _____
- Licensed Realtor _____
- Other, please specify _____

5. Knowledge, training, background, interest or experience in:

- Natural Sciences, Environmental Conservation _____
- Mobility & Access for the workforce _____
- Public Finance, Grants, NGOs _____
- Sustainable Development, Sustainable Transportation _____
- Planning, Engineering, Architecture, Landscape Architecture X
- Economic Development PROJECT PLANNING AND MGMT _____
- Land Development/Redevelopment _____
- Archaeological, Cultural & Historic Resources _____
- Mobility/Active Living (related to community health) _____
- Tourism Industry _____
- Parent, Advocate for Working Families _____
- Other, please specify _____

The Collier MPO strives to ensure equal access and representation for minorities, women and those with disabilities to serve on advisory boards/committees.

Questions 6 through 8 are OPTIONAL**6. Gender:**

- Female _____
- Male X

7. Race/Ethnicity:

- White X
- Hispanic or Latino _____
- Black or African American _____
- Asian or Pacific Islander _____
- American Indian or Alaskan Native _____
- Other: _____

8. Handicapped/Disabled:

- Yes _____
- No X

IMPORTANT INFORMATION:

- Be advised that membership on certain advisory committees/boards may involve financial disclosure or the submission of other information.
- Florida State Statute 119.07 designates that this application as a public document be made available for anyone requesting to view it.

Your application is not complete until you answer the following question, sign and date the form.

Are you related to any member of the Collier MPO?

_____ YES ☒ NO

Applicant's Signature: _____

Date Signed: _____

[Signature]

9/13/19

1/22/20

1/18/22

[Signature]

[Signature]

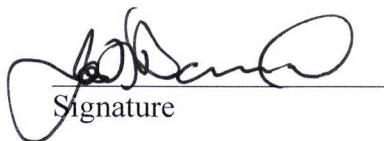


REQUEST FOR REAPPOINTMENT TO AN MPO COMMITTEE

Date: 1-18-2022

I, Joseph Bonness, have been notified that my term on the Bicycle and Pedestrian Advisory Committee has, or will soon expire; therefore, I do hereby request to remain a member of the MPO advisory committee and request that the MPO Board reappoints me to that committee for another term. My updated MPO Advisory Committee Application form is attached.

Sincerely,


Signature



**2020 COLLIER COUNTY MPO
(METROPOLITAN PLANNING ORGANIZATION)
ADVISORY COMMITTEE/BOARD APPLICATION**

Return Application to: Collier Metropolitan Planning Organization
2885 South Horseshoe Drive
Naples, Florida 34104
Phone: (239) 252-5884
Email: AnneMcLaughlin@colliergov.net

Name: Bonness _____ Joseph _____ Denny _____
Last First Middle
Address: 6830 Sandalwood lane _____
City: Naples _____ Zip Code: 34109
Home Telephone: 239 825 4821 _____ Contact Time: _____
Email Address: ironjoe3@aol.com _____
Referred By: _____ Date Available: *immediate* _____
I am applying for: BPAC _____

Please note: Year-round residents are eligible to apply. Your application will remain active in the MPO's Office for one (1) year. The application must be complete in order to be considered. Read "Important Information" section on the second page of the application, then sign and date the application. (Use additional pages as needed.)

PLEASE TYPE OR PRINT LEGIBLY

Date: 1/22/2020 _____ Commission District #/City _____ 2 _____
Tribal Affiliation: _____

If you are a member of, or officially represent a nonprofit or public agency, identify here, and provide link to website:

Board member Naples Pathway Coalition www.naplespathways.org

Please list any Advisory Committees or Boards on which you currently serve:

- | | |
|---------------------|-----------------------------------|
| 1. _____ BPAC _____ | 3. Naples Pathway Coalition _____ |
| 2. _____ | 4. _____ |

Have you previously served on an MPO advisory committee or board? Please specify committee/board and dates served:

BPAC-PAC_2005?-present _____

Occupation & Employer (if retired, please indicate):

Mining; Alligator Alley Aggregate and Asphalt Inc. DBA Florida Shell and Fill
Please describe your background and experience which you feel provides a useful perspective for this Committee/Board.

10 years' experience with wheel chair bound disabilities personal knowledge as to challenges of disabled.

*20 years of bike pedestrian advocacy BPAC, NPC, Naples Velo, Fla Bike Association
Trained in Roadway Safety Assessments, Developing Roadway safety Action Plans,
Design for Pedestrian Safety (FHWA)*

Trained in Flexible Roadway Design (FDOT); Bike Savvy (League of American Bicyclists)

Please describe any public involvement or community service you've been involved in either locally or otherwise (in addition to Committees and Boards you currently serve on.)

Attend Bonita Springs and Estero bike/ ped development meetings, develop and construct mountain bike trails in Collier and Lee counties, Past president Naples Community Sailing Center, founder Naples Pathway Coalition, founder past president Naples Area Triathletes.

What other MPO advisory committee(s) would you be willing to serve on?

Several of the MPO advisory committees/boards have specific membership requirements. To assist the Collier MPO in its selection process, please check as many of the following categories that apply:

1. Year-round resident of:

- Collier County (unincorporated area) __X__
- City of Naples _____
- City of Marco Island _____
- Everglades City _____

2. Member of one of the following organizations or groups:

- AARP __X__
- Adventure Cycling _____
- Bicycling/Walking Advocacy Group: *NPC, Gulf Coast Runners, League American Bicyclist, Naples Velo, Florida Bicycle Association* __X__
- Professional Association: *past Florida Asphalt Contractors Association, Florida Transportation Builders Association, National Asphalt Paving Association, American Road & Transportation Builders* __X__
- Chamber of Commerce: _____ __X__

- Visitors & Tourism Bureau _____
- Community Redevelopment Agency _____
- NAACP _____
- Historical Preservation Society: _____
- Homeowners' Association *Livingston Woods* X
- Environmental Group: _____
- Home Builders Association _____
- Collier County Public Schools _____
- Other NGO, Community Association GGEACA X
- Agricultural Industry _____
- Trucking Industry *Advantage Transportation Inc.* X
- Other, please specify _____

3. Representative of one of the following:

- Persons with Disabilities X
- Major Employer in the MPO Region _____
- Small Business Owner *Alligator Alley Aggregate & Asphalt Inc.* X
- State, City or County Department of Children & Families _____
- State, City or County Department of Health _____
- State, City, or County Department of Education _____
- Educational Institution _____
- Elderly Health Care Provider _____
- Other Health Care Provider _____
- Transit Rider(s) _____
- Developmental Disability Service Provider _____
- Elderly – Advocate/Instructor - Mobility and Access to Services _____
- Veterans – Advocate/Instructor – Mobility & Access to Services _____
- Family Service Provider _____
- Police, Sheriff Department _____
- Community Transportation Safety Team Member X
- Minorities & Disadvantaged Populations, Advocate/Service Provider _____
- Tribal Member, Officially Designated Representative _____
- Tribal Member, Acting in Individual Capacity _____
- Other, please specify _____

4. Professional/Career Credentials:

- Bicycle/Pedestrian Safety Instructor _____
- American Institute of Certified Planners (AICP) _____
- Registered Architect or Landscape Architect _____
- Licensed Attorney _____
- Licensed Engineer _____
- Licensed General Contractor _____
- Licensed First Responder or Health Care Professional _____

- Licensed Realtor _____
- *Licensed Specialty Contractor Underground Utilities & Excavation CU56737* X

5. Knowledge, training, background, interest or experience in:

- Natural Sciences, Environmental Conservation X
- Mobility & Access for the workforce X
- Public Finance, Grants, NGOs _____
- Sustainable Development, Sustainable Transportation X
- Planning, Engineering, Architecture, Landscape Architecture X
- Economic Development _____
- Land Development/Redevelopment X
- Archaeological, Cultural & Historic Resources X
- Mobility/Active Living (related to community health) _____
- Tourism Industry _____
- Parent, Advocate for Working Families _____
- Other, please specify Roadway and Highway design engineering X

The Collier MPO strives to ensure equal access and representation for minorities, women and those with disabilities to serve on advisory boards/committees.

Questions 6 through 8 are OPTIONAL

6. Gender:

- Female _____
- Male X

7. Race/Ethnicity:

- White X
- Hispanic or Latino _____
- Black or African American _____
- Asian or Pacific Islander _____
- American Indian or Alaskan Native _____
- Other: _____

8. Handicapped/Disabled:

- Yes _____
- No X

IMPORTANT INFORMATION:

- Be advised that membership on certain advisory committees/boards may involve financial disclosure or the submission of other information.
 - Florida State Statute 119.07 designates that this application as a public document be made available for anyone requesting to view it.
-

Your application is not complete until you answer the following question, sign and date the form.

Are you related to any member of the Collier MPO?

_____ YES ___X___ NO

Applicant's Signature: _____

Date Signed: _____

1-22-2020

Joe Bonness
6830 Sandalwood Lane
Naples FL 34109

Education: University of Wisconsin Milwaukee classes in Archaeology, Fine Arts
 University Michigan: Asphalt Manufacturing, supervision and construction, FDOT
 Asphalt recycling, Flexible pavement design, FDOT Traffic control
 Excavation and Underground, competent person subchapter P, OSHA, MSHA, State
 Building Codes, Anthropology, Paleontology, geology, real estate, certified sailing
 instructor US Sailing Association. EPA Title V air permitting, DEP Chapter 000 air
 permitting. Bike Savvy League of American Bikers, Roadway Safety Audit trained

Experience Work: current President Alligator Alley Aggregate and Asphalt Inc.
 Operating two Quarries, Vice President Advantage Transportation Inc. broker 150 trucks
 Forty years Heavy and Highway construction. Thirty eight years in Naples. Have built
 Interstate Highways, Airports, Multi Level Interchanges, Tunnels, Landfill basins, Golf
 Courses, Race tracks, Ball Fields, Subdivisions, Lakes and Wildlife preserves.
 State Licensed Excavation and Underground Contractor CUC56737
 Retired CEO Better Roads Inc four asphalt plants and 350 employees worked over an 11
 county region. Pre Qualified contractor for FDOT and 11 SW Florida Counties
 Retired President of Southern Sand and Stone Inc and Coral Rock Inc operated 5 quarries
 and fill pits, 70 employees produced DOT graded aggregates, lime rock and washed shell,
 fill and Dept. of Agriculture graded fertilizer.

Very active bicyclist: I bike 9,000- 15,000 miles per year, training, racing and
 commuting. World and National Champion Triathlete.

Bike Association member

Naples Velo	Picayune Mountain Bike Association
League of American Bicyclists	Florida Bicycle Association
United States Cycling Federation	National Off Road Bicycle Association

Boards and Associations:

Naples Pathway Coalition Inc. Founding Member Gulf Coast Runners
 Golden Gate Estates Area Civic Association Livingston Woods association
 Naples Community Sailing Center past President
 Naples Area Triathletes past President USA Triathlon member
 Naples North Rotary
 Asphalt Contractors Association Florida. Past President
 National Asphalt Paving Association. Past Member
 Florida Transportation Builders Association. Past board member
 American Road and Transportation Builders Association
 Floridians for Better Transportation past member
 Center for Solid and Hazardous Waste State University System. past Advisory Board
 US Sailing Association Gulf Coast Sailing Club Past Commodore

Certificate of Training



U.S. Department of Transportation
**Federal Highway
Administration**

Joe Bonness

has satisfactorily completed training in

Developing a Pedestrian Safety Action Plan

conducted by:

Pedestrian and Bicycle Information Center
UNC Highway Safety Research Center

for

Federal Highway Administration, Office of Highway Safety



**Pedestrian and Bicycle
Information Center**

Location: Collier County, Florida

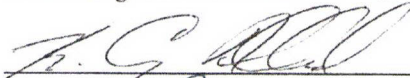
Hours of instruction: 12

Date: August 11 and 12, 2008

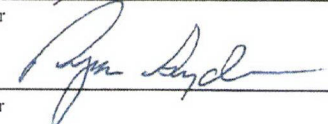
Continuing Education Units: 12



Training Coordinator



Instructor



Instructor

Certificate of Training



U.S. Department of Transportation
**Federal Highway
Administration**

Joe Bonness

has satisfactorily completed training in
Designing For Pedestrian Safety

conducted by:

Pedestrian and Bicycle Information Center
UNC Highway Safety Research Center

for

Federal Highway Administration, Office of Highway Safety




**Pedestrian and Bicycle
Information Center**

Location: Collier County, Florida

Hours of instruction: 12

Date: August 13 and 14, 2008

Continuing Education Units: 12



Training Coordinator



Instructor



Instructor



RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
CONSTRUCTION INDUSTRY LICENSING BOARD

THE UNDERGROUND UTILITY & EXCAVATION CO HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

BONNESS, JOSEPH D III

ALLIGATOR ALLEY PAVING INC.
6830 SANDALWOOD LANE
NAPLES FL 34109

LICENSE NUMBER: CUC56737

EXPIRATION DATE: AUGUST 31, 2020

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



REQUEST FOR REAPPOINTMENT TO AN MPO COMMITTEE

Date: 1/10/22

I, Dayna Fendrick, have been notified that my term on the Bicycle and Pedestrian Advisory Committee has, or will soon expire; therefore, I do hereby request to remain a member of the MPO advisory committee and request that the MPO Board reappoints me to that committee for another term. My updated MPO Advisory Committee Application form is attached.

Sincerely,

Dayna Fendrick
Signature



**2020 COLLIER COUNTY MPO
(METROPOLITAN PLANNING ORGANIZATION)
ADVISORY COMMITTEE/BOARD APPLICATION**

Return Application to: Collier Metropolitan Planning Organization
2885 South Horseshoe Drive
Naples, Florida 34104
Phone: (239) 252-5884
Email: AnneMcLaughlin@colliergov.net

Name: Fendrick Dayna L.
Last First Middle
Address: 1263 Hernando Street
City: Naples Zip Code: 34103
Home Telephone: 239-263-4029 Contact Time: 8 am - 6 pm
Email Address: dayna@urbangreenstudio.com
Referred By: _____ Date Available: currently
I am applying for: BPAC

*Please note: **Year-round residents are eligible to apply.** Your application will remain active in the MPO's Office for one (1) year. **The application must be complete in order to be considered.** Read "Important Information" section on the second page of the application, then sign and date the application. (Use additional pages as needed.)*

PLEASE TYPE OR PRINT LEGIBLY

Date: 01/22/2020 Commission District #/City District 4 & Everglades City
Tribal Affiliation: _____

If you are a member of, or officially represent a nonprofit or public agency, identify here, and provide link to website:

Please list any Advisory Committees or Boards on which you currently serve:

- | | |
|----------------|----------|
| 1. <u>BPAC</u> | 3. _____ |
| 2. _____ | 4. _____ |

Have you previously served on an MPO advisory committee or board? Please specify committee/board and dates served:

BPAC 2009 - present

Occupation & Employer (if retired, please indicate):

Landscape Architect & Land Planner URBAN GREEN STUDIO (owner)

Please describe your background and experience which you feel provides a useful perspective for this Committee/Board.

Professional background & experience in urban planning, landscape architecture, walkable communities, smart growth, streetscapes, complete streets, bike & ped facilities and Parks & Rec master planning.

Advocate for smart growth, inter-connected streets and designing roadways for human scale

Recreational cyclist at the amateur level

Resident of Collier County since 1986; Everglades City since 2001

Please describe any public involvement or community service you've been involved in either locally or otherwise (in addition to Committees and Boards you currently serve on.)

Everglades City School Landscape projects

Everglades City Trail Town Committee

Everglades City Bike/Ped Committee

What other MPO advisory committee(s) would you be willing to serve on?

CAC

Several of the MPO advisory committees/boards have specific membership requirements. To assist the Collier MPO in its selection process, please check as many of the following categories that apply:

1. Year-round resident of:

- Collier County (unincorporated area)
- City of Naples
- City of Marco Island
- Everglades City

Mon-Thurs

Fri-Sun

hopefully full time soon

2. Member of one of the following organizations or groups:

- AARP
- Adventure Cycling
- Bicycling/Walking Advocacy Group: FROGG
- Professional Association: ASLA, AICP
- Chamber of Commerce:
- Visitors & Tourism Bureau
- Community Redevelopment Agency
- NAACP
- Historical Preservation Society:

- Homeowners' Association: _____
- Environmental Group: _____
- Home Builders Association _____
- Collier County Public Schools _____
- Other NGO, Community Association _____
- Agricultural Industry _____
- Trucking Industry _____
- Other, please specify _____

3. Representative of one of the following:

- Persons with Disabilities _____
- Major Employer in the MPO Region _____
- Small Business Owner URBAN GREEN STUDIO 2008 - present X
- State, City or County Department of Children & Families _____
- State, City or County Department of Health _____
- State, City, or County Department of Education _____
- Educational Institution _____
- Elderly Health Care Provider _____
- Other Health Care Provider _____
- Transit Rider(s) _____
- Developmental Disability Service Provider _____
- Elderly – Advocate/Instructor - Mobility and Access to Services _____
- Veterans – Advocate/Instructor – Mobility & Access to Services _____
- Family Service Provider _____
- Police, Sheriff Department _____
- Community Transportation Safety Team Member _____
- Minorities & Disadvantaged Populations, Advocate/Service Provider _____
- Tribal Member, Officially Designated Representative _____
- Tribal Member, Acting in Individual Capacity _____
- Other, please specify _____

4. Professional/Career Credentials:

- Bicycle/Pedestrian Safety Instructor _____
- American Institute of Certified Planners (AICP) X
- Registered Architect or Landscape Architect X
- Licensed Attorney _____
- Licensed Engineer _____
- Licensed General Contractor _____
- Licensed First Responder or Health Care Professional _____
- Licensed Realtor _____
- Other, please specify _____

5. Knowledge, training, background, interest or experience in:

- Natural Sciences, Environmental Conservation X
- Mobility & Access for the workforce _____
- Public Finance, Grants, NGOs _____
- Sustainable Development, Sustainable Transportation X
- Planning, Engineering, Architecture, Landscape Architecture X
- Economic Development X
- Land Development/Redevelopment X
- Archaeological, Cultural & Historic Resources X
- Mobility/Active Living (related to community health) _____
- Tourism Industry _____
- Parent, Advocate for Working Families _____
- Other, please specify _____ _____

The Collier MPO strives to ensure equal access and representation for minorities, women and those with disabilities to serve on advisory boards/committees.

Questions 6 through 8 are OPTIONAL**6. Gender:**

- Female X
- Male _____

7. Race/Ethnicity:

- White X
- Hispanic or Latino _____
- Black or African American _____
- Asian or Pacific Islander _____
- American Indian or Alaskan Native _____
- Other: _____ _____

8. Handicapped/Disabled:

- Yes _____
- No X

IMPORTANT INFORMATION:

- Be advised that membership on certain advisory committees/boards may involve financial disclosure or the submission of other information.
- Florida State Statute 119.07 designates that this application as a public document be made available for anyone requesting to view it.

Your application is not complete until you answer the following question, sign and date the form.

Are you related to any member of the Collier MPO?

_____ YES ☒ NO

Applicant's Signature: _____

Dayna L. Fendrick
LA0001224 State of Florida

Digitally signed by Dayna L. Fendrick
LA0001224 State of Florida
Date: 2020.01.22 13:45:10 -05'00'

Date Signed: _____ 01/22/2020

Dayna L. Fendrick 1/18/22

EXECUTIVE SUMMARY

Reappointment of a Local Coordinating Board (LCB) for Transportation Disadvantaged (TD) Member

OBJECTIVE: For the Board to approve the re-appointment of Sherry Brenner to the LCB.

CONSIDERATIONS: The LCB is a standing committee of the Collier Metropolitan Planning Organization (MPO) Board. The primary purpose of the LCB is to assist the Collier MPO in identifying local service needs and providing information, advice and direction to the Community Transportation Coordinator (CTC) on the coordination of services to be provided to the transportation disadvantaged pursuant to Chapter 427.0157, Florida Statutes.

Sherry Brenner serves the LCB as a representative of the Disabled community. Her current term expires on March 8, 2022. Ms. Brenner has completed an application and has indicated her request to be re-appointed to the LCB.

COMMITTEE RECOMMENDATION: This item does not require committee action.

STAFF RECOMMENDATION: That the Board approve the re-appointment of Sherry Brenner to the LCB for an additional three-year term.

Prepared By: Brandy Otero, Collier MPO Principal Planner

ATTACHMENT(S)

1. Sherry Brenner's Application (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 10.D**Doc ID:** 21241

Item Summary: Reappointment of a Local Coordinating Board (LCB) for Transportation Disadvantaged (TD) Member

Meeting Date: 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 12:39 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 12:39 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 2:22 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 3:14 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM



REQUEST FOR REAPPOINTMENT TO AN MPO COMMITTEE

Date: 12/21/21

I, Sherry Brenner, have been notified that my term on the Local Coordinating Board for Transportation Disadvantaged has, or will soon expire; therefore, I do hereby request to remain a member of the MPO advisory committee and request that the MPO Board reappoints me to that committee for another term. My updated MPO Advisory Committee Application form is attached.

Sincerely,

Sherry Brenner
Signature



**2021 COLLIER COUNTY MPO
(METROPOLITAN PLANNING ORGANIZATION)
ADVISORY COMMITTEE/BOARD APPLICATION**

Return Application to: Collier Metropolitan Planning Organization
2885 South Horseshoe Drive
Naples, Florida 34104
Phone: (239) 252-5884
Email: AnneMcLaughlin@colliergov.net

Name: Brenner, Sherry
Last First Middle
Address: 2710 Brantley Blvd
City: Naples Zip Code: 34112
Home Telephone: (239) 455-0086 Contact Time: after 4
Email Address: sherrybaby125@outlook.com
Referred By: _____ Date Available: Now/Currently on LCB
I am applying for: LCB

Please note: Year-round residents are eligible to apply. Your application will remain active in the MPO's Office for one (1) year. The application must be complete in order to be considered. Read "Important Information" section on the second page of the application, then sign and date the application. (Use additional pages as needed.)

PLEASE TYPE OR PRINT LEGIBLY

Date: 12/21/21 Commission District #/City 5
Tribal Affiliation: _____

If you are a member of, or officially represent a nonprofit or public agency, identify here, and provide link to website:

Please list any Advisory Committees or Boards on which you currently serve:

- | | |
|---------------|----------|
| 1. <u>LCB</u> | 3. _____ |
| 2. _____ | 4. _____ |

Have you previously served on an MPO advisory committee or board? Please specify committee/board and dates served:

LCB since 2015

Occupation & Employer (if retired, please indicate):

Retired

- Environmental Group: _____
- Home Builders Association _____
- Collier County Public Schools _____
- Other NGO, Community Association _____
- Agricultural Industry _____
- Trucking Industry _____
- Other, please specify _____

3. Representative of one of the following:

- Persons with Disabilities _____
- Major Employer in the MPO Region _____
- Small Business Owner _____
- State, City or County Department of Children & Families _____
- State, City or County Department of Health _____
- State, City, or County Department of Education _____
- Educational Institution _____
- Elderly Health Care Provider _____
- Other Health Care Provider _____
- Transit Rider(s) _____
- Developmental Disability Service Provider _____
- Elderly – Advocate/Instructor - Mobility and Access to Services _____
- Veterans – Advocate/Instructor – Mobility & Access to Services _____
- Family Service Provider _____
- Police, Sheriff Department _____
- Community Transportation Safety Team Member _____
- Minorities & Disadvantaged Populations, Advocate/Service Provider _____
- Tribal Member, Officially Designated Representative _____
- Tribal Member, Acting in Individual Capacity _____
- Other, please specify _____

4. Professional/Career Credentials:

- Bicycle/Pedestrian Safety Instructor _____
- American Institute of Certified Planners (AICP) _____
- Registered Architect or Landscape Architect _____
- Licensed Attorney _____
- Licensed Engineer _____
- Licensed General Contractor _____
- Licensed First Responder or Health Care Professional _____
- Licensed Realtor _____
- Other, please specify printing, home decor _____

IMPORTANT INFORMATION:

- Be advised that membership on certain advisory committees/boards may involve financial disclosure or the submission of other information.
 - Florida State Statute 119.07 designates that this application as a public document be made available for anyone requesting to view it.
-

Your application is not complete until you answer the following question, sign and date the form.

Are you related to any member of the Collier MPO?

_____ YES X _____ NO

Applicant's Signature:

Sherry Brenner

Date Signed:

12/21/21

EXECUTIVE SUMMARY

Provide Staff Direction on Joint Regional Planning

OBJECTIVE: For the Board to provide staff direction on joint regional planning.

CONSIDERATIONS: At the September 10, 2021 meeting, Commissioner McDaniel proposed appointing a subcommittee of 2-3 members of the Collier MPO Board to meet with a subcommittee of 2-3 members of the Lee County MPO Board on a quarterly basis and inviting the Charlotte-Punta Gorda MPO to attend as well to discuss regional transportation issues and report back to the individual boards.

Staff presented the proposal for discussion at the joint Lee County/Collier MPO Citizens and Technical Advisory Committee meetings held on October 7, 2021. The committees did not take formal action. The Lee County MPO Director also discussed the proposal with the MPO's Executive Committee.

The outcome of these discussions was the suggestion that Commissioner McDaniel present his proposal directly to Lee MPO's Executive Committee, which occurred on January 12, 2022. The Executive Committee voted to endorse the proposal, and Commissioner McDaniel asked staff to place the item on the agenda to obtain direction from the Collier MPO Board. The proposal is on the agenda for discussion at the Lee County-Charlotte-Punta Gorda Joint Meeting on February 18, 2022.

MPO staff conferred with the Collier County Attorney's Office for guidance. If the Board wishes to pursue further joint regional outreach with Lee County as proposed by Commissioner McDaniel, MPO staff recommends that the Board direct its staff to work with the County Attorney's Office and with the Lee County MPO staff to amend the existing Interlocal Agreement for Joint Regional Transportation Planning and Coordination between the Collier and Lee County MPOs (last amended in March 2009) to establish the respective creation of separate subcommittees by the Collier and Lee MPOs. The proposed joint subcommittees would not be taking any formal independent action but rather merely discussing matters of joint regional concern that they can bring back to their respective MPO Boards for further consideration. Both separate subcommittees would need to establish its own physical quorum to participate in the joint meetings to vote on recommendations. Previous attempts to update the Interlocal Agreement to reflect current practices were stymied by the difficulty in achieving quorums at joint MPO regional meetings.

The creation of such a joint subcommittee involving the Collier and Lee MPOs, as suggested above, is logical since part of the geographical boundary of the Collier MPO actually protrudes into Lee County and the counties are contiguous. Adding Charlotte-Punta Gorda into such a formal relationship (however reasonable) presents additional issues; including whether the public has a reasonable opportunity to attend (due to travel time and expense- Everglades City is approximately 170 miles from Punta Gorda) under the Sunshine Law. Nevertheless, there certainly would be no prohibition on why the Charlotte-Punta Gorda MPO could not send a member and participate during the public comment portions of such joint Collier Lee County subcommittee meetings.

COMMITTEE RECOMMENDATIONS: N/A

STAFF RECOMMENDATION: Staff is requesting direction from the MPO Board to work with Lee MPO staff, including legal advisors to both entities, to prepare an amendment to the existing Joint Interlocal Agreement to accomplish the following:

02/11/2022

- i. Each MPO to create a subcommittee consisting of a defined number of members to be appointed by their respective Boards that will meet on a quarterly basis to discuss regional transportation planning issues and make recommendations to their respective boards regarding the following:
 - a. regional transit system
 - b. regional roadway system
 - c. SUN Trail system (Shared Use Network)
 - d. Other matters of joint regional concern as directed by their respective MPO Boards.
- ii. Once the joint committees are created and its respective members appointed, invite the Charlotte-Punta Gorda Board to attend joint subcommittee meetings and contribute to discussions as members of the public.
- iii. Make other updates to the Joint Agreement that reflect current practices between the MPOs.

Prepared By: Anne McLaughlin, Executive Director

ATTACHMENT(S)

1. Current Interlocal Agreement for Joint Regional Transportation Planning and Coordination between the Collier and Lee County MPOs (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 10.E**Doc ID:** 21242**Item Summary:** Provide Staff Direction on Joint Regional Planning**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 12:45 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 12:45 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 2:25 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 3:13 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM

**INTERLOCAL AGREEMENT FOR JOINT REGIONAL
TRANSPORTATION PLANNING AND COORDINATION BETWEEN
THE COLLIER AND LEE COUNTY MPOS**

AMENDED March 20, 2009

This INTERLOCAL AGREEMENT (hereinafter the Agreement) is made and entered into as of March 20, 2009 by and between the Collier Metropolitan Planning Organization (hereinafter the Collier MPO) and the Lee County Metropolitan Planning Organization (hereinafter the Lee County MPO).

Whereas, the Lee County and Collier Metropolitan Planning Organizations (MPOs) are the duly designated and constituted agencies responsible for carrying out the metropolitan transportation planning and programming processes for the Cape Coral and Bonita Springs-Naples Urbanized Areas; and

Whereas, the 2000 Census, while identifying distinct and separate Bonita Springs-Naples and Cape Coral Urbanized Areas, also determined that the Naples Urbanized Area had expanded into the metropolitan planning area of the Lee County MPO to become the Bonita Springs-Naples Urbanized Area; and

Whereas, the elected and appointed officials comprising the policy boards of the Collier MPO and the Lee County MPO recognize the benefits of regional cooperation; and

Whereas, on October 17, 2002, at a joint meeting, the members of the Collier MPO and Lee County MPO voted unanimously for staff not to pursue consolidation of the MPOs or alter their common metropolitan planning area boundary; and

Whereas, on October 17, 2002, at a joint meeting, the members of the Collier MPO and Lee County MPO voted unanimously for staff to coordinate transportation planning and policy activities in this bi-county region to promote regional transportation solutions and enhance overall regional transportation system efficiency using a straightforward, resourceful method; and

Whereas, by Joint Resolution 2003-1 adopted on February 14, 2003 by the Collier MPO and on March 21, 2003 by the Lee County MPO the parties agreed that the MPOs would continue coordination efforts by having a member of each MPO's staff serve as a voting member of the other's technical advisory committee and by holding joint MPO policy board meetings at least annually, and when necessary to resolve otherwise irresolvable differences; and

Whereas, staff and policy board members from both the Collier and Lee County MPOs also already coordinate regional transportation issues through participation in the Metropolitan Planning Organization Advisory Council (MPOAC), the District One Coordinated Urban Transportation Studies (CUTS) Committee, and the Southwest Florida Regional Planning Council (SWFRPC); and

Whereas, the Collier and Lee County MPOs are currently cooperating with each other in the development of a single bi-county travel demand model for use in the 2035 updates of both their long range transportation plans; and

Whereas, the Collier MPO and Lee County MPO both received letters from the District One Secretary in October 2003 asking them to enter into a more formal interlocal agreement to develop a joint long range transportation plan, joint regional priorities, a joint regional public involvement process, and a joint regional model, and specifying time frames for their completion; and

Whereas, at their October 17, 2003 joint meeting, the Collier and Lee County MPOs directed their staffs to develop such an agreement; and

Whereas, the Collier and Lee County MPOs executed such an agreement on January 27, 2004 and amended it in January 2006; and

Whereas, certain provisions of the amended agreement now need updating;

NOW, THEREFORE, in consideration of the covenants made by each party to the other and of the mutual benefits to be realized by the parties hereto, the Collier MPO and Lee County MPO hereby agree as follows:

Section 1. Authority. This Interlocal Agreement is entered into pursuant to the general authority of Sections 339.175, Florida Statutes, relating to metropolitan planning organization, and 163.01, Florida Statutes, relating to interlocal agreements.

Section 2. Purpose. The purpose of this Agreement is to promote and establish a forum for communication and coordination between the Collier and Lee County MPOs and to foster joint regional cooperation and conduct regarding transportation planning in accordance with Section 339.175, Florida Statutes, 23 C.F.R. 450.312, and the goals and requirements of the Transportation Equity Act for the 21st Century and its successor legislation. More specifically, this Agreement establishes the commitment by the parties to develop joint regional transportation planning products and processes for the bi-county region of Collier and Lee Counties and provides targeted timeframes for the accomplishment of these products and processes. This Agreement incorporates the provisions of and supersedes Joint Resolution 2003-1 of the Collier and Lee County MPOs.

Section 3. Staff-level Coordination. Each party will continue to maintain a representative of the other party's staff agency as a voting member of its Technical Advisory Committee.

Section 4. Joint Meetings and Quorum Requirements. Joint meetings of the governing boards, and advisory committees of the Collier and Lee County MPOs will be held at least annually. Quorum requirements for each MPO's Technical Advisory Committee at the joint

meetings will be ½ its membership after leaving out the FDOT, SWFRPC and MPO staff representatives from the quorum calculations. However, during voting on any items, while the FDOT and SWFRPC representatives will each have a single vote, MPO representatives will abstain from voting as they provide the administrative support at these meetings. Quorum requirements for each MPO's Citizens Advisory Committee at the joint meetings will be seven (7) for the Lee CAC and four (4) for the Collier CAC.

Section 5. Planning Products and Timeframes. The parties hereby agree to coordinate and collaborate in good faith and with due diligence to develop the following joint regional planning products by the target dates set out by each product described below:

(a) Joint Regional Transportation Model

The parties are working together to develop a coordinated update to the bi-county model to 2035 using the same consultant. The 2035 Long Range Transportation Plans are targeted to be completed by December 2010.. The standing joint Model Coordination Committee, comprising representatives of the Collier MPO, Lee County MPO, Collier County Department of Transportation, Lee County Department of Transportation, a City representative from each MPO, Southwest Florida Regional Planning Council, and FDOT, will oversee and coordinate the development, validation, use, maintenance, and future improvement of this model. The parties agree to continue to support and coordinate all travel demand modeling activities through this committee, which will continue to meet at least twice a year to maintain and update the joint model.

(b) Joint Regional Long Range Transportation Plan (LRTP)

The parties will continue to maintain and update as necessary the Joint Regional Multi-Modal Transportation System. The system will continue to remain a component of each MPO's LRTP and will continue to identify a two-tiered network of regionally significant transportation corridors, facilities, and services. The first order network comprises those corridors, facilities, and services that are of importance and concern to both parties. The second order network comprises the remaining corridors, facilities, and services deemed regionally significant. This system may subsequently be reconsidered and revised as necessary, at the request of either MPO.

During the development of each MPO's 2035 LRTP update, the parties agree to identify where improvements to the first order network may be needed, to propose and test appropriate alternative system improvements, and update the current joint regional long range transportation plan addressing those needs. The parties further agree to incorporate this regional plan in the updates of their own LRTPs, and to agree on any

refinements or modifications to the regional plan that either MPO may wish to include in its LRTP prior to or concurrent with the adoption of their LRTPs. The joint regional long range transportation plan shall be published in and adopted as part of each MPO's LRTP. The target date for adoption of the initial LRTPs thus coordinated is December 2010.

The parties agree that subsequent amendments to their LRTPs affecting the joint regional long range transportation plan must be approved by both MPOs' governing boards.

(c) Joint Regional Project Priorities

On the basis of the Joint Regional Multi-Modal Transportation System addressed in paragraph 5(b) above, the MPOs agree to continue adopting priorities for funding unprogrammed improvements on the identified first order network that will be competing for statewide discretionary funding within the next six fiscal years, and include said projects in the respective MPO's project priorities adopted in the summer. The MPOs also agree to continue adopting priorities jointly for improvements to transportation facilities and services on the identified first and second order networks that are competing for funding through the state's Transportation Regional Incentive Program (TRIP). Both sets of Joint Regional Project Priorities must be adopted by each MPO's governing board. Either MPO governing board may require that the Joint Regional Project Priorities be reconsidered at any time. This collaboration and the products developed will recur each subsequent year during the duration of this Agreement and will be a continuing obligation and commitment.

(d) Joint Regional Public Involvement Process Component

The parties will collaborate to maintain the Joint Regional Public Involvement Component which shall continue to be included in each MPO's existing Public Involvement Plan. This Joint Regional Component prescribes public notice and outreach actions and measures to assure public access and involvement for all joint regional activities including development of the Joint Regional Long Range Transportation Plan component and annual regional priority list within the bi-county area. Any amendments to this Joint Regional Public Involvement Process Component must be approved by both MPO's governing boards'.

(e) Joint Regional Web Page

The parties will collaborate to maintain the Collier and Lee County MPO Joint Regional Web Page. The Web Page is hosted in the Lee County MPO Web Site, and maintained and updated as necessary by Lee County MPO staff. A link to this web page will continue to be provided in the Collier MPO Web Site.

Section 6. Staff Services and Costs. The directors and staffs of each MPO will be responsible for development and maintenance of the joint regional products identified in this Agreement, subject to review and final approval by each MPO governing board. In this regard, each MPO will cooperate to assign and share equitably the needed staff resources to accomplish these regional efforts as specified in their respective Unified Planning Work Programs (UPWP). The cost of staff or consultant services provided by one party for the mutual benefit of both parties shall be split between the parties in proportion to their annual allocations of FHWA planning funds as shown in their latest adopted Unified Planning Work Programs. Similarly, direct costs for the joint regional efforts and products identified in this Agreement will be split between the parties in proportion to their annual allocations of FHWA planning funds.

Either party may also provide staff services to, or provide for the use of its consultants by, the other party, in which event the benefiting party shall reimburse the party providing the services for its full cost of the services rendered, including any associated direct expenses and any applicable share of personnel benefits and allocated indirect costs. The parties agree to invoice each other at the end of each monthly or quarterly accounting period for all expenses thus incurred on the other's behalf during that period. The parties further agree, as may be necessary in order to carry out the terms and commitments of this Agreement, to cooperate in seeking federal, state and local funding for the joint regional products to be developed.

Section 7. Conflict Resolution. The parties to this Agreement concur that if an issue is otherwise irresolvable, their staffs will organize a joint meeting of the MPO governing boards to resolve said matter. If the parties are unable to resolve the issue at the joint meeting, they agree to submit the issue to the Southwest Florida Regional Planning Council for non-binding arbitration. Notwithstanding any such resolution process, the parties to this agreement do not waive their respective rights to seek declaratory judgment as provided in Chapter 86, Florida Statutes.

Section 8. Duration of Agreement. This Agreement shall have an initial term of five (5) years, commencing on the date first above written, and shall automatically renew at the end of five (5) years for an additional five (5)-year term and every five years thereafter unless terminated or rescinded as set out in Section 10, herein. Prior to the end of each five (5)-year term, the parties shall reexamine the terms hereof for possible amendment. However, the failure to amend or reaffirm the terms of this Agreement shall not invalidate or otherwise terminate this Agreement.

Section 9. Modification. This Agreement may be modified at any time, but only by a new or addendum interlocal agreement duly signed by both parties.

Section 10. Termination-Rescission. This Agreement shall continue in force unless terminated with or without cause by either party by providing thirty (30) days written notice to the other party.

Section 11. Liability. The parties agree that nothing created or contained in this Agreement shall be construed, interpreted or inferred to establish any joint liability amongst or between one or more of the parties by the actions or omissions of its individual employees or

agents acting pursuant to the terms of this Agreement. In this regard, each party agrees that it shall be solely responsible and bear its own cost of defending any claim or litigation arising out of the acts or omissions of its employees or agents for actions or omissions in carrying out the terms and provisions of this Agreement. Finally, pursuant to Section 768.28, Florida Statutes each party agrees to indemnify, hold harmless and defend the other party against any claims or causes of action based upon the individual acts or omissions of its employees or agents.

Section 12. Notice. Any notice provided for herein, including the written notice referenced in Section 10 above, shall be provided by Certified Mail, Return Receipt Requested, to the other party's representatives listed below at the following addresses:

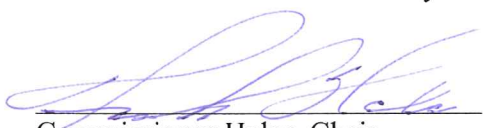
Director
Collier MPO
2885 South Horseshoe Drive
Naples, Florida 34104

Director
Lee County MPO
1926 Victoria Avenue
Fort Myers, Florida 33901-3414

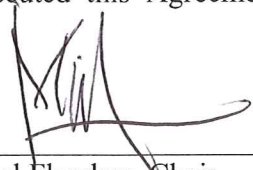
Notice shall be deemed received on the first business day following actual receipt of the notice. The parties will promptly notify the other in writing of any change to their respective addresses.

As required by Section 163.01(11), Florida Statutes, this Interlocal Agreement and all future amendments hereto shall be filed with the Clerks of the Circuit Courts of Collier and Lee Counties, Florida.

IN WITNESS WHEREOF, the parties herein have executed this Agreement by their duly authorized officials as of the day and year written below.



Commissioner Halas, Chair
Collier MPO
March 20, 2009



Michael Flanders, Chair
Lee County MPO
March 20, 2009

Approved as to form and legal sufficiency:



Scott R. Teach, Asst Collier County Attorney



Jed Schneck, Lee County MPO Attorney

EXECUTIVE SUMMARY**Approve New Board Meeting Start Time**

OBJECTIVE: For the Board to consider approving a new meeting start time.

CONSIDERATIONS: The MPO Director is seeking the Board's consideration and possible approval of moving the Board meeting start time to 9:30 a.m. to make it easier for members and attendees who travel long distances.

COMMITTEE RECOMMENDATIONS: N/A

STAFF RECOMMENDATION: N/A

Prepared By: Anne McLaughlin, MPO Director

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 10.F**Doc ID:** 21243**Item Summary:** Approve New Board Meeting Start Time**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 12:47 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 12:47 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 1:06 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 1:50 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM

EXECUTIVE SUMMARY

Approve Amendment 4 to FY 20/21-21/22 Unified Planning Work Program

OBJECTIVE: For the Board to approve the amendment to the Fiscal Year (FY) 20/21-21/22 Unified Planning Work Program (UPWP).

CONSIDERATIONS: The UPWP provides a planning work program that identifies and describes the MPO's budget for activities, studies and technical support expected to be undertaken in the metropolitan area on behalf of the MPO Board. It also lists the funding source(s) for each planning task and specifies whether the task will be conducted by MPO staff, consultants or county agencies.

At the time the UPWP was written, the Transit Development Plan was not completed and a planning study had not been identified for 5305 funding. The study has now been identified (Regional Fares/Services) and must be included in the UPWP to be eligible for funding.

In addition, other changes made include:

- Reallocated funding from copying expenses in Task 1 to cell phone expenses in Task 1.
- Reallocated funding from Data Collection/Development - Consultant Services.
- Added funding to Task 3 (TIP) - Personnel services.
- Added task to begin scope development for 2050 Long Range Transportation Plan.
- Reallocated funding from Task 4 (Long Range Planning) - Personnel Services.
- Reallocated funding from Task 7 (Regional Coordination) - Personnel Services.
- Included updated Appendix E (FFY21 5305 Application and Grant Forms)
- Updated summary tables.

The revisions to the budget are shown in the table below:

2021/2022

Task #	Task Description	FHWA (PL)	FHWA (SU)	FTA (5305)	Transportation Disadvantaged	UPWP Amendment	Funding After Amendment
1	Administration	\$ 350,200					\$ 350,200
2	Data Collection/Development	\$ 25,000				\$ (14,000)	\$ 11,000
3	Transportation Improvement Program	\$ 20,000				\$ 20,000	\$ 40,000
4	Long Range Planning	\$ 76,373	\$ 24,615			\$ (5,000)	\$ 95,988
5	Special Projects and Systems Planning	\$ 112,285					\$ 112,285
6	Transit and Transportation Disadvantaged	\$ -		\$ 124,715			\$ 124,715
6	Transit and Transportation Disadvantaged (TD)				\$ 27,906		\$ 27,906
7	Regional Coordination	\$ 21,000				\$ (1,000)	\$ 20,000
8	Locally Funded Activities	\$ -					\$ -
Total fiscal year 2021/22 funds for all tasks		\$ 604,858	\$ 24,615	\$ 124,715	\$ 27,906	\$ -	\$ 782,094

The proposed changes are included in ~~strike through~~/underline format as Attachment 1. A clean version of the document is provided in Attachment 2. Pursuant to the MPO's Public Involvement Plan, the UPWP Amendment was distributed for review and comment via e-mail and was announced on the MPO's website. The public comment period began on January 14th and ends on February 11th. No public comments have been received.

COMMITTEE RECOMMENDATIONS: The Citizens and Technical Advisory Committees endorsed the amendment at their January 24th meetings.

STAFF RECOMMENDATION: That the Board approve the amendment to the FY 20/21-21/22 UPWP and the authorizing resolution.

Prepared By: Brandy Otero, Principal Planner

ATTACHMENT(S)

1. Draft Amendment to FY 20/21-21/22 UPWP - track changes (PDF)
2. Draft Amendment to FY 20/21-21/22 UPWP - clean version (PDF)
3. Resolution 2022-02 (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 10.G**Doc ID:** 21244**Item Summary:** Approve Amendment 4 to FY 20/21-21/22 Unified Planning Work Program**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 12:53 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 12:53 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 1:05 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 1:50 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM



**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

Councilwoman Elaine Middelstaedt, MPO Chair

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Naples, FL 34104
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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 #G1M49

Federal Transit Administration (FTA) Section 5305(d) Funds
Financial Management (FM) - # 410113 1 14
Contract # GO581
Contract # G1619
Contract #G1J00
Contract #G1V40

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 Amendment 3 - 9/10/21
Amendment 2 - 3/12/21 Amendment 4 - 2/11/22

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COST ANALYSIS CERTIFICATION



525-010-06
POLICY PLANNING
02/19

Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.
SECRETARY

Cost Analysis Certification

Collier MPO

Unified Planning Work Program - FY FY21-FY22

Adopted 6/12/2020

Revision Number: Revision 2

I hereby certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable, and necessary, as required by [Section 216.3475, F.S.](#). Documentation is on file evidencing the methodology used and the conclusions reached.

Name: Victoria G Peters

Liaison: District One
Title and District

DocuSigned by:

Victoria Peters

3/23/2021 | 5:36 PM EDT

BBDEB55A969A46A

10/23/2020

Signature

www.fdot.gov

INTRODUCTION

DEFINITION OF THE UPWP

The Unified Planning Work Program (UPWP) for the Collier Metropolitan Planning Area documents transportation planning and transportation planning related activities for the two year period starting July 1, 2020 (FY 2020/21-2021/22). The UPWP is the basis for allocating federal, state and local funds for transportation planning purposes in the Collier Metropolitan Planning area. At a minimum, a UPWP includes a description of the work and resulting products, indicates who will perform the work, provides timeframes and deadlines for completing the work, includes the cost of the work and the source(s) of funds.

This Work Program is consistent with all federal and state requirements. All products and planning concepts and factors follow Federal and State guidelines. The Collier MPO complies with Title VI of the Civil Rights Act of 1964. Title VI prohibits discrimination on the basis of race, color, national origin, age, disability, religion or sex.

The objective of the Collier MPO is to provide for a Continuing, Comprehensive, and Cooperative approach to the planning process. The MPO performs a variety of tasks utilizing funds under Titles 23 and 49, and Title 49 Chapter 53, U.S.C. Those tasks include annual development of the Transportation Improvement Program (TIP); continually improving the Congestion Management Process; regular updates to the Transit Development Plan (TDP) and Transportation Disadvantaged Service Plan (TDSP); support of Bicycle and Pedestrian Planning activities; preparation of updates to the Long Range Transportation Plan; periodically updating the Public Involvement Plan (PIP), expanding public outreach activities and implementing strategies to address environmental justice issues; and supporting FDOT District One and Collier County planning activities with emphasis on improving traffic modeling and Geographic Information Systems (GIS) capabilities. All eligible expenses will be reimbursed on an actual cost basis and therefore an indirect rate will not be utilized.

OVERVIEW AND STATUS OF CURRENT PLANNING ACTIVITIES

Long Range Transportation Plan

The Long Range Transportation Plan (LRTP) is a critical tool in the MPO process. It is composed of a Needs Assessment, a Cost Feasible Plan, and several multi-modal transportation components. It is the primary document in which multi-modal components (such as pathways, transit and other projects), land use data and projected revenues are integrated in the long range planning process. The 2040 LRTP was adopted in December 2015. Three amendments to the plan were completed.

The 2045 LRTP started in 2019 and will continue through 2020. Adoption is due in December 2020. The development of the 2045 LRTP includes coordination with member agencies and the Florida Department of Transportation. The MPO has transmitted data for the 2015 Existing + Committed network and the 2015 and 2045 Socio Economic Data to FDOT for use in constructing the Districtwide Travel Demand Model. Next steps include public involvement, financial revenue projections, coordination and development of Needs Plan projects, project cost estimates development, a cost feasible plan, development of operations

INTRODUCTION (cont.)

and maintenance costs, and a review of other plans and programs which will result in a multi-modal, long-range blueprint for the community's policy makers.

Congestion Management Process (CMP)

An operational CMS was originally adopted in 1997 and was updated in 2006. The CMS was developed to reduce congestion, not by adding travel lanes to existing highways, but by such initiatives as improving traffic signal timing, improving intersections (adding/lengthening turn lanes, etc.), and modifying medians. In 2008, the MPO updated the CMS and renamed it the Congestion Management Process (CMP). The CMP was updated again in 2017. The latest update brought the document current with the 2040 LRTP and with new federal legislation which requires performance-based and data driven planning. The updated CMP adopted performance measures and required project sponsors to establish baseline measures and report on the results to the Congestion Management Committee and the MPO Board.

The CMP also recognized the need for a more extensive data analysis. This led to the recommendation to fund a biennial Transportation System Performance Report (TSPR), which is intended to identify projects and priorities going forward. The first TSPR is currently underway and is expected to be completed in June 2020. The results will help prioritize projects for Congestion Management funding and the LRTP.

Transit Planning

A major Transit Development Plan (TDP) update is being developed and is expected to be completed in September 2020. The results of the TDP update will guide the transit element of the 2045 LRTP. The Public Transit and Neighborhood Enhancement (PTNE) Department in coordination with the Collier MPO completes Annual Progress Reports to the TDP in-house.

A Park and Ride study is currently underway. This study is expected to be completed in October 2020 and will help shape the transit element of the 2045 LRTP.

A Transit Impact Analysis is being conducted to help understand the demand placed on the community's transit network by development. This study is expected to be completed by August 2020.

The last Transportation Disadvantaged Service Plan (TDSP) major update was completed in 2018. The Collier MPO serves as the designated official planning agency and performs Transportation Disadvantaged Planning activities. Two annual updates of the TDSP will be completed in house in 2021 and 2022.

Local Road Safety Plan

This plan was funded through the Congestion Management priority process and is intended to be a data driven, 5-year safety plan that will guide the MPO in identifying implementation efforts that support FDOT's "Vision Zero". The LRSP will be guided by the FDOT Strategic Highway Safety Plan (SHSP) and will relate to Federal Highway's proven safety countermeasures and national vision zero strategies. The study will be managed by the MPO and completed by a consultant. It is expected to be completed in November 2020.

CURRENT LOCAL AND REGIONAL PLANNING PRIORITIES

FY 2020/21 and FY 2021/22 UPWP Transportation Planning Priorities

Completing the 2045 LRTP continues to be a major focus for the upcoming fiscal years of 2020/21 and 2021/22, along with the many technical plans and studies that are underway that support the development of the LRTP. This is particularly appropriate given the substantial amount of population growth projected for Collier County. Initially, the MPO's public involvement activities will also be highly focused on the development of the LRTP and related technical plans. Following the adoption of the LRTP in December 2020, the focus will begin the shift towards implementation, monitoring and reporting on performance measures and increasing public awareness of modal options and services and, most importantly, of traffic laws and public safety.

Regional Transportation Planning Activities

The Lee County and Collier MPOs meet annually to discuss regional issues and projects which may have a joint impact on the area. The Collier MPO participates in the Lee MPO's Technical Advisory Committee (TAC) and the Lee MPO participates in the Collier TAC. The MPOs will continue to work together to endorse and adopt regional priorities for enhancements, TRIP, highway and transit projects.

In addition, the Collier MPO participates in meetings of the Coordinated Urban Transportation Systems (CUTS), the Metropolitan Planning Organization Advisory Council (MPOAC), and in district and state-wide meetings with FDOT.

AIR QUALITY PLANNING ACTIVITIES

The Collier MPO is in an air quality attainment area and does not anticipate completing any non-attainment planning activities at this time; however, air quality of the area continues to be monitored and staff participates in training as needed.

SOFT MATCH

Section 120 of Title 23, U.S.C, permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the federal share to be increased up to 100% to the extent credits are available. The "soft match" amount being utilized to match the FHWA funding in this UPWP is 18.07% of FHWA program funds for a total of \$180,209 in FY 2020/21 and \$133,404 in FY 2021/22 for a total of \$313,613. The "soft match" amount being utilized to match 5305(d) funding in this UPWP is 20% of FTA funds for a total of \$32,007 in FY 2020/21 and \$31,179 in FY 2021/22 for a total of \$63,186.

FDOT District One Planning Activities

Florida Department of Transportation- District One District Wide Planning activities for FY20/21-FY21/22) include the following:

- GIS Application Development and System Maintenance
- Systems Planning and Reviews
- Interchange Reviews
- Travel Demand Model Development
- ETDM/Community Impact Assessment
- Statistics
- Federal Functional Classification
- Traffic Counts Program
- Modal Development Technical Support
- Transportation Alternatives Program Development
- Commuter Services
- State Highway System Corridor Studies
- Growth Management Impact Reviews
- Complete Streets Studies
- Promoting and coordinating Safety for all modes of transportation, including bicycle and pedestrian

As part of the 3 “C” planning process, District staff coordinate planning activities with the MPO. MPO Board and Advisory Committee members are notified of project meetings within the MPO area. FDOT staff presents status reports to solicit feedback on planning activities and to ensure that District planning studies and MPO planning activities are coordinated.

PUBLIC INVOLVEMENT PROCESS

The development of the UPWP has been subject to public review and comment and is consistent with the Collier MPO’s adopted Public Participation Plan (PPP). The draft is sent to the TAC and CAC for review, announced on the Collier MPO website and sent to interested parties via email to the MPO’s listserv on the date the TAC/CAC agenda packets are posted and distributed.

MPO staff responds in writing to input received from the public and all comments received from the public, advisory committee members and Board members are memorialized and addressed in this document. All comments received, including from FHWA, FTA, and FDOT have been addressed and incorporated into Appendix D of the final document.

A draft of this UPWP was endorsed by the Citizens and Technical Advisory Committees on February 24, 2020 and approved by the MPO Board on March 13, 2020. The final document was sent via email to the Citizens and Technical Advisory Committee members on April 20, 2020 for review and comment and received final approval by the Collier MPO Chair on May 8, 2020. The final document will be ratified by the MPO Board at the June MPO Board meeting.

FEDERAL AND STATE PLANNING EMPHASIS AREAS

STATE PLANNING EMPHASIS AREAS – 2020

The Florida Department of Transportation Office of Policy Planning develops Planning Emphasis Areas on a two-year cycle in coordination with the development of Metropolitan Planning Organizations' respective unified planning work programs. Emphasis areas set planning priorities, support the Florida Transportation Plan, and give importance to topic areas which MPOs are encouraged to address as they develop their planning programs. Implementation of the seven goals of the Florida Transportation Plan requires embracing innovation; extensive collaboration across jurisdictions, modes and disciplines; an emphasis on customer service; data and performance feedback; and strategic investments for the efficient and effective allocation of resources.

The Collier MPO has considered the four topics shown below and included them in studies identified in this UPWP.

Safety

Safety has been a federal planning priority over numerous iterations of the transportation legislation. As stated within the FAST Act planning factors, metropolitan areas should "increase safety for motorized and non-motorized users." The state of Florida has expanded on this concept further by becoming a Vision Zero area, with a stated goal within the Florida Transportation Plan of zero fatalities across the state's transportation system. FDOT adopted their Strategic Highway Safety Plan in 2016, which provides more information about how the state intends to address transportation safety in the coming years.

Since the MPOs are being asked to report on and monitor their progress against their adopted safety performance measures, MPOs need to account in their UPWP for the effort necessary to satisfy these federal requirements. Additionally, MPOs are encouraged to consider how to expand upon the level of analysis and reporting required by the performance measurement process to further study their unique safety challenges. This approach may include the identification of safety needs in the MPO's LRTP or TIP, stand-alone safety studies for areas or corridors, or safety considerations within modal planning elements.

System Connectivity

Connectivity is a concept that is emphasized both at the federal and state levels. Within the FAST Act, one of the ten planning factors states, "enhance the integration and connectivity of the transportation system, across and between modes, for people and freight." Within the Florida Transportation Plan, system connectivity is addressed within four different goals.

- Make our economy more competitive
- Increase opportunities for access to transit and other modes
- Provide a more efficient and mobile transportation system
- Meet the needs of a growing and changing population

A connected system is often more cost-effective and better able to address natural and manmade constraints.

For MPOs, system connectivity should be considered within several contexts. First, MPOs should emphasize connectivity within their boundaries to serve the unique needs of their urban and non-urban jurisdictions. This requires coordination with member jurisdictions to identify their connectivity needs while also understanding how current and future land uses impact or can help augment connectivity. Second, MPOs should consider connectivity beyond their boundaries and emphasize continuity on those facilities that link their MPO to other metropolitan and non-urban or rural areas. Third, connectivity for MPOs should include multimodal linkages that are supportive of both passengers and freight. A connected network supports users traveling by a variety of modes, including first and last mile linkages.

Resilience

With the passage of the FAST Act, resilience was introduced as a federal planning factor: “Improve the resilience and reliability of the transportation system and mitigate stormwater impacts of surface transportation.” Resilience is defined as the ability to adapt to changing conditions and prepare for, withstand, and recover from disruption. These conditions can encompass a wide variety of environmental, technological, economic, or social impacts.

MPOs can address resilience within their planning processes by leveraging tools such as the FHWA Resilience and Transportation Planning guide and the FDOT Quick Guide: Incorporating Resilience in the MPO LRTP. It should be noted that while these documents focus primarily on the development of MPO LRTPs and TIPs, addressing resilience should be a consideration within every planning document prepared by an MPO. MPOs should place a particular emphasis on coordination with agency partners responsible for natural disaster risk reduction, or who may be developing local resilience planning initiatives. Additionally, MPOs should consider the additional costs associated with reducing vulnerability of the existing transportation infrastructure. Proactive resiliency planning will help the MPO develop planning documents that are ultimately more realistic and cost-effective.

ACES (Automated/Connected/Electric/Shared-use) Vehicles

According to the Federal Highway Administration, “Transportation is in the midst of disruptive change from new technologies (automated and connected vehicles); new institutions (shared mobility firms); and changing attitudes (reduced car ownership). Across the nation, transportation planners are under pressure to develop performance-oriented policies, plans, and investment decisions that consider an increasingly complex transportation landscape. In the process, planners need to consider, but cannot yet reliably predict, the potential impact of disruptive and transformational Connected Vehicle (CV) and Automated Vehicle (AV) technologies on safety, vehicle ownership, road capacity, VMT, land-use, roadway design, future investment demands, and economic development, among others. While some forms of CV and AV are already being deployed across the United States, significant unknowns exist regarding the rate of technology adoption, which types of technologies will prevail in the marketplace, the interaction between CV/AV vehicles and various forms of shared mobility services, and the impacts of interim and widespread levels of CV/AV usage.”

Adopting and supporting innovative technologies and business practices supports all seven goals of the Florida Transportation Plan and the federal planning factors found in the FAST Act. ACES may lead to great improvements in safety, transportation choices, and quality of life for Floridians, our visitors, and the Florida economy. Though there is a great deal of speculation and uncertainty of the potential impacts these technologies will have, MPOs need to determine how best to address the challenges and opportunities presented to them by ACES vehicles.

Federal Planning Factors

In December 2015, the Fixing America's Surface Transportation (FAST) Act was signed into law. The FAST act identified the following ten planning factors which have been incorporated into the MPO Planning Process and this UPWP:

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; and,
10. Emphasize the preservation of the existing transportation system

In addition to the planning factors noted above, MAP-21 required that State DOTs and MPOs conduct performance-based planning by tracking performance measures and setting data-driven targets to improve those measures. Performance-based planning ensures the most efficient investment of federal transportation funds by increasing accountability, transparency, and providing for better investment decisions that focus on key outcomes related to seven national goals which include:

- Improving Safety;
- Maintaining Infrastructure Condition;
- Reducing Traffic Congestion;
- Improving the Efficiency of the System and Freight Movement;
- Protecting the Environment; and,
- Reducing Delays in Project Delivery.

The FAST Act supplemented the MAP-21 legislation by establishing timelines for State DOTs and MPOs to comply with the requirements of MAP-21. State DOTs are required to establish statewide targets and MPOs have the option to support the statewide targets or adopt their own. The Collier MPO has chosen to support the statewide targets. The transition to performance-based planning is ongoing and has been addressed within the tasks identified in this UPWP, specifically within the LRTP, the TIP, and the TSPR. The Collier MPO intends to coordinate with FDOT and member agencies to fully comply with the performance-based planning requirements.

ORGANIZATION AND MANAGEMENT OF THE METROPOLITAN PLANNING ORGANIZATION

IDENTIFICATION OF MPO PARTICIPANTS

The Collier MPO is the primary agency responsible for transportation planning in Collier County. The MPO Board consists of nine voting members, representing the county government and three local municipalities, and one non-voting representative from the FDOT. The MPO is a legislative body with the power to develop and adopt plans, and to set priorities for the programming of improvements to the transportation system. The MPO membership includes the following:

COLLIER COUNTY

Commissioner Rick LoCastro, District 1
Commissioner Andy Solis., District 2
Commissioner Burt Saunders, District 3
Commissioner Penny Taylor, District 4
Commissioner William L. McDaniel, Jr., District 5

CITY OF NAPLES

Councilman Mike McCabe
Councilman Paul Perry

CITY OF MARCO ISLAND

Councilman Greg Folley

CITY OF EVERGLADES CITY

Councilwoman Elaine Middelstaedt

FLORIDA DEPARTMENT OF TRANSPORTATION

L.K. Nandam, District Secretary, District One

The MPO Board is served by five advisory committees. The advisory committees are summarized as follows:

Technical Advisory Committee (TAC)

The MPO's TAC is composed of technically qualified representatives of agencies responsible for directing, developing and improving the transportation system within the Collier County Metropolitan Planning Area. Committee duties include the coordination of transportation planning and programming activities arising from the review of all transportation technical studies and reports submitted to them.

Citizens Advisory Committee (CAC)

The MPO's CAC is composed of thirteen (13) individuals representing a cross-section of the geographic community and special interests, such as minorities and persons with disabilities. They are recruited to represent the City of Naples, the City of Marco Island, the City of Everglades City and the County Commission Districts of the unincorporated areas of the county. The CAC provides the MPO Board and staff with the citizen's perspective on the multimodal transportation planning process. The CAC is the focal point of the MPO's public involvement process.

Bicycle & Pedestrian Advisory Committee (BPAC)

The MPO's BPAC is composed of eleven (11) at-large voting members representing a wide cross-section of Collier County residents and neighborhoods, bicycle and pedestrian safety professionals, Safe Routes to Schools organizations, transit riders, local bicycle and pedestrian advocacy groups, organizations that encourage active transportation from a community health perspective, and advocates for persons with disabilities and other transportation disadvantaged populations.

The committee is responsible for providing citizen input into the deliberations of bicycle and pedestrian related issues within the community and to advise the MPO on developing a Bicycle and Pedestrian Plan. The BPAC is also involved in recommending priorities for bicycle and pedestrian projects and program implementation.

Congestion Management Committee (CMC)

The CMC serves the MPO in an advisory capacity on technical matters relating to the update of the MPO's Congestion Management System and the coordination of the CMS with the regional ITS architecture. The committee is responsible for creating and amending the Congestion Management Process (CMP) and for prioritizing candidate CMS projects to be funded from the MPO's CMS boxed funds.

Local Coordinating Board for the Transportation Disadvantaged (LCB)

The LCB for the Transportation Disadvantaged (TD) has been appointed by the MPO to carry out the duties described in Rule 41-2, Florida Administrative Code, as an integral part of the TD planning and delivery service program.

The LCB is composed of representatives from various State and local agencies, as well as citizen representatives. A member of the MPO Board is appointed to serve as the LCB's Chairman.

OPERATIONAL PROCEDURES AND BYLAWS

The MPO operates under an adopted set of Bylaws. The MPO Executive Director reports directly to the MPO Board. The additional MPO staff members are Collier County employees pursuant to a staff services agreement. Administrative services are provided by Collier County under the rules and procedures of Collier County and the State of Florida. Annual audits of the MPO Program are performed as part of the single audit process under the direction of the Clerk of Courts Finance Department.

Official records of MPO business are maintained in the MPO Offices located in the Collier County Growth Management Division, 2885 South Horseshoe Drive, Naples, Florida 34104. All MPO records are available for public inspection during normal business hours.

The Collier MPO's operational procedures fully comply with the public records laws and the Sunshine Laws of the State of Florida.

EXECUTED AGREEMENTS

The MPO has various agreements in place with State and local governments and agencies that promote the "3-C" planning process. The following is a list of agreements currently in place:

- Amended and Restated Interlocal Agreement for the Creation of the Collier County MPO – FDOT, City of Naples, City of Marco Island, City of Everglades City, Collier County (2/26/15)
- Metropolitan Planning Organization Agreement – FDOT/MPO (7/1/20) – Agreement for planning funding.
- Staff Services Agreement – MPO/Collier County (5/28/19)
- Lease Agreement – MPO/Collier County (5/28/19)
- Interlocal Agreement – Lee and Collier MPO regional coordination (amended 3/20/09)
- Intergovernmental Coordination and Review (ICAR) and Public Transportation Coordination Joint Participation Agreement – FDOT/MPO/Collier County Airport Authority, Naples Airport Authority/ Southwest Florida Regional Planning Council (11/25/14)
- Public Transportation Joint Participation Agreement – FDOT/MPO (11/10/15)
- Public Transit Grant Agreement – FDOT/MPO (5/6/2019)

These agreements are currently under review and will be updated as appropriate. Current executed agreements can be accessed by visiting the Collier MPO website at <https://www.colliermopo.org/mpo-agreements-resolutions/>.

CERTIFICATIONS AND ASSURANCES

All required certifications and assurances are included in this document in Appendix C.

STATE/FEDERAL PLANNING EMPHASIS AREA MATRIX

The FY 2020/21-2021/22 Federal Planning Factors and FDOT's Planning Emphasis Areas matrix is included in this document in the tables section of this document on page 47.

UPWP TASK OVERVIEW

The FY 2020/21-2021/22 UPWP covers the fiscal years starting July 1, 2020 and ending June 30, 2022. The specific planning activities to be undertaken over the next two years by MPO staff are organized into eight tasks, each of which includes individual activities. A brief overview of each of these tasks is provided below:

1. Administration

Administrative tasks provide for the primary management of MPO activities, including but not limited to, staff time to organize and conduct MPO Board and advisory committee meetings, public involvement efforts, and to participate in intergovernmental activities. In addition, this section includes all necessary expenditures to maintain operations, capital expenditures, Federal and State compliance documentation and all fiscally related tasks such as audits, progress reporting, maintenance of financial records, and the preparation of annual administrative reports, such as the UPWP, are also included.

2. Data Collection / Development

Task activities in this section includes those needed to monitor and analyze travel behavior and factors affecting travel, such as socio-economic, land use, environmental, air quality, safety, security and freight and transportation system data. Evaluation of the data collected in this section is used for both long and short range planning for the transportation system.

3. Transportation Improvement Program Maintenance and Development

This task annually provides for the development of the TIP, a five-year program of transportation improvements. The TIP will be developed in cooperation with FDOT and the local governments. Transportation projects will be drawn from the currently adopted MPO Long Range Transportation Plan to ensure the program's consistency relative to priorities and financial constraints. The prioritization methodology for each State and Federal funding project category will be detailed in the introduction of each pertinent section of the TIP. Regionally significant projects, regardless of funding source, are also included in the Transportation Improvement Program. The TIP also includes a list of multi-modal unfunded State, county and municipal projects that have been prioritized by the MPO Board.

Task activities in this section include establishing project priorities, annually updating the TIP and reviewing transportation plans and reports for use in many other UPWP sections and tasks, including short range planning, the Long Range Transportation Plan (LRTP), Transit Planning, and project planning.

4. Long Range Planning

Updates and amendments to the LRTP include multi-modal aspects of transportation planning such as highway planning, transit planning, reviewing enhancement priorities, bicycle/pedestrian programming, and congestion monitoring of the Systems Planning area. This section is intended

UPWP TASK OVERVIEW (cont.)

to work with the other sections of the UPWP in the development, review, amending and updating of the Long Range Transportation Plan.

5. **Special Projects and Systems Planning**

This task includes various recurring and non-recurring planning projects, including bicycle and pedestrian planning support and congestion management planning. Bicycle and Pedestrian planning and support are conducted in order to provide a balanced transportation system to ensure that non-motorized travel options are safe, convenient and offer recreational opportunities. As part of the Congestion Management Process, a recurring Transportation System Performance Report will be completed in the second year of the UPWP.

6. **Transit & Transportation Disadvantaged Planning**

The UPWP addresses the continuing efforts of the Transit Program and Transportation Disadvantaged (TD) Program. Transit support is provided in order to develop the LRTP, TIP and other plans, programs and technical studies relating to public transportation. In addition, planning services are provided to ensure a coordinated Transportation Disadvantaged (TD) Program in Collier County.

7. **Regional Coordination**

This task provides for the creation of a region-wide multimodal transportation planning process in accordance with Federal and State guidelines to ensure the coordination of transportation planning and policy activities in FDOT District One. This includes travel expenditures, room rental, and any other necessary costs for regional planning.

8. **Locally Funded Activities**

This task allows staff to complete requests to prepare resolutions and policy position statements which are not eligible for grant reimbursement. In addition, travel expenses that are not eligible for grant reimbursement will be funded from this task.

TASK 1 ADMINISTRATION

PURPOSE:

To conduct activities (including staff travel and capital expenses) including the development and maintenance of administrative reports and grants contract administration. This task also includes all public involvement activities and administrative support for MPO planning and programs in general, including assistance to Federal, State and local agency staff, as needed. It provides for the administration of the area-wide multimodal transportation planning process in accordance with Federal and State requirements, and for the technical management over each project included in the UPWP.

PREVIOUS WORK:

- Ongoing administrative activities
- Staff support for MPO Board and Committee meetings
- Develop and Update the UPWP
- Update Staff Services Agreement and Lease Agreement
- Public Involvement activities in compliance with the Public Participation Plan
- Procurement Activities
- Quarterly invoicing request
- Monthly invoicing activities
- Update to Public Participation Plan in 2019 and 2020
- Re-designed MPO website
- Strategic Plan and Annual Report

REQUIRED ACTIVITIES:

Activity	Deliverable(s)	Target Date
Administer MPO Governing Board and Advisory Committee meetings.	Agendas, minutes, presentations	Ongoing
Prepare and adopt the two-year UPWP; process modifications and amendments; submit progress reports and invoices	FY 23-24 Adopted UPWP; Progress reports; Invoices	May 2022 Quarterly
Monitor and update the annual Strategic Plan and Annual Report.	Strategic Plan and Annual Report	December - Annually
Provide training for MPO staff and MPO Governing Board members at conferences, workshops, etc. Attend business meetings as required.	Enhanced knowledge of MPO staff and Board members which will assist the MPO planning process; Completed travel forms	As needed
Perform grant and financial tasks including preparing grant agreements, grant compliance tasks, grant reimbursements, timekeeping, inventory, contract management, invoice payment.	Agreements, FDOT audit, payment of invoices	Ongoing

Activity	Deliverable(s)	Target Date
Participate in joint FDOT/MPO annual certification reviews.	Responses to certification questions	March - Annually
Participate in the 2020 Federal Certification review.	Certification	December 2020
Procure services, supplies, and equipment (including computers, iPads, and software purchase and licensing) (RFP's, purchase orders, contracts, etc.). This may include the lease of necessary office equipment (printers, copiers, etc.)	Executed Contracts, work orders, and purchase orders	As needed
Review and maintain existing agreements, by-laws, and COOP. Modify as necessary to stay in compliance with federal/state rules and laws.	Agreements	As needed
Maintain the Public Participation Plan (PPP) and update as necessary. Conduct all activities to maintain compliance with plan including to maintain and update website, legal ads, press releases, etc.	PPP, legal ads, press releases	Ongoing
Public Service Announcement (PSA) or other Safety Campaign. This will be in addition to the MPO's Public Participation Process and will require consultant/ marketing services.	Safety video or material	December 2021
Monitor progress towards goals, including Disadvantaged Business Enterprise (DBE) goals and ensure compliance with DBE policy.	DBE Reports	Annually

RESPONSIBLE AGENCY: Collier MPO, Consultant Services

Task 1 - Financial Tables

Task 1 - Administration								
Estimated Budget Detail for FY 2020/21								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries, fringe benefits, and other deductions	\$294,888	\$0	\$0	\$0	\$0	\$0	\$294,888
	Subtotal:	\$294,888	\$0	\$0	\$0	\$0	\$0	\$294,888
B. Consultant Services								
	Website maintenance, hosting fees, transcriptionist, etc.	\$38,000	\$0	\$0	\$0	\$0	\$0	\$38,000
	PSA or Safety Campaign	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
	Subtotal:	\$48,000	\$0	\$0	\$0	\$0	\$0	\$48,000
C. Travel								
	Travel and Professional Development	\$4,000	\$0	\$0	\$0	\$0	\$0	\$4,000
	Subtotal:	\$4,000	\$0	\$0	\$0	\$0	\$0	\$4,000
D. Other Direct Expenses								
	Building or room Rental/lease	\$14,000	\$0	\$0	\$0	\$0	\$0	\$14,000
	Insurance	\$4,000	\$0	\$0	\$0	\$0	\$0	\$4,000
	Cellular Telephone Access and expenses	\$1,200	\$0	\$0	\$0	\$0	\$0	\$1,200
	General Copying Expenses, equipment lease, printing charges, computer purchase, software purchase, repairs and maintenance	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
	General Office Supplies	\$3,000	\$0	\$0	\$0	\$0	\$0	\$3,000
	Legal Advertising	\$2,000	\$0	\$0	\$0	\$0	\$0	\$2,000
	Motor Pool Rental and Car Maintenance /expenses	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
	Postage, business reply permit, freight expenses, etc.	\$1,200	\$0	\$0	\$0	\$0	\$0	\$1,200
	Telephone Access, expenses and system maintenance	\$500	\$0	\$0	\$0	\$0	\$0	\$500
	Subtotal:	\$40,900	\$0	\$0	\$0	\$0	\$0	\$40,900
	Total:	\$387,788	\$0	\$0	\$0	\$0	\$0	\$387,788

Task 1 - Administration							
Estimated Budget Detail for FY 2021/22							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$305,000	\$0	\$0	\$0	\$0	\$0	\$305,000
Subtotal:	\$305,000	\$0	\$0	\$0	\$0	\$0	\$305,000
B. Consultant Services							
Website maintenance, hosting fees, transcriptionist, etc.	\$2,000	\$0	\$0	\$0	\$0	\$0	\$2,000
Subtotal:	\$2,000	\$0	\$0	\$0	\$0	\$0	\$2,000
C. Travel							
Travel and Professional Development	\$1,000	\$0	\$0	\$0	\$0	\$0	\$1,000
Subtotal:	\$1,000	\$0	\$0	\$0	\$0	\$0	\$1,000
D. Other Direct Expenses							
Building or room Rental/lease	\$14,000	\$0	\$0	\$0	\$0	\$0	\$14,000
Insurance	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000
Cellular Telephone Access and expenses	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,500
General Copying Expenses, equipment lease, software purchase, printing charges, repairs and maintenance	\$9,000	\$0	\$0	\$0	\$0	\$0	\$9,000
General Office Supplies	\$3,000	\$0	\$0	\$0	\$0	\$0	\$3,000
Legal Advertising	\$2,000	\$0	\$0	\$0	\$0	\$0	\$2,000
Motor Pool Rental and Car Maintenance /expenses	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
Postage, business reply permit, freight expenses, etc.	\$1,200	\$0	\$0	\$0	\$0	\$0	\$1,200
Telephone Access, expenses and system maintenance	\$500	\$0	\$0	\$0	\$0	\$0	\$500
Subtotal:	\$42,200	\$0	\$0	\$0	\$0	\$0	\$42,200
Total:	\$350,200	\$0	\$0	\$0	\$0	\$0	\$350,200

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TASK 2 DATA COLLECTION / DEVELOPMENT

PURPOSE:

Develop and monitor the multimodal transportation system to preserve capacity, maximize personal mobility and freight movement, ensure user safety and system security, and maintain the transportation system's integrity. Evaluate the system's operating efficiency and conditions to assess current needs, validate the long-range transportation planning model by looking at shorter range tasks, project future travel demand, and identify future improvements. Coordination with local agencies, jurisdictions and municipalities when reviewing and updating the forecasts and plans is essential. Update GIS database to address current conditions related, but not limited to: functional classification; roadway network for District One Regional Transportation Demand Model purposes; bicycle & pedestrian facilities inventory; and prepare various overlays for analytical purposes. Coordinate with Collier County staff on use of the County's Interactive Growth Model (CIGM) in analyzing amendments and updates to the Long Range Transportation Plan.

PREVIOUS WORK:

- Developed LRTP map in GIS depicting the land use "vision" including regional transit routes and regional nonmotorized transportation corridors.
- Developed several GIS maps for bike/pedestrian planning activities.
- Updated socio-economic data for amendment to 2040 LRTP.
- Updated socio-economic data and TAZ structures for the 2045 LRTP Update.

REQUIRED ACTIVITIES:

Activity	Deliverable(s)	Target Date
Update TAZs and socioeconomic data through development of 2045 LRTP	Completed data files transmitted to FDOT	March 2021
Consultant services will be required to update the 2045 LRTP Travel Model. Model development is a collaborative process between the MPO and FDOT. Final model documentation must be transmitted to FDOT upon completion and adoption of the LRTP.	Completed data files transmitted to FDOT	March 2021
Coordinate with the County staff on updates to the County Interactive Growth Model (CIGM) so that both entities (County and MPO) are using the most current and accurate TAZ structure and socioeconomic data available	Upon completion and adoption of 2045 LRTP, shared use of updated CIGM TAZ structure and socioeconomic data; followed by periodic updates as needed, prompted either by MPO or County staff analysis, changes in BCC policies, etc.	March 2021 and as needed thereafter

Activity	Deliverable(s)	Target Date
Coordinate with County staff on the County's Crash Data Management System (CDMS) so that both entities (County and MPO) are using the most current and accurate crash data available	Updated CDMS upon completion and adoption of Transportation System Performance Report and Action Plan; periodic updates as needed, prompted either by MPO or County staff analysis,	March 2021 and as needed thereafter
Perform data collection and analysis to implement Transportation System Performance Report, for example - collect traffic counts of turning movements at congested intersections, analyze and report on LOS	data collection, database development and management, analysis, reports and presentations, maps and other graphics	June 2022 and as needed thereafter
Review and provide travel demand model information such as Annual Average Daily Traffic (AADT) and volume-to-capacity ratios for planning documents, other agency and citizen's requests	responses to questions from planning partners, citizen's including reports, maps, graphics	As needed
Prepare and maintain GIS files, prepare and maintain maps	responses to questions from planning partners, citizen's including reports, maps, graphics	As needed
Participate in 2020 US Census as needed; review preliminary data releases and reports	Briefings for advisory committees, MPO Board and postings to website for general public information	As needed
Coordinate with County and Municipalities to review and comment on Local policy issues, such as Land Development Code and Growth Management Plan regulations as it relates to the Long Range Transportation Plan.	Responses to request for comments	As needed
Continue coordination with jurisdictions, agencies and municipalities within Collier County and adjacent to Collier County on community master plans, transportation system plans, multi-modal mobility plans, Local Road Safety Plan etc. and the data used to update and maintain such information.	Response to comments as requested	As needed

RESPONSIBLE AGENCY: Collier MPO, Consultant Services

Task 2 - Financial Tables

Task 2 – DATA COLLECTION/DEVELOPMENT Estimated Budget Detail for FY 2020/21							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Subtotal:	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
B. Consultant Services							
Contract/Consultant Services	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Subtotal	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Total:	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000

Task 2 – DATA COLLECTION/DEVELOPMENT Estimated Budget Detail for FY 2021/22							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Subtotal:	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
B. Consultant Services							
Contract/Consultant Services	\$1,000	\$0	\$0	\$0	\$0	\$0	\$1,000
Subtotal	\$1,000	\$0	\$0	\$0	\$0	\$0	\$1,000
Total:	\$11,000	\$0	\$0	\$0	\$0	\$0	\$11,000

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TASK 3 TIP MONITORING AND DEVELOPMENT

PURPOSE:

Develop Multimodal Transportation Improvement Programs (TIP) for FY 2021/2022-2025/2026 and FY 2022/23-2026/27 that identify all Federal, State, and locally funded transportation improvements consistent with the requirements of Federal and State laws. Coordinate with FDOT and member agencies to address integration of MAP-21 and FAST Performance Management Measures in the TIP. This section also includes transportation system planning tasks related to contingency of operations and short-range transportation planning and programming.

PREVIOUS WORK:

- Coordinated with agencies and jurisdictions on transportation plans and programs.
- Annual preparation of TIP and TIP amendments.
- Annual list of project priorities for inclusion in the TIP.

REQUIRED ACTIVITIES

Activity	Deliverable(s)	Target Date
Develop annual project priorities identifying unfunded highway, transit, bicycle and pedestrian, planning and congestion management projects that are prioritized by the MPO. This activity includes review of applications and associated activities.	Submitted applications to FDOT	February – Annually
	Annual Project Priority Lists	June – Annually
Review FDOT Draft Tentative Work Program and Tentative Work Program for consistency with the LRTP and adopted priorities of the MPO Board	Review letter if necessary	Annually
Prepare and adopt the TIP. This includes coordinating all efforts with FDOT, local agencies, jurisdictions and the STIP.	Adopted TIP	June – 2021 June - 2022
Prepare and process any requested amendments. This includes reviewing amendments for consistency with the TIP and LRTP.	Transmitted amendment packages	As needed
Coordinate with FDOT and member agencies to address integration of FAST Performance Management Measures in performance based planning.	Transmitted adopted performance measures	Annually

RESPONSIBLE AGENCY: Collier MPO

Task 3 - Financial Tables

Task 3 - TIP							
Estimated Budget Detail for FY 2020/21							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Subtotal:	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Total:	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000

Task 3 - TIP							
Estimated Budget Detail for FY 2021/22							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
Subtotal:	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
Total:	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000

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TASK 4 LONG RANGE PLANNING

PURPOSE:

To finalize the update to the 2045 Long Range Transportation Plan and to continue to evaluate plans and programs for consistency with the 2040 Long Range Transportation Plan (LRTP) during development of the plan. FAST Act Performance measures will be integrated into the 2045 LRTP as required. This task will work in coordination with other tasks throughout the UPWP, including Administration, Data Collection/Development, and Transit and Transportation Disadvantaged.

PREVIOUS WORK:

- Amendment to the 2040 LRTP which reallocated socio-economic data, added a project to the needs network and reallocated funding to projects on the cost feasible plan.
- Public Involvement Plan for the 2045 LRTP.
- Prepared and advertised the first survey for the 2045 LRTP.
- 2045 Existing + Committed network data for Collier MPO area
- Updates socio-economic data and TAZ structures for the 2045 LRTP update
- Began drafting chapters of elements for inclusion in the 2045 LRTP, including ACES and resiliency.

REQUIRED TASKS:

Review projects and studies as needed for consistency with MPO plans.	Consistency letter	As needed
Continue to incorporate the Efficient Transportation Decision Making (ETDM) Process into the Long Range Multimodal transportation planning process. Continue to work with FDOT to review projects for the ETDM process as they relate to LRTP projects and priorities and to provide project specific comments as part of the ETDM process. Review purpose and needs statements for projects and provide comments.	Recommendations or comments	As needed
Attend meetings and participate on committees of FDOT District 1 Regional Transportation/Planning Model (RPM) Coordinating Committee, GIS Users Groups, Florida Standard Urban Transportation Model Structure	Working knowledge of the FSUTMS model which will help The MPO address requests for information related to the model; Attendance and participation at meetings/ Travel Forms	As needed

(FSUTMS) Users Groups, and others as needed. Participate in FSUTMS training.		
Continue to execute the Public Participation Plan for the 2045 LRTP	Public meetings, surveys, website postings, summary included in 2045 LRTP All feedback received through the public participation process will enhance the 2045 LRTP.	December 2020
Prepare revenue projections for the 2045 LRTP	Revenue Projections	December 2020
Incorporate Transportation Performance Measures into 2045 LRTP. Monitor and report on targets upon request by FDOT.	Appendix or element included in 2045 LRTP	December 2020 As needed
Develop alternatives for the 2045 Needs Plan	Adopted 2045 Needs Plan	September 2020
Develop alternatives for 2045 Cost Feasible Plan	Adopted 2045 Cost Feasible Plan	October 2020
Develop the draft and final 2045 LRTP	Draft 2045 LRTP Adopted 2045 LRTP	November 2020 December 2020
Participate in freight planning, including updates to the regional freight plan, participation in various freight committees, and coordination with freight stakeholder	Enhanced freight planning for the 2045 LRTP; Attendance at meetings, Agendas, Travel Forms	As needed
Participate in on-going studies related to climate change and vulnerability	Attendance at meetings/ Maps and graphics related to resiliency for the 2045 LRTP	As needed
Begin preliminary data collection efforts for 2050 LRTP <u>and prepare scope of services.</u>	Completed base year data submitted to FDOT; <u>Completed Scope of Services</u>	June 2022

RESPONSIBLE AGENCY: Collier MPO, Consultant Services

Task 4 - Long Range Planning Estimated Budget Detail for FY 2020/21							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5305	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
Subtotal:	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
B. Consultant Services							
2045 LRTP	\$20,000	\$120,000	\$0	\$0	\$0	\$0	\$140,000
Subtotal:	\$20,000	\$120,000	\$0	\$0	\$0	\$0	\$140,000
Total:	\$55,000	\$120,000	\$0	\$0	\$0	\$0	\$175,000

Task 4 - Financial Tables

Task 4 - Long Range Planning Estimated Budget Detail for FY 2021/22							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5305	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Subtotal:	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
B. Consultant Services							
2045 LRTP	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
2050 LRTP	\$36,373	\$24,615	\$0	\$0	\$0	\$0	\$60,988
Subtotal:	\$41,373	\$24,615	\$0	\$0	\$0	\$0	\$65,988
Total:	\$71,373	\$24,615	\$0	\$0	\$0	\$0	\$95,988

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TASK 5 SPECIAL PROJECTS AND SYSTEMS PLANNING

PURPOSE:

To complete various recurring and non-recurring planning projects. These projects will assist in providing a balanced, multimodal transportation system.

PREVIOUS WORK:

- Annual Work Program priorities for construction of new sidewalks, pathways and bike lanes.
- Served as liaison to FDOT to communicate the need for bicycle and pedestrian facilities on State roads.
- Began first Transportation System Performance Report. This report continues into this UPWP for completion and will become recurring every two years.
- Began Local Road Safety Plan, which will continue into this UPWP for completion.

REQUIRED TASKS:

Activity	Deliverable(s)	Target Date
Participate in special events that promote bicycle/pedestrian activities and safety education.	Attendance and participation, noted on progress reports, travel forms if outside of county	As needed
Participate in meetings/workshops related to bicycle/pedestrian initiatives, including those hosted by FDOT, FHWA, CTST, Naples Pathway Coalition, Blue Zones, Healthy Community Coalition of Collier County, and other agencies.	Regional cooperation and coordination; Enhanced knowledge of MPO staff and understanding of best practices Attendance and participation, noted on progress reports, travel forms if outside of county	Ongoing
Coordinate with FDOT and local governments to ensure that roadway expansion and retrofit projects work towards meeting the bicycle/pedestrian goals identified in the Bicycle and Pedestrian Master Plan.	Comments on projects	As needed
Attend and participate in workshops and seminars sponsored by FHWA, FDOT and other professional organizations as appropriate	Enhanced knowledge of MPO staff and understanding of best practices; Attendance and participation, noted on	As needed

Activity	Deliverable(s)	Target Date
	progress reports, travel forms if outside of county	
Maintain and update the Bicycle Pedestrian Master Plan	Bicycle Pedestrian Master Plan	As needed
Coordinate with Lee MPO to maintain the Non-Motorized element of the Regional Transportation Network	Regional Non-motorized Transportation Network	As needed
Analyze bike/ped facilities and crashes	Crash Data	As needed
Review Safe Routes to School Program applications and prepare letter of support	Support letter	As needed
Coordinate with MPO member governments and School District regarding data collection activities to quantify number of bicyclists and pedestrians at specific locations around Collier County.	Data collected	As needed
Maintain and update the Collier Bicycle/Pedestrian Facility Map	Bicycle/Pedestrian Map	As needed
Coordinate with FDOT and member agencies to address continued integration of Performance Management measures into Bicycle and Pedestrian Planning and Congestion Management Planning	Compliance with Federal Requirements	As Determined by FDOT
Review and update the Congestion Management Process	Congestion Management Process	June 2022
Complete first biennial Transportation System Performance Report	Completed TSPR	December 2020
Attend Lee TMOC and Collier/Lee/Charlotte TIM Team to the extent feasible	Attendance and Participation, noted on progress report	Ongoing
Attend and participate in technical meetings and workshops related to the CMC, CMP and congestion relief strategies	Attendance and Participation, noted on progress report	As needed
Complete a Local Road Safety Plan	Completed LSPR	September 2021
Facilitate “best practices” approach for incorporating CMP measures into existing plans and programs, including preliminary engineering, traffic simulation modeling, and project prioritization.	Comments provided on plans and programs as requested	As needed

RESPONSIBLE AGENCY: Collier MPO, Consultant Services

Task 5 – Financial Tables

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Task 5 – Special Projects & Systems Planning Estimated Budget Detail for FY 2020/21							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
Subtotal:	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
B. Consultant Services							
Transportation System Performance Report/Congestion Management Process	\$78,285	\$0	\$0	\$0	\$0	\$0	\$78,285
Local Road Safety Plan	\$0	\$65,000	\$0	\$0	\$0	\$0	\$65,000
Subtotal:	\$78,285	\$65,000	\$0	\$0	\$0	\$0	\$143,285
Total:	\$123,285	\$65,000	\$0	\$0	\$0	\$0	\$188,285

Task 5 – Special Projects & Systems Planning Estimated Budget Detail for FY 2021/22							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5305	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
Subtotal:	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
B. Consultant Services							
Transportation System Performance Report/Congestion Management Process	\$77,285	\$0	\$0	\$0	\$0	\$0	\$77,285
Subtotal:	\$77,285	\$0	\$0	\$0	\$0	\$0	\$77,285
Total:	\$112,285	\$0	\$0	\$0	\$0	\$0	\$112,285

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Moved down [1]: Task 5 – Special Projects & Systems Planning

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	December 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 <u>Regional Fares/Services</u> study <u>which was included</u> as a <u>part</u> of the TDP major update.	Completed study	June <u>2023</u>
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 2022
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

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

Task 6 - Financial Tables

The following table is shown for illustration purposes only. The table shown for FY 15/16-17/18 is intended to provide a summary of the three-year grant agreement that has spanned over several UPWPs. The funding has already been spent. A portion of this funding was considered carryforward funding to close out consultant services (\$142,069) in this UPWP and has not changed. The remaining funding will not be added to the summary tables as it is not new revenue. This will be the last report on this grant.

Task 6 - Transit & TD Planning				
Budget Detail for 15/16-17/18				
Budget Category & Description	FTA 5305	FTA State Match	FTA Local Match	Total
A. Personnel Services				
MPO staff salaries, fringe benefits, and other deductions	\$71,423	\$9,085	\$9,085	\$89,593
Subtotal:	\$71,423	\$9,085	\$9,085	\$89,593
B. Consultant Services				
Transit Impact Analysis	\$98,432	\$12,304	\$12,304	\$123,040
Park and Ride Study	\$47,920	\$5,990	\$5,990	\$59,900
TDP Major Update	\$43,200	\$5,400	\$5,400	\$54,000
CAT Fare Analysis	\$55,975	\$6,998	\$6,997	\$69,970
Website	\$1,102	\$138	\$138	\$1,378
Subtotal:	\$246,629	\$30,830	\$30,829	\$308,288
C. Travel				
MPO Staff and PTNE staff attendance at training and conferences	\$15,671	\$1,802	\$1,802	\$19,275
Subtotal:	\$15,671	\$1,802	\$1,802	\$19,275
D. Other Direct Expenses				
Legal Ads	\$0	\$0	\$0	\$0
Fed Ex/ Postage	\$280	\$35	\$35	\$350
Office Supplies	\$1,601	\$200	\$200	\$2,001
Subtotal:	\$1,881	\$235	\$235	\$2,351
Total:	\$335,604	\$41,952	\$41,951	\$419,507

Task 6 - Transit & TD Planning				
Estimated Budget Detail for FY 18/19				
Budget Category & Description	FTA 5305 FY 18/19	FTA State Match FY 18/19	FTA Local Match FY 18/19	Total
A. Personnel Services				
MPO staff salaries, fringe benefits, and other deductions	\$21,504	\$2,688	\$2,688	\$26,880
Subtotal:	\$21,504	\$2,688	\$2,688	\$26,880
B. Consultant Services				
Park and Ride Study	\$48,000	\$6,000	\$6,000	\$60,000
TDP Major Update	\$45,916	\$5,739	\$5,739	\$57,394
Subtotal:	\$93,916	\$11,739	\$11,739	\$117,394
C. Travel				
MPO Staff and PTNE staff attendance at training and conferences	\$0	\$0	\$0	\$0
Subtotal:	\$0	\$0	\$0	\$0
D. Other Direct Expenses				
Legal Ads	\$0	\$0	\$0	\$0
Website	\$0	\$0	\$0	\$0
Fed Ex/ Postage	\$80	\$10	\$10	\$100
Office Supplies	\$400	\$50	\$50	\$500
Subtotal:	\$480	\$60	\$60	\$600
Total:	\$115,900	\$14,487	\$14,487	\$144,874

The funding shown for FY 18/19 has been separated for accounting purposes. This grant is current and will be closed out on 6/31/21.

Task 6 – Transit & TD Planning								
Estimated Budget Detail for FY 2020/21								
	FTA 5305 Carry Forward							
Budget Category & Description	FTA 5305 Carryforward	State Match	Local Match	FTA 5307 FFY 19	FTA 5305 20/21	Trans. Disad.	Total	5305 20% FY 20/21 Soft Match (TDC)
A. Personnel Services								
MPO staff salaries, fringe benefits, and other deductions	\$45,728	\$5,715	\$5,715	\$0	\$58,924	\$21,156	\$137,238	\$14,731
Subtotal:	\$45,728	\$5,715	\$5,715	\$0	\$58,924	\$21,156	\$137,238	\$14,731
B. Consultant Services								
TDP Major Update	\$30,037	\$3,755	\$3,755	\$0	\$0	\$0	\$37,547	\$0
Regional Fares and Service Study	\$0	\$0	\$0	\$0	\$58,984	\$0	\$58,984	\$14,746
Comprehensive Operational Analysis	\$36,000	\$4,500	\$4,500	\$93,559	\$0	\$0	\$138,559	\$0
Subtotal:	\$66,037	\$8,255	\$8,255	\$93,559	\$58,984	\$0	\$235,090	\$14,746
C. Travel								
MPO Staff and PTNE staff attendance at training and conferences	\$4,819	\$602	\$602	\$0	\$9,600	\$2,000	\$17,623	\$2,400
Subtotal:	\$4,819	\$602	\$602	\$0	\$9,600	\$2,000	\$17,623	\$2,400
D. Other Direct Expenses								
Legal Ads	\$0	\$0	\$0	\$0	\$0	\$2,760	\$2,760	\$0
Website	\$240	\$30	\$30	\$0	\$0	\$0	\$300	\$0
Fed Ex/Postage	\$120	\$15	\$15	\$0	\$120	\$1,100	\$1,370	\$30
Office Supplies	\$1,643	\$206	\$206	\$0	\$400	\$0	\$2,455	\$100
Subtotal:	\$2,003	\$251	\$251	\$0	\$520	\$3,860	\$6,885	\$130
Total:	\$118,587	\$14,823	\$14,823	\$93,559	\$128,028	\$27,016	\$396,836	\$32,007

Soft Match – Soft Match is not considered to be MPO revenue and is not calculated into the total project cost. FY 20/21 5305 match has been revised to reflect changing the match source from 10% local and 10% state funded match to 20% Transportation Development Credits.

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Task 6 – Transit & TD Planning				
Estimated Budget Detail for FY 21/22				
Budget Category & Description	FTA 5305	Trans. Disad.	Total	FTA 5305 FY 21/22 Soft Match
A. Personnel Services				
MPO staff salaries, fringe benefits, and other deductions	\$64,000	\$22,036	\$86,036	\$16,000
Subtotal:	\$64,000	\$22,036	\$86,063	\$16,000
B. Consultant Services				
<u>Regional Fares and Service Study</u> ▼	\$49,995	\$0	\$49,995	\$12,499
Subtotal:	\$49,995	\$0	\$49,995	\$12,499
C. Travel				
MPO Staff and PTNE staff attendance at training and conferences	\$9,600	\$2,000	\$11,600	\$2,400
Subtotal:	\$9,600	\$2,000	\$11,600	\$2,400
D. Other Direct Expenses				
Legal Ads	\$0	\$2,760	\$2,760	\$0
Website	\$240	\$0	\$240	\$60
Fed Ex/ Postage	\$80	\$1,110	\$1,180	\$20
Office Supplies	\$800	\$0	\$800	\$200
Subtotal:	\$1,120	\$3,870	\$4,990	\$280
Total:	\$124,715	\$27,906	\$152,621	\$31,179

Deleted: Transit Study – TBD after TDP Completion

Soft Match – Soft Match is not considered to be MPO revenue and is not calculated into the total project cost. FY 21/22 5305 match has been revised to reflect changing the match source from 10% local and 10% state funded match to 20% Transportation Development Credits.

TASK 7 REGIONAL COORDINATION

PURPOSE:

Provide for the continuation of a region-wide multimodal transportation planning process in accordance with Federal and State guidelines. To provide training to MPO staff, Board members and advisory committee members to support transportation planning and policy activities in the region.

PREVIOUS WORK:

- Represented the MPO at local, regional, State and Federal meetings, including quarterly Metropolitan Planning Organization Advisory Council (MPOAC) meetings and Coordinated Urban Transportation Studies (CUTS) meetings.
- Submitted freight projects to MPOAC for prioritization.
- Attendance at Lee MPO TAC and TMOC meetings.
- Conducted Joint Lee/Collier BPAC, CAC, TAC and MPO meets as needed.
- Updated Joint TRIP priorities and regional priorities with Lee County and submitted to FDOT.

REQUIRED ACTIVITIES:

Activity	Deliverable(s)	Target Date
Staff and MPO Board participation in MPOAC meetings and workshops, including freight meetings, noteworthy practices meetings, and MPOAC weekend institute for Governing Board members	Regional Coordination; Attendance, travel forms, progress reports	Ongoing
Staff participation in CUTS meetings	Regional Coordination; Attendance and participation, travel forms	Quarterly
Participation in Lee MPO TAC, BPAC, and TMOC meetings	Regional Coordination; Attendance and participation	Monthly, bi-monthly
Monitoring of and continued participation in statewide plans and programs, including but not limited to FTP, SIS, and Vision Zero	Regional Coordination and enhanced knowledge of statewide plans and programs; Attendance and participation, travel forms	As needed
Attendance at state and local conferences/meetings on Collier MPO related issues provided by FDOT, FHWA, NHI, USDOT, NTL, etc.	Regional Coordination and enhanced MPO staff knowledge; Attendance and participation, travel forms	As needed
Monitor and update joint priorities (TRIP, SIS, enhancement, non-motorized) as necessary. Ranks and priorities for funding.	Approved joint priorities	June - Annually (as requested by FDOT)

Activity	Deliverable(s)	Target Date
Analysis of State and Federal laws and regulations for MPOs, committees and local government officials to aid them in the application of regional transportation policy strategies.	Update of laws and regulations as needed	As needed
Coordinate with municipalities to review local plans for consistency with MPO plans.	Provided comments	As needed
Participate in regional freight workshops and seminars	Regional coordination and enhanced system connectivity planning; Attendance and participation	As needed

RESPONSIBLE AGENCY: Collier MPO

Task 7 - Financial Tables

Task 7- Regional Coordination Estimated Budget Detail for FY 2020/21							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$24,000	\$0	0	0	0	0	\$24,000
Subtotal:	\$24,000	\$0	\$0	\$0	\$0	\$0	\$24,000
B. Travel							
Travel to MPOAC and any other out of county activities as necessary	\$7,000	\$0	\$0	\$0	\$0	\$0	\$7,000
Subtotal:	\$7,000	\$0	\$0	\$0	\$0	\$0	\$7,000
Total:	\$31,000	\$0	\$0	\$0	\$0	\$0	\$31,000

Task 7- Regional Coordination Estimated Budget Detail for FY 2021/22							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$15,000	\$0	0	0	0	0	\$15,000
Subtotal:	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
B. Travel							
Travel to MPOAC and any other out of county activities as necessary	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
Subtotal:	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
Total:	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000

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TASK 8 LOCALLY FUNDED ACTIVITIES

PURPOSE:

To cover any MPO expenses deemed not eligible or reimbursable by FHWA PL, TD or FTA Section 5305(d) funding.

PREVIOUS WORK:

- Reimbursement of travel and training expenses not eligible for reimbursement from the FHWA PL, TD or FTA Section 5305(d) Grants, particularly Class C travel expenses.
- Payment for staff time to attend safety training and HR training required by Collier County.

REQUIRED TASKS:

Activity	Deliverable(s)	Target Date
Prepare resolutions and policy positions	Resolutions and policies	As needed
Attend training and travel not eligible for grant reimbursement (i.e. Class C Travel)	Travel Form	As needed
Participate in Collier County required Safety and HR training courses	HR maintained log of courses	As needed
Payment of any shortfall of consultant or personnel costs.	Paid invoices	As needed

RESPONSIBLE AGENCY: Collier MPO

Task 8 - Financial Tables

Task 8 - Locally Funded Activities Estimated Budget Detail for FY 2020/21								
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Other	Total
A. Miscellaneous Expenses								
Resolutions and policy positions, travel, membership dues, and any other expenses not eligible for grant reimbursement	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$8,000
Total:	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$8,000

Task 8 - Locally Funded Activities Estimated Budget Detail for FY 2021/22								
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Other	Total
A. Miscellaneous Expenses								
Resolutions and policy positions, travel, membership dues, and any other expenses not eligible for grant reimbursement	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$8,000
Total:	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$8,000

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	\$ 314,200			\$ -	\$ 85,528	\$ -	\$ -	\$ -	\$ 473,316	\$ 48,000
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	\$ 113,285	\$ 65,000		\$ -	\$ 41,527	\$ -	\$ -	\$ -	\$ 229,812	\$ 143,285
6	Transit and Transportation Disadvantaged				\$ 93,559	\$ 476,170	\$ 32,007	\$ 43,517	\$ 43,517	\$ 27,016	\$ 715,786	\$ 263,168
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	\$ 212,216	\$ 43,517	\$ 51,517	\$ 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	\$ 212,216	\$ 43,517	\$ 51,517	\$ 27,016	\$ 1,721,068	\$ 609,453

	FHWA PL	FHWA SU	FDOT	FTA 5305	FTA 5307	TD Trust	Collier Co.	Naples	Everglades	Marco Is.	Total
State Support/Match for MPO (1)	\$ -		\$ 212,216	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 212,216
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 (2)	\$ -		\$ 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	\$ 255,733	\$ 476,170	\$ 93,559	\$ 27,016	\$ 32,198	\$ 12,879	\$ -	\$ 6,440	\$ 1,721,068

(1) For FY 2020/2021, FDOT will "soft match" the MPPP/PL Funds and 5305 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 for FDOT cash match and local match represents the cash match for 5305 carryforward funding.

* 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 FY 20/21	State TD Trust	Local Funding	Total
								Federal	State	Local				
1	Administration	\$ 73,588	\$ 314,200		\$ 85,528	\$ 387,788		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	473,316
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	\$ 113,285	\$ 65,000	\$ 41,527	\$ 188,285		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	229,812
6	Transit and Transportation Disadvantaged				\$ 32,007	\$ -	\$ 93,559	\$ 348,142	\$ 43,517	\$ 43,517	\$ 128,028	\$ 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	\$ 212,216	\$ 817,073	\$ 93,559	\$ 348,142	\$ 43,517	\$ 43,517	\$ 128,028	\$ 27,016	\$ 8,000	1,721,068
	State Support/Match for MPO (1)	\$ -	\$ -	\$ -	\$ 212,216	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		212,216
	State and Local Support for FTA Program (2)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		\$ -		-
	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	\$ 212,216	\$ 817,073	\$ 93,559	\$ 348,142	\$ 43,517	\$ 43,517	\$ 128,028	\$ 27,016	\$ 8,000	1,721,068

TABLE 3 – FY 2021/22 AGENCY PARTICIPATION

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Task #	Task Description	FHWA (PL)	FHWA (SU)	FTA Section 5305	FDOT Soft Match	Local	TD Trust	Total	Amount to Consultant
1	Administration	\$ 350,200		\$ -	\$ 77,238	\$ -	\$ -	\$ 427,438	\$ 2,000.00
2	Data Collection/ Development	\$ 11,000		\$ -	\$ 2,426	\$ -	\$ -	\$ 13,426	\$ 1,000.00
3	Transportation Improvement Program (TIP)	\$ 40,000		\$ -	\$ 8,822	\$ -	\$ -	\$ 48,822	
4	Long Range Planning	\$ 71,373	\$ 24,615	\$ -	\$ 15,742	\$ -	\$ -	\$ 111,730	\$ 65,988.00
5	Special Projects and Systems Planning	\$ 112,285		\$ -	\$ 24,765	\$ -	\$ -	\$ 137,050	\$ 77,285.00
6	Transit and Transportation Disadvantaged	\$ -		\$ 124,715	\$ 31,179		\$ 27,906	\$ 183,800	\$ 49,995.00
7	Regional Coordination	\$ 20,000		\$ -	\$ 4,411	\$ -	\$ -	\$ 24,411	
8	Locally Funded Activities	\$ -		\$ -	\$ -	\$ 8,000		\$ 8,000	
	Total fiscal year 2021/22 funds for all tasks	\$ 604,858	\$ 24,615	\$ 124,715	\$ 164,583	\$ 8,000	\$ 27,906	\$ 954,677	\$ 196,268.00
	Total De-obligation from prior fiscal years	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	Total cost, including carryover, for all tasks	\$ 604,858	\$ 24,615	\$ 124,715	\$ 164,583	\$ 8,000	\$ 27,906	\$ 954,677	\$ 196,268.00

	FHWA	FDOT	FTA 5305	TD Trust	Collier Co.	Naples	Everglades	Marco Is.	Total
State Support/Match for MPO (1)	\$ -	\$ 164,583	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164,583
FY 2021/22 Funding	\$ 629,473	\$ -	\$ 124,715	\$ 27,906	\$ -	\$ -	\$ -	\$ -	\$ 782,094
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	\$ 629,473	\$ 164,583	\$ 124,715	\$ 27,906	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 954,677

(1) For FY 2021/2022, FDOT will "soft match" the MPP/PL and 5305 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 TIPWD

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TABLE 4 – FY 2021/22 FUNDING SOURCE

Task #	Task Description	FHWA PL Federal	FHWA SU	FDOT Soft Match	Total Federal Funding	FTA 5305 FY 21/22	State TD Trust	Local Funding	Total
1	Administration	\$ 350,200		\$ 77,238	\$ 350,200	\$ -	\$ -	\$ -	\$ 427,438
2	Data Collection/Development	\$ 11,000		\$ 2,426	\$ 11,000	\$ -	\$ -	\$ -	\$ 13,426
3	Transportation Improvement Program (TIP)	\$ 40,000		\$ 8,822	\$ 40,000	\$ -	\$ -	\$ -	\$ 48,822
4	Long Range Planning	\$ 71,373	\$ 24,615	\$ 15,742	\$ 95,988	\$ -	\$ -	\$ -	\$ 111,730
5	Special Projects and Systems Planning	\$ 112,285		\$ 24,765	\$ 112,285	\$ -	\$ -	\$ -	\$ 137,050
6	Transit and Transportation Disadvantaged	\$ -		\$ 31,179	\$ -	\$ 124,715	\$ 27,906	\$ -	\$ 183,800
7	Regional Coordination	\$ 20,000		\$ 4,411	\$ 20,000	\$ -	\$ -	\$ -	\$ 24,411
8	Locally Funded Activities	\$ -		\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	Total fiscal year 2019/20 funds for all tasks	\$ 604,858	\$ 24,615	\$ 164,583	\$ 629,473	\$ 124,715	\$ 27,906	\$ 8,000	\$ 954,677
	State Support/Match for MPO	\$ -		\$ 164,583	\$ -	\$ -	\$ -	\$ -	\$ 164,583
	FY 2021/22 Funding	\$ 604,858	\$ 24,615	\$ -		\$ 124,715	\$ 27,906		\$ 782,094
	FY 2021/22 Local Funding	\$ -		\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	PL Roll Forward from Prior Fiscal Year	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total cost, including carryover, for all tasks	\$ 604,858	\$ 24,615	\$ 164,583	\$ -	\$ 124,715	\$ 27,906	\$ 8,000	\$ 954,677

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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		✓		✓	✓	✓	✓	

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APPENDICES

APPENDIX A – COMMONLY USED ACRONYMS

Acronym	Full Name
AADT	Annual Average Daily Traffic
ADA	Americans with Disability Act
AMPO	Association of Metropolitan Planning Organizations
ARRA	American Recovery and Reinvestment Act
AASHTO	American Association of State Highway and Transportation Officials
AUIR	Annual Update and Inventory Report
BCC	Board of County Commissioners
BPAC	Bicycle & Pedestrian Advisory Committee
CAC	Citizens Advisory Committee
CAT	Collier Area Transit
CEMP	County Emergency Management Plan
CFR	Code of Federal Regulations
CIA	Community Impact Assessment
CIE	Capital Improvement Element
CIGM	Collier Inter-Active Growth Model
CIP	Capital Improvement Program
CMC	Congestion Management Committee
CMP	Congestion Management Process
CMS	Congestion Management System
COA	Comprehensive Operational Analysis
COOP	Continuity of Operations Plan
CORSIM	Corridor Simulation
CR	County Road
CRA	Community Redevelopment Agency
CTC	Community Transportation Coordinator
CTD	(Florida) Commission for the Transportation Disadvantaged
CTST	Community Traffic Safety Team
CUTR	Center for Urban Transportation Research
CUTS	Coordinated Urban Transportation Studies
DBE	Disadvantaged Business Enterprise
DOPA	Designated Official Planning Agency
DRI	Development of Regional Impact
EAR	Evaluation and Appraisal Report
EMS	Emergency Medical Services
ETAT	Environmental Technical Advisory Team
ETDM	Efficient Transportation Decision Making
F.A.C.	Florida Administrative Code
FAP	Federal Aid Program
FAST	Fixing America's Surface Transportation
FDOT	Florida Department of Transportation
FHREDI	Florida's Heartland Rural Economic Development Initiative

COMMONLY USED ACRONYMS

Acronym	Full Name
FHWA	Federal Highway Administration
FM	Financial Management
FS	Florida Statutes
FSUTMS	Florida Standard Urban Transportation Model Structure
FTA	Florida Transit Administration
FTP	Florida Transportation Plan
FY	Fiscal Year
GIS	Geographical Information System
ICAR	Intergovernmental Coordination and Review
ICE	Intergovernmental Coordination Element
IJR	Interchange Justification Report
IT	Information Technology
ITS	Intelligent Transportation Systems
JARC	Job Access Reverse Commute
JPA	Joint Participation Agreement
LAP	Local Agency Program
LCB	Local Coordinating Board for the Transportation Disadvantaged
LEP	Limited English Proficiency
LinC	Lee in Collier Transit Service
LOS	Level of Service
LRTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21st Century
MMP	Master Mobility Plan
MMTPP	Metropolitan Multimodal Transportation Planning Process
MPO	Metropolitan Planning Organization (includes references to the organization, MPO Board, Staff and Committees)
MPOAC	Metropolitan Planning Organization Advisory Council
MPP	Metropolitan Planning Program
NTD	National Transit Database
PD&E	Project Development & Environment
PEA	Planning Emphasis Area
PIP	Public Involvement Plan
PL	Highway Planning Funds
PTNE	Public Transit and Neighborhood Enhancement
PTOP	Public Transportation Operation Plan
QRC	Quick Response Code
RFP	Request for Proposal
ROW	Right-of-Way
SCE	Sociocultural Effects
SE	Socioeconomic
SHS	State Highway System
SIS	Strategic Intermodal System
SR	State Road

COMMONLY USED ACRONYMS

Acronym	Full Name
SSPP	System Safety Program Plan
SWFRPC	Southwest Florida Regional Planning Council
TAC	Technical Advisory Committee
TAZ	Traffic Analysis Zone
TD	Transportation Disadvantaged
TDM	Transportation Demand Management
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TSM	Transportation Systems Management
TRIP	Transportation Regional Incentive Program
ULAM	Urban Land Allocation Model
UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation
UZA	Urbanized Area
VE	Value Engineering
ZDATA	Zonal Data (land use and socio-economic)

APPENDIX B – PLANNING STUDIES IN THE MPO AREA

This list is compiled and/or updated by the Collier MPO staff for the purposes of regional planning. It is included here for reference.

SR 29 (in Collier County) – FDOT is completing a PD&E study that looks at several alternatives to provide more capacity through Immokalee. An alternative has been endorsed by the MPO Board but the PD&E has not been approved by FHWA. This project has been going on since 2007. The Collier MPO 2040 Needs Plan and Cost Feasible Plan include this project

Old US 41 (Lee/Collier County)– FDOT is completing a PD&E study to evaluate alternatives for capacity and sidewalk improvements.

Immokalee Road Corridor Congestion Study – Immokalee Road between Livingston Road and Logan Blvd. was considered a congested corridor in the 2019 Annual Update and Inventory Reports (AUIRs). Collier County began the Corridor Congestion Study to identify existing and future conditions in the corridor, to develop and evaluate options to relieve the congestion, to engage the public in presenting the study findings and take input, and to develop recommendations to guide decision-makers in advancing future improvements. The recommendations of the study are expected to include several innovative intersection improvements and design concepts which will be presented to the Board of County Commissioners (BCC) for approval.

Golden Gate Parkway Complete Streets Study – This study of the Golden Gate Parkway corridor from Santa Barbara Blvd. to Collier Blvd. (951) is intended to recommend the most appropriate intersections, pedestrian features and safety improvements in the corridor. The study will look at current traffic, future traffic, land use and the Collier County Complete Streets Policy. It is anticipated that several recommendations and alternatives will be recommended to the BCC.

Green Boulevard Extension/ North Belle Meade Study – Collier County has not commenced this study, but it is intended to evaluate the area that extends eastward from CR – 951 to surround the North Belle Meade area from Golden Gate Estates to I-75 and eastward to Everglades Boulevard. The purpose of this study is to more clearly define the future collector roadway network in this area. Several east-west and north-south needs-based corridors have been identified that would enhance circulation throughout the area. The study effort would include determining the feasibility and preferred alignment for the identified corridors or alternatives that may be developed during the study.

CR951 Congestion Relief Study – Collier County has not commenced this study, but it is intended to identify an alternative travel route to the existing CR951 corridor due to forecasted high congestion levels by 2040. The study area extends from CR951 to City Gate North Boulevard to Benfield Road on its eastern limits to US41 at its southern limits. The limits of this study area are subject to change. The study will consider multiple travel routes, improvements to CR951, a no-build option, and evaluate other alternative planning strategies to alleviate future congestion on CR951.

Golden Gate Estates Bridges – This study will be completed by Collier County. It will include the re-evaluation of 10 new bridges in the Golden Gate Estates Area.

Application for Federal Assistance	
* 9. Type of Applicant 1: Select Applicant Type:	
<input checked="" type="checkbox"/> 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)	
* 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):	
* 15. Descriptive Title of Applicant's Project:	
Support of transit planning and development. This includes a transit fare	
Attach supporting documents as specified in the instructions.	
<input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/>	

APPENDIX C – STATEMENTS AND ASSURANCES

FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

525-010-08
 POLICY PLANNING
 05/18

DEBARMENT and SUSPENSION CERTIFICATION

As required by the USDOT regulation on Governmentwide Debarment and Suspension at 49 CFR 29.510

- (1) The Collier MPO hereby certifies to the best of its knowledge and belief, that it and its principals:
- (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 Collier MPO 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.D.O.T.

Elaine Middelstaedt
 Name: Elaine Middelstaedt
 Title: MPO Chair (or designee)

5/8/2020
 Date

Approved as to form and legality
Scott R. Teach
 Scott R. Teach, Deputy County Attorney



FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

525-010-08
 POLICY PLANNING
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LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Collier MPO that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Collier MPO, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state 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 Federal 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 Collier MPO shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds \$100,000, and that all such subrecipients shall certify and disclose accordingly.
- (4) 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 and not more than \$100,000 for each failure.

Elaine Middelstaedt
 Name: Elaine Middelstaedt
 Title: MPO Chair (or designee)

5/8/2020
 Date

Approved as to form and legality
Scott R. Teach
 Scott R. Teach, Deputy County Attorney



FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
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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 MPO contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers 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 contract work of the Collier MPO, in a non-discriminatory environment.

The Collier MPO shall require its consultants to not discriminate on the basis of race, color, national origin and sex 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

Elaine Middelstaedt

Name: Elaine Middelstaedt
 Title: MPO Chair (or designee)

5/8/2020
 Date

Approved as to form and legality

Scott R. Teach
 Scott R. Teach, Deputy County Attorney



FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

525-010-06
 POLICY PLANNING
 05/16

TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the Collier MPO assures the Florida Department of Transportation (FDOT) 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, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

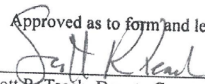
The Collier MPO further assures FDOT that it will undertake the following with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient'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 Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendices A and E* of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded 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 USDOT, 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 your agency'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 Recipient.


 Name: Elaine Middelstaedt
 Title: MPO Chair (or designee)

5/8/2020
 Date

Approved as to form and legality

 Scott R. Teach, Deputy County Attorney



FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

S25-010-08
POLICY PLANNING
05/18

APPENDICES A and E

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

- (1) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- (2) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- (4) **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
 - a. Withholding of payments to the Contractor under the contract until the Contractor complies, and/or
 - b. Cancellation, termination or suspension of the contract, in whole or in part.

FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES

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POLICY PLANNING
05/18

- (6) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request the Florida Department of Transportation to enter into such litigation to protect the interests of the Florida Department of Transportation, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.
- (7) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq)

APPENDIX D – RESPONSE TO COMMENTS

Agency	Comment	Response	Page
Rae Anne Burton - Public	<p>How can a document state that a draft was presented April 27, 2020 on an email that is dated April 20,2020?</p> <p>There is a lot of information, mainly it seems to be budget, it is very confusing and the information on what is wrong or how to fix is not clear.</p> <p>For example the statement about the Immokalee Road Corridor between Livingston Road and Logan Blvd being congested. The reason it is congested is because of the dense developments that the county is permitting. The document states that there is recommendations to include Innovative intersections. Just What does that mean - more stop lights – one at each of the current and new developments to allow access to an already congested road?</p> <p>I realize that things can't stand still during this influenza, but to only give information to the public, via website and emails is not sufficient. There are many concerned residents that do not have access to internet. This document is not clear.</p>	<p>The dates were entered in the draft document prior to COVID-19 and the cancellation of committee meetings. The error has been corrected.</p> <p>Responded to Ms. Burton that the UPWP is the MPO's budget document for a two-year period. It is intended to give an overview of the MPO's tasks and budget. There are elements that the State requires we include in the document, including a listing of planning studies conducted by others within the MPO area. By including the listing of projects completed by others, it is not intended to be an endorsement of the projects or to supply full project descriptions. The list is a brief overview for informational purposes.</p> <p>The UPWP was not sent out solely as a response to COVID-19. The document was received because Ms. Burton requested to be included on a list for information about MPO programs and documents. This is one of the ways we achieve our public involvement. Ms. Burton was advised that the MPO would be available to provide more information about MPO programs and documents upon request.</p>	<p>8</p> <p>General</p> <p>General</p>
TAC – Collier County	Required activities, the date column is the FY 23/24 UPWP and the target date is May 2024 which is outside this UPWP. Is this a typo?	The target date has been corrected to May 2022.	18
TAC – Collier County	PSA – Target date is August 22, outside the UPWP. There is only consultant funding for one year identified. How will this be accomplished?	There was an error in the table. The target date has been revised to reflect December 2021. It is intended that a small amount of additional funding will be added in the second year to allow for wrap up activities when close out funding from the current grant is allocated.	19
TAC – Collier County	Ideas for PSA's – Should coordinate with traffic and congestion issues. The County and City are working on roundabouts but driver error and understanding they are not rotaries is a common issue	Acknowledged. The MPO intends to wait for the outcome of the Local Road Safety Plan to help identify priority areas the PSA and/or a Safety Campaign would be beneficial.	19
TAC – Collier County	Task 2 – Required Activities, none are designated as using consultant services yet there is \$15,000 in consultant services for both years. This is a very low amount but what project are they working on or could they be used in many of the activities.	This task works in coordination with Long Range Planning and Special Projects and Systems Planning. The \$15,000 identified may be used for GIS or modeling services on an as needed basis.	22
TAC – Collier County	Task 3 - Typos in Purpose dates and 3 rd activity.	Corrected typos.	25

TAC – Collier County	Task 3 – FY 20/21 Table does not match table 2. Is total for task \$10,000 or \$20,000?	Corrected error. Total for task is \$10,000	26
TAC – Collier County	Task 5 – Is the MPO doing pedestrian counts?	The MPO is collecting bicycle/pedestrian count data. Some counters are able to distinguish between bicyclists and pedestrians.	31
TAC – Collier County	Task 6 – Responsible agency should include consultant services.	The responsible agency has been corrected to include consultant services.	34
TAC – Collier County	Task 6 – Transit Study, TBD? Is a place holder acceptable?	The MPO defers to the transit agency to determine priority for transit planning tasks. PTNE has asked that we wait until the TDP and COA have been completed to identify the next transit planning study. Since the TDP will be completed by September 2020, and we have no expectation of receiving the FY 20/21 5305(d) allocation prior to that time there should be sufficient time to identify the transit study and amend the UPWP prior to executing the transit grant agreement.	36
TAC – Collier County	Task 7 – FY 20/21 Tables do not match Table 2	The totals have been corrected.	39
TAC – Collier County	Summary Tables – Table 2 PL allocations do not match task tables. Double check funding and needs/activity costs.	The allocations have been corrected to match the totals in the task tables.	45, 46

Agency	Comment Type	Comment	Response	Page
FTA Region IV	General	If planning activities are proposed for funding under the 49 USC 5307 program or any other FTA program, please ensure they are listed and programmed in the UPWP.	PTNE has notified the MPO that they will be completing a COA with 5307 funding. The COA is identified in Task 6.	General
FTA Region IV	General	If funding is being carried over from the prior-year UPWP, carryover amounts and activities should be listed in the document. Please identify any incomplete work elements or activities financed with Federal planning assistance awarded in previous fiscal years as carryover activities.	Activities have been listed as continued from previous fiscal years have been shown as carryover activities.	General
FTA Region IV	General	If any programmed 5305(d) funds are estimates, coordination with the State DOT may be required for UPWP modification or amendment after review of FTA apportionments.	Understood. The MPO will coordinate with the State DOT to ensure that accurate amounts are reflected in the UPWP as actual funding is updated.	General
FTA Region IV	General	The metropolitan transportation planning process should provide for the establishment and use of a performance-based approach, with related activities noted in the UPWP accordingly. Please note that in addition to TAM, there is an upcoming deadline for MPO	Understood. This is noted in the purpose and required activities of Task 6.	General

Agency	Comment Type	Comment	Response	Page
		PTASP target setting that will occur during the next UPWP cycle.		
FHWA	Editorial	The Cost Analysis Certification was included twice. Please remove the duplicate Cost Analysis Certification page for FY2021.	The cost analysis certification for FY 2021 has been removed.	4 & 5
FHWA	Critical	Please be sure to include the finalized/signed version in the Final UPWP.	Understood. The signed version of the cost analysis certification will be included in the final version.	4
FHWA	Enhancement	Considering that the Local Road Safety Plan is still in development, I suggest including references to FDOT's SHSP in this section for consistency purposes. This may further illustrate how the local and state goals, objectives, and priorities for the plan are similar and provide the holistic picture for your stakeholders.	A reference to the SHSP has been included as suggested.	7
FHWA	Enhancement	I suggest including a transition paragraph under the FDOT District One Planning Activities. For example, consider how FDOT D1 Planning Activities support the MPO. This will increase the readability of the document.	A transition paragraph has been added to the District One planning activities section.	8
FHWA	Editorial	I suggest including instructions for the public to access the Executed Agreements. For example, the Operational Procedures and Bylaws section instructs the public to request documentation from the Growth Management Division.	A link to the MPO's website has been added to this section.	15
FHWA	Editorial	Please be sure to update the MPO Agreement Date for the Final UPWP.	The MPO Agreement date has been updated.	15
FHWA	Editorial	For the Final UPWP, I suggest combing through the document to make sure the proper appendices are referenced throughout the UPWP accordingly. For example, the Certifications and Assurances refers to Appendix H. However, Appendix C is referenced on page 55.	The reference to Appendix H has been changed to Appendix C. No other errors were found.	15
FHWA	Editorial	For the State/Federal Planning Emphasis Area Matrix section, the narrative refers to page T-5. However, the Table of Contents reflects page 49. I suggest the narrative to reflect the intended page reference to increase readability.	The narrative has been corrected to reflect the correct page number.	15
FHWA	Enhancement	For the previous work sections under each task, I suggest using a different format to make these sections easier to read (i.e. the tabular form used to convey Required Activities, bullets, numbers, etc.)	The previous work sections have been changed to bullet format.	General
FHWA	Critical	All Agreements or Certifications, including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI agreements and DBE statements should be signed and dated, and included in the final document.	Understood. All agreements and certifications will be signed and included in the final document.	General
FHWA	Editorial	For the Collier MPO TMA Federal Certification Review, I suggest changing the target date to reflect the deadline for the report to be finalized which is December 2020.	The target date was changed to December 2020.	19

Agency	Comment Type	Comment	Response	Page
FHWA	Editorial	In the FY2020/21 budget table, I suggest removing “(Still TBD)” from the PSA or Safety Campaign under Consultant Services.	Still TBD was removed from the budget table.	20
FHWA	Editorial	For the last activity at the bottom of page 23, the task refers to the SHSP. Considering the MPO changed it to the Local Road Safety Plan, I suggest referencing the appropriate plan. However, if this is referencing the FDOT’s SHSP, please include it in the activity.	Updated statement to Local Road Safety Plan.	23
FHWA	Critical	For the third activity and deliverables, attendance and participation at meetings and committees for Long Range planning efforts do not have feasible outcomes. Please incorporate benefits and products that support long range planning efforts and include those under the deliverables section. Additionally, I suggest using this approach and applying to the other activities/deliverables listed in Task 4.	Deliverables have been modified.	27 & 28
FHWA	Critical	Please incorporate an activity/task that addresses incorporating TPM into your LRTP. It should also include monitoring and adjusting targets with the assumption as an ongoing basis.	TPM activity has been added to the task.	27 & 28
FHWA	Critical	On page 32 B. Consultant Services, funds are programmed to the SHSP. However, pages 30-31 discuss funding and completing the Local Road Safety Plan. If this is the case, I suggest editing the FY20/21 budget table accordingly.	The table was updated as suggested.	30-32
FHWA	Enhancement	For Task 9, I suggest including a budget table and reflect the associated funds. Please refer to what was included for Task 8’s budget tables.	Task 9 was redundant and was removed from the document. The budget for the state’s match of FTA 5305 funding is shown in Task 6.	42
FHWA	Critical	Based on the PL formula for Collier MPO, the MPO will be receiving \$548,485. Per FDOT’s spreadsheet for FY20 PL funds, Collier MPO had \$0. However, the MPO programmed \$629,485 for FY 2020/21. Please provide justification for including an additional \$81,000.	The additional funding is de-obligation from FY 19/20. The amount has been modified to reflect the correct amount.	45
FHWA	Editorial	Tasks that involve consultant participation (such as Tasks 1, 4 and 5) should provide enough detail (such as project scope, work to be accomplished for each project, anticipated completion dates, and project costs) about what the consultant responsibilities are concerning the activities to be undertaken using federal-aid funds. If that is not possible at this time, prior to the MPO’s use of PL funds for these types planning projects or activities, the District should forward a copy of the scope of services, the anticipated cost, and completion date to the FHWA for review. It will continue to be the responsibility of the District and MPO to ensure that all activities undertaken as part of these tasks	Understood. The scope of work for projects identified with consultant participation is not available at this time. The MPO will send all scopes of work to the District for review and approval prior to issuing a purchase order.	General

Agency	Comment Type	Comment	Response	Page
		are eligible and are allowable costs.		
FHWA	Critical	Please note that all training/meeting/conference participation must be reasonable, necessary and allocable to the transportation planning process. Please provide additional clarification on the deliverables associated with all training/meetings/conferences.	Understood. Additional clarification has been added.	General
FHWA	Enhancement	For annual completion dates, please identify specific months for as many activities possible. For example, some of the identified activities identify a month for completion date while other tasks state “annually” for anticipated date of completion. If there are any known months of completion for the tasks, please identify them in the completion column.	Specific months have been added where possible.	General
FHWA	Editorial	Some Activities are listed in past tense. For example: (p.19) Maintain the Public Participation Plan (PPP) and update as necessary. Conduct all activities needed to maintain compliance with plan including maintained and updated website, legal ads, press releases, etc.; (p. 23) Continued coordination with jurisdictions; (p.25) planning and congestion management projects that have been prioritized by the MPO.;(p.30) Attend and participated in workshops and seminars sponsored by FHWA, FDOT and other professional organizations as appropriate	Activities have been corrected to present tense.	19,23,25,30
FDOT	Editorial	The Collier UPWP document is user-friendly with including an interactive Table of Contents and flowing dialogue which is concise yet still captures the required elements of the UPWP. Additionally, the Required Activities graphs provide good details in the “Activities” and “Deliverables” segments for the public to follow under each Task. Great discussion of the objective of the Collier MPO with including the “3 C’s” of the planning process. The amount of work placed into this UPWP is evident as Ms. Otero challenged herself to significantly par down this edition of the Collier’s UPWP while still being a very comprehensive document and meeting the State and Federal Agency requirements. I enjoyed reviewing it.	Thank you for your positive comments.	General
FDOT	Recommendation	The bottom of page 2 lists a PEA Matrix – should (is) PEA (Planning Emphasis Areas) spelled out for the public – maybe I missed this	Planning Emphasis Areas has been spelled out.	2
FDOT	Recommendation	Include FDOT Planning Activity of “Complete Streets Studies”.	“Complete Streets Studies” has been added.	8 & 9
FDOT	Recommendation	Under Executed Agreements, is the highlighted date of 7/1/18 a placeholder? Should it reflect a more current date?	7/1/18 was a placeholder. It has been revised to reflect the current date.	15

Agency	Comment Type	Comment	Response	Page
FDOT	Recommendation	There is a “PSA or Safety Campaign (TBD)” on Task 1 Financial Tables listed for \$100,000 in FY2020/21. I would suggest also including this in FY 2021/22 in case this is not completed in the first year of the UPWP – perhaps allocate \$70,000 to the first year and \$30,000 to complete it in the second year (?).	Funding will be added when closeout funding is available from FY 19/20. There is currently not sufficient funding to allocate funding to this study in year two.	20
FDOT	Recommendation	In Task 5, is the Strategic Highway Safety Plan supposed to be called “Local Road Safety Plan” (?)	Strategic Highway Safety Plan has been revised to Local Road Safety Plan.	32
FDOT	Recommendation	In Task 6 of the Transit Financial Tables; section B. Consultant Services, FY21 includes activities for the completion of the LRTP, TDP Major Update and other consultant services, resulting in significantly more funding in FY21 than in FY22 for this Task. In FY22 is it anticipated only one Transit Study will occur with \$54, 8333 allocated? Is it possible more funding may be needed to be allocated to consultant services for Transit in FY22?? (Also given the emphasis for more multi modal services)	Carryforward funding and activities are included in the tables for the first fiscal year which makes it appear that there is more funding in FY 20/21. FY 21/22 only includes the allocation for one fiscal year.	
FDOT	Recommendation	The page numbering jumps from page 44 to 46 with what appears to be a blank page in-between... or maybe that is just my printer....	The pagination issue has been corrected.	44-46
FDOT	Recommendation	Page 49 has a sentence that wraps around the table – is there any way to include that sentence all on top of the table for ease of reading? Just a suggestion.	The error was corrected.	49
FDOT	Recommendation	Several of the End Products are targeted for Year 1 of the UPWP, yet less funding is planned than Year 2. Please review to ensure this is accurate.	The end products and funding are accurate. Additional funding will be added to year two with the close out balance from the current grant.	General
FDOT	Recommendation	All Agreements or Certifications, including the UPWP Title Page, Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI agreements and DBE statements should be signed and dated, and included in the final document.	Understood. Signed agreements and certifications will be included in the final document.	General

APPENDIX E – FTA GRANT APPLICATION

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:		* 2. Type of Application:		* If Revision, select appropriate letter(s):	
<input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		<input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		<input type="text"/> * Other (Specify): <input type="text"/>	
* 3. Date Received:		4. Applicant Identifier:			
<input type="text"/>		<input type="text"/>			
5a. Federal Entity Identifier:			5b. Federal Award Identifier:		
<input type="text"/>			FL-80-0009		
State Use Only:					
6. Date Received by State:		7. State Application Identifier:			
<input type="text"/>		1001			
8. APPLICANT INFORMATION:					
* a. Legal Name: Collier Metropolitan Planning Organization					
* b. Employer/Taxpayer Identification Number (EIN/TIN):			* c. UEI:		
59-6000558			CNWY78LD581		
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: 34104-6130					
e. Organizational Unit:					
Department Name:			Division Name:		
Collier MPO			Collier MPO		
f. Name and contact information of person to be contacted on matters involving this application:					
Prefix:		* First Name: Anne			
Middle Name:		<input type="text"/>			
* Last Name: McLaughlin		<input type="text"/>			
Suffix:		<input type="text"/>			
Title: Executive Director		<input type="text"/>			
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

* 1. Type of Submission:	
<input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	
* 3. Date Received:	
<input type="text"/>	
5a. Federal Entity Identifier:	
<input type="text"/>	
State Use Only:	
6. Date Received by State:	
<input type="text"/>	
8. APPLICANT INFORMATION:	
* a. Legal Name: Collier Met	
* b. Employer/Taxpayer Identification Number (EIN/TIN):	
59-6000558	
d. Address:	
* Street1:	2885 South
Street2:	<input type="text"/>
* City:	Naples
County/Parish:	<input type="text"/>
* State:	<input type="text"/>
Province:	<input type="text"/>
* Country:	<input type="text"/>
* Zip / Postal Code:	31404-613
e. Organizational Unit:	
Department Name:	
Collier MPO	
f. Name and contact information	
Prefix:	
Middle Name:	
* Last Name:	McLaughlin
Suffix:	
Title: Executive Director	
Organizational Affiliation:	
<input type="text"/>	
* Telephone Number: 239-252-	
* Email: Anne.McLaughlin@col	

Deleted:

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.):

Collier

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

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

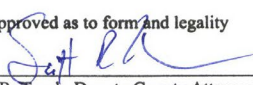
Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Approved as to form and legality


 Scott R. Teach, Deputy County Attorney


Application for Federal Assistance SF-

* 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:

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CFDA Title:

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Collier

* 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.

Add Attachments

Delete Attachments

Deleted:

Application for Federal Assistance SF-424

16. Congressional Districts Of:
 * a. Applicant: 19 * b. Program/Project: 19, 25
 Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
 * a. Start Date: 10/01/2021 * b. End Date: 10/01/2022

18. Estimated Funding (\$):

* a. Federal	124,715.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	31,179.00
* f. Program Income	
* g. TOTAL	155,894.00

*** 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

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 21, 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) 252-5885 Fax Number:
 * Email: Anne.McLaughlin@colliercountyfl.gov
 * Signature of Authorized Representative: *Elaine Middelstaedt* * Date Signed: 10/8/21

CAO

Application for Federal Ass SF

16. Congressional Districts Of:
 * a. Applicant: 19 * b. Program/Project: 19, 25
 Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
 * a. Start Date: 10/01/2020 * b. End Date: 10/01/2020

18. Estimated Funding (\$):

* a. Federal	
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	

*** 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

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 21, 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:
 Middle Name:
 * Last Name: Middelstaedt
 Suffix:
 * Title: MPO Chair
 * Telephone Number: (239) 252-5885 Fax Number:
 * Email: Anne.McLaughlin@colliercountyfl.gov
 * Signature of Authorized Representative: *Elaine Middelstaedt* * Date Signed: 10/8/21

Deleted:

Section 5305(d)
Approved Project Budget for Fiscal Year
(total dollars)

\$155,894

Collier MPO

TECHNICAL CLASSIFICATIONS

44.21.00	Program Support and Administration	\$	29,692.00
44.22.00	General Development and Comprehensive Planning	\$	14,847.00
44.23.00	Long Range Transportation Planning: System Level	\$	7,424.00
44.23.02	Long Range Transportation Planning	\$	7,424.00
44.24.00	Short Range Transportation Planning	\$	14,847.00
44.25.00	Transportation Improvement Program	\$	7,424.00
44.26.12	Coordination of Non-Emergency Human Services Transportation	\$	14,847.00
44.26.13	Participation of Transit Operators in Metropolitan Planning	\$	7,424.00
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	\$	7,424.00
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	\$	14,847.00
44.26.16	Incorporating Safety & Security in Transportation Planning	\$	14,847.00
44.27.00	Other Activities	\$	14,847.00

TOTAL NET PROJECT COSTS \$ 155,894.00

ACCOUNTING CLASSIFICATIONS

44.30.01	Personnel	\$	56,000.00
44.30.02	Fringe Benefits 30%	\$	24,000.00
44.30.03	Travel	\$	12,000.00
44.30.04	Equipment		
44.30.05	Supplies	\$	1,000.00
44.30.06	Contractual	\$	62,794.00
44.30.07	Other	\$	100.00
44.30.08	Indirect Charges () %		

TOTAL NET PROJECT COSTS \$ 155,894.00

FUND ALLOCATIONS

44.40.01	MPO Activities	\$	155,894.00
44.40.02	Transit Operator Activities		
44.40.03	State and/or Local Agency Activities		

TOTAL NET PROJECT COSTS \$ 155,894.00
Federal Share (80%) \$ 124,715.00
Local Share (20%) \$ 31,179.00

ACCOUNTING

Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	

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Section 5305(d)
Approved Project Budget for Fiscal

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TECHNICAL CLASSIFICATIONS

44.21.00
44.22.00
44.23.00
44.23.02
44.24.00
44.25.00
44.26.12
44.26.13
44.26.14
44.26.15
44.26.16
44.27.00

ACCOUNTING CLASSIFICATIONS

44.30.01
44.30.02
44.30.03
44.30.04
44.30.05
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44.30.08

FUND ALLOCATIONS

44.40.01
44.40.02
44.40.03

ACCOUNTING

Classification
91.37.08.8P-2

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Section 5305(d)
 GMIS Planning Line Item Codes
 (FTA FUNDS ONLY)

Collier MPO

TECHNICAL CLASSIFICATIONS

44.21.00	Program Support and Administration	\$	23,752.00
44.22.00	General Development and Comprehensive Planning	\$	11,878.00
44.23.00	Long Range Transportation Planning: System Level	\$	5,939.00
44.23.02	Long Range Transportation Planning	\$	5,939.00
44.24.00	Short Range Transportation Planning	\$	11,878.00
44.25.00	Transportation Improvement Program	\$	5,939.00
44.26.12	Coordination of Non-Emergency Human Services Transportation	\$	11,878.00
44.26.13	Participation of Transit Operators in Metropolitan Planning	\$	5,939.00
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	\$	5,939.00
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	\$	11,878.00
44.26.16	Incorporating Safety & Security in Transportation Planning	\$	11,878.00
44.27.00	Other Activities	\$	11,878.00

TOTAL NET PROJECT COSTS \$ 124,715.00

ACCOUNTING CLASSIFICATIONS

44.30.01	Personnel	\$	44,800.00
44.30.02	Fringe Benefits	30%	\$ 19,200.00
44.30.03	Travel	\$	9,600.00
44.30.04	Equipment		
44.30.05	Supplies	\$	800.00
44.30.06	Contractual	\$	50,235.00
44.30.07	Other	\$	80.00
44.30.08	Indirect Charges	(_)%	

TOTAL NET PROJECT COSTS \$ 124,715.00

FUND ALLOCATIONS

44.40.01	MPO Activities	\$	124,715.00
44.40.02	Transit Operator Activities		
44.40.03	State and/or Local Agency Activities		

TOTAL NET PROJECT COSTS \$ 124,715.00

Section 5305(d)
 GMIS Planning Line Item Codes
 (FTA FUNDS ONLY)

TECHNICAL CLASSIFICATIONS

44.21.00	Program Su
44.22.00	General De
44.23.00	Long Range
44.23.02	Long Range
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44.25.00	Transporta
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44.26.15	Support Tr
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ACCOUNTING CLASSIFICATIONS

44.30.01	Personnel
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FUND ALLOCATIONS

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FFY21 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.

Elaine Middelbeadt

Signature of Presiding Officer for the MPO/TPO

10/8/21

Date of Signature



The Collier MPO person shall on the l provided by Title VI Florida Civil Rights A otherwise subjected The Collier MPO its programs and act

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Elaine Middelbeadt

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FFY21 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.

Elaine Middleton
Signature of Presiding Officer for the MPO/TPO

10/8/21
Date of Signature

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Attachment: Draft Amendment to FY 20/21-21/22 UPWP - track changes (21244 : Approve Amendment 4 to FY 20/21-21/22 Unified Planning

FEDERAL FY21 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 than \$100,000.00 for each such failure.

Elaine Middelbush 10/8/21
Chairperson for the MPO Date



Certification for Con
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Elaine Mid
Chairperson for the

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FEDERAL FY21 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.

Elaine Middelstedt 10/8/21

Chairperson for the MPO

Date

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Certifications and Assurances

Fiscal Year 2021

Not every provision of every certification will apply to every applicant or award. If a provision of a certification does not apply to the applicant or its award, FTA will not enforce that provision. Refer to FTA's accompanying Instructions document for more information.

Text in italics is guidance to the public. It does not have the force and effect of law, and is not meant to bind the public in any way. It is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

CATEGORY 1. CERTIFICATIONS AND ASSURANCES REQUIRED OF EVERY APPLICANT.

All applicants must make the certifications in this category.

1.1. Standard Assurances.

The certifications in this subcategory appear as part of the applicant's registration or annual registration renewal in the System for Award Management (SAM.gov) and on the Office of Management and Budget's standard form 424B "Assurances—Non-Construction Programs". This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
- (b) Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- (c) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- (d) Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- (e) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).



Certifications and Assurances

Not every provision of a certification does not apply to the applicant or its award. Refer to FTA's accompanying Instructions document for more information.

Text in italics is guidance to the public. It does not have the force and effect of law, and is not meant to bind the public in any way. It is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

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- (c) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- (d) Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- (e) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).

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Certifications and Assurances

Fiscal Year 2021

- (f) Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to:
- (1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin, as effectuated by U.S. DOT regulation 49 CFR Part 21;
 - (2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex, as effectuated by U.S. DOT regulation 49 CFR Part 25;
 - (3) Section 5332 of the Federal Transit Law (49 U.S.C. § 5332), which prohibits any person being excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance from FTA because of race, color, religion, national origin, sex, disability, or age.
 - (4) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps, as effectuated by U.S. DOT regulation 49 CFR Part 27;
 - (5) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101–6107), which prohibits discrimination on the basis of age;
 - (6) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
 - (7) The comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91–616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - (8) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
 - (9) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
 - (10) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,
 - (11) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- (g) Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (“Uniform Act”) (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. The requirements of the Uniform Act are effectuated by U.S. DOT regulation 49 CFR Part 24.



Certifications and Assurances

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- (1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin, as effectuated by U.S. DOT regulation 49 CFR Part 21;
 - (2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex, as effectuated by U.S. DOT regulation 49 CFR Part 25;
 - (3) Section 5332 of the Federal Transit Law (49 U.S.C. § 5332), which prohibits any person being excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance from FTA because of race, color, religion, national origin, sex, disability, or age.
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 - (7) The comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91–616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
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 - (9) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
 - (10) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,
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Certifications and Assurances

Fiscal Year 2021

- (h) Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- (i) Will comply, as applicable, with the provisions of the Davis–Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction subagreements.
- (j) Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- (k) Will comply with environmental standards which may be prescribed pursuant to the following:
 - (1) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;
 - (2) Notification of violating facilities pursuant to EO 11738;
 - (3) Protection of wetlands pursuant to EO 11990;
 - (4) Evaluation of flood hazards in floodplains in accordance with EO 11988;
 - (5) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);
 - (6) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.);
 - (7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and
 - (8) Protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
- (l) Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- (m) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
- (n) Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- (o) Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded



Certifications and Assurances

- (h) Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- (i) Will comply, as applicable, with the provisions of the Davis–Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction subagreements.
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 - (2) Notification of violating facilities pursuant to EO 11738;
 - (3) Protection of wetlands pursuant to EO 11990;
 - (4) Evaluation of flood hazards in floodplains in accordance with EO 11988;
 - (5) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);
 - (6) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.);
 - (7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and
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- (m) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
- (n) Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- (o) Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded

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Certifications and Assurances

Fiscal Year 2021

- animals held for research, teaching, or other activities supported by this award of assistance.
- (p) Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
 - (q) Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR Part 200, Subpart F, "Audit Requirements", as adopted and implemented by U.S. DOT at 2 CFR Part 1201.
 - (r) Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing the program under which it is applying for assistance.
 - (s) Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a sub-recipient from:
 - (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (2) Procuring a commercial sex act during the period of time that the award is in effect; or
 - (3) Using forced labor in the performance of the award or subawards under the award.

1.2. Standard Assurances: Additional Assurances for Construction Projects.

This certification appears on the Office of Management and Budget's standard form 424D "Assurances—Construction Programs" and applies specifically to federally assisted projects for construction. This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency; will record the Federal awarding agency directives; and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
- (b) Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
- (c) Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work confirms with the approved plans and specifications, and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.



Certifications and Assurances

- animals held for research, teaching, or other activities supported by this award of assistance.
- (p) Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
 - (q) Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR Part 200, Subpart F, "Audit Requirements", as adopted and implemented by U.S. DOT at 2 CFR Part 1201.
 - (r) Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing the program under which it is applying for assistance.
 - (s) Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a sub-recipient from:
 - (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (2) Procuring a commercial sex act during the period of time that the award is in effect; or
 - (3) Using forced labor in the performance of the award or subawards under the award.

1.2. Standard Assurances: Additional Assurances for Construction Projects.

This certification appears on the Office of Management and Budget's standard form 424D "Assurances—Construction Programs" and applies specifically to federally assisted projects for construction. This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency; will record the Federal awarding agency directives; and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
- (b) Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
- (c) Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work confirms with the approved plans and specifications, and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

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1.3. Procurement.

The Uniform Administrative Requirements, 2 CFR § 200.324, allow a recipient to self-certify that its procurement system complies with Federal requirements, in lieu of submitting to certain pre-procurement reviews.

The applicant certifies that its procurement system complies with:

- (a) U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 200, particularly 2 CFR §§ 200.317–200.326 "Procurement Standards;
- (b) Federal laws, regulations, and requirements applicable to FTA procurements; and
- (c) The latest edition of FTA Circular 4220.1 and other applicable Federal guidance.

1.4. Suspension and Debarment.

Pursuant to Executive Order 12549, as implemented at 2 CFR Parts 180 and 1200, prior to entering into a covered transaction with an applicant, FTA must determine whether the applicant is excluded from participating in covered non-procurement transactions. For this purpose, FTA is authorized to collect a certification from each applicant regarding the applicant's exclusion status. 2 CFR § 180.300. Additionally, each applicant must disclose any information required by 2 CFR § 180.335 about the applicant and the applicant's principals prior to entering into an award agreement with FTA. This certification serves both purposes.

The applicant certifies, to the best of its knowledge and belief, that the applicant and each of its principals:

- (a) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily or involuntarily excluded from covered transactions by any Federal department or agency;
- (b) Has not, within the preceding three years, been convicted of or had a civil judgment rendered against him or her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or commission of any other offense indicating a lack of business integrity or business honesty;



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- (c) Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any offense described in paragraph (b) of this certification;
- (d) Has not, within the preceding three years, had one or more public transactions (Federal, State, or local) terminated for cause or default.

1.5. Coronavirus Response and Relief Supplemental Appropriations Act, 2021, and CARES Act Funding.

The applicant certifies that, to the maximum extent possible, and consistent with the Consolidated Appropriations Act, 2021 (Public Law 116–260):

- (a) Funds made available under title IV of division M of the Consolidated Appropriations Act, 2021 (Public Law 116–260), and in title XII of division B of the CARES Act (Public Law 116–136; 134 Stat. 599) shall be directed to payroll and operations of public transit (including payroll and expenses of private providers of public transportation); or
- (b) The applicant certifies that the applicant has not furloughed any employees.

CATEGORY 2. PUBLIC TRANSPORTATION AGENCY SAFETY PLANS

This certification is required of each applicant under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), each rail operator that is subject to FTA's state safety oversight programs, and each State that is required to draft and certify a public transportation agency safety plan on behalf of a small public transportation provider pursuant to 49 CFR § 673.11(d). This certification is required by 49 CFR § 673.13.

This certification does not apply to any applicant that receives financial assistance from FTA exclusively under the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or combination of these two programs.

If the applicant is an operator, the applicant certifies that it has established a public transportation agency safety plan meeting the requirements of 49 CFR Part 673.

If the applicant is a State, the applicant certifies that:

- (a) It has drafted a public transportation agency safety plan for each small public transportation provider within the State, unless the small public transportation provider provided notification to the State that it was opting-out of the State-drafted plan and drafting its own public transportation agency safety plan; and
- (b) Each small public transportation provider within the state has a public transportation agency safety plan that has been approved by the provider's Accountable Executive



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(as that term is defined at 49 CFR § 673.5) and Board of Directors or Equivalent Authority (as that term is defined at 49 CFR § 673.5).

CATEGORY 3. TAX LIABILITY AND FELONY CONVICTIONS.

If the applicant is a business association (regardless of for-profit, not for-profit, or tax exempt status), it must make this certification. Federal appropriations acts since at least 2014 have prohibited FTA from using funds to enter into an agreement with any corporation that has unpaid Federal tax liabilities or recent felony convictions without first considering the corporation for debarment. E.g., Consolidated Appropriations Act, 2021, Pub. L. 116-260, div. E, title VII, §§ 744–745. U.S. DOT Order 4200.6 defines a “corporation” as “any private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association”, and applies the restriction to all tiers of subawards. As prescribed by U.S. DOT Order 4200.6, FTA requires each business association applicant to certify as to its tax and felony status.

If the applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, the applicant certifies that:

- (a) It has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and
- (b) It has not been convicted of a felony criminal violation under any Federal law within the preceding 24 months.

CATEGORY 4. LOBBYING.

If the applicant will apply for a grant or cooperative agreement exceeding \$100,000, or a loan, line of credit, loan guarantee, or loan insurance exceeding \$150,000, it must make the following certification and, if applicable, make a disclosure regarding the applicant's lobbying activities. This certification is required by 49 CFR § 20.110 and app. A to that part.

This certification does not apply to an applicant that is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 49 CFR Part 20.

4.1. Certification for Contracts, Grants, Loans, and Cooperative Agreements.

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

- (a) 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 an agency, a Member of Congress, an officer or employee of Congress, or



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- an employee of 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.
- (b) 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.
- (c) 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, and 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 and not more than \$100,000 for each such failure.

4.2. Statement for Loan Guarantees and Loan Insurance.

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

If any 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement 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 statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CATEGORY 5. PRIVATE SECTOR PROTECTIONS.

If the applicant will apply for funds that it will use to acquire or operate public transportation facilities or equipment, the applicant must make the following certification regarding protections for the private sector.



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5.1. Charter Service Agreement.

To enforce the provisions of 49 U.S.C. § 5323(d), FTA's charter service regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following Charter Service Agreement. 49 CFR § 604.4.

The applicant agrees that it, and each of its subrecipients, and third party contractors at any level who use FTA-funded vehicles, may provide charter service using equipment or facilities acquired with Federal assistance authorized under the Federal Transit Laws only in compliance with the regulations set out in 49 CFR Part 604, the terms and conditions of which are incorporated herein by reference.

5.2. School Bus Agreement.

To enforce the provisions of 49 U.S.C. § 5323(f), FTA's school bus regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following agreement regarding the provision of school bus services. 49 CFR § 605.15.

- (a) If the applicant is not authorized by the FTA Administrator under 49 CFR § 605.11 to engage in school bus operations, the applicant agrees and certifies as follows:
 - (1) The applicant and any operator of project equipment agrees that it will not engage in school bus operations in competition with private school bus operators.
 - (2) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Mass Transit Regulations, or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
- (b) If the applicant is authorized or obtains authorization from the FTA Administrator to engage in school bus operations under 49 CFR § 605.11, the applicant agrees as follows:
 - (1) The applicant agrees that neither it nor any operator of project equipment will engage in school bus operations in competition with private school bus operators except as provided herein.
 - (2) The applicant, or any operator of project equipment, agrees to promptly notify the FTA Administrator of any changes in its operations which might jeopardize the continuation of an exemption under § 605.11.
 - (3) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Transit Administration regulations or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
 - (4) The applicant agrees that the project facilities and equipment shall be used for the provision of mass transportation services within its urban area and that any other



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use of project facilities and equipment will be incidental to and shall not interfere with the use of such facilities and equipment in mass transportation service to the public.

CATEGORY 6. TRANSIT ASSET MANAGEMENT PLAN.

If the applicant owns, operates, or manages capital assets used to provide public transportation, the following certification is required by 49 U.S.C. § 5326(a).

The applicant certifies that it is in compliance with 49 CFR Part 625.

CATEGORY 7. ROLLING STOCK BUY AMERICA REVIEWS AND BUS TESTING.**7.1. Rolling Stock Buy America Reviews.**

If the applicant will apply for an award to acquire rolling stock for use in revenue service, it must make this certification. This certification is required by 49 CFR § 663.7.

The applicant certifies that it will conduct or cause to be conducted the pre-award and post-delivery audits prescribed by 49 CFR Part 663 and will maintain on file the certifications required by Subparts B, C, and D of 49 CFR Part 663.

7.2. Bus Testing.

If the applicant will apply for funds for the purchase or lease of any new bus model, or any bus model with a major change in configuration or components, the applicant must make this certification. This certification is required by 49 CFR § 665.7.

The applicant certifies that the bus was tested at the Bus Testing Facility and that the bus received a passing test score as required by 49 CFR Part 665. The applicant has received or will receive the appropriate full Bus Testing Report and any applicable partial testing reports before final acceptance of the first vehicle.

CATEGORY 8. URBANIZED AREA FORMULA GRANTS PROGRAM.

If the applicant will apply for an award under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), or any other program or award that is subject to the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310); "flex funds" from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)); projects that will receive an award authorized by the Transportation Infrastructure Finance and Innovation Act ("TIFIA") (23 U.S.C. §§ 601–609) or State Infrastructure Bank Program (23 U.S.C. § 610) (see 49 U.S.C. § 5323(o)); formula awards or competitive awards to urbanized areas under the Grants for



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Buses and Bus Facilities Program (49 U.S.C. § 5339(a) and (b)); or low or no emission awards to any area under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(c)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5307(c)(1).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out the program of projects (developed pursuant 49 U.S.C. § 5307(b)), including safety and security aspects of the program;
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities;
- (c) Will maintain equipment and facilities in accordance with the applicant's transit asset management plan;
- (d) Will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a project financed under this section, a fare that is not more than 50 percent of the peak hour fare will be charged for any—
 - (1) Senior;
 - (2) Individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design; and
 - (3) Individual presenting a Medicare card issued to that individual under title II or XVIII of the Social Security Act (42 U.S.C. §§ 401 et seq., and 1395 et seq.);
- (e) In carrying out a procurement under 49 U.S.C. § 5307, will comply with 49 U.S.C. §§ 5323 (general provisions) and 5325 (contract requirements);
- (f) Has complied with 49 U.S.C. § 5307(b) (program of projects requirements);
- (g) Has available and will provide the required amounts as provided by 49 U.S.C. § 5307(d) (cost sharing);
- (h) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning);
- (i) Has a locally developed process to solicit and consider public comment before raising a fare or carrying out a major reduction of transportation;
- (j) Either—
 - (1) Will expend for each fiscal year for public transportation security projects, including increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages), increased camera surveillance of an area in or adjacent to that system, providing an emergency telephone line to contact law enforcement or security personnel in an area in or adjacent to that system, and any other project intended to increase the security and safety of an existing or planned public transportation system, at least



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- 1 percent of the amount the recipient receives for each fiscal year under 49 U.S.C. § 5336; or
- (2) Has decided that the expenditure for security projects is not necessary;
- (k) In the case of an applicant for an urbanized area with a population of not fewer than 200,000 individuals, as determined by the Bureau of the Census, will submit an annual report listing projects carried out in the preceding fiscal year under 49 U.S.C. § 5307 for associated transit improvements as defined in 49 U.S.C. § 5302; and
- (l) Will comply with 49 U.S.C. § 5329(d) (public transportation agency safety plan).

CATEGORY 9. FORMULA GRANTS FOR RURAL AREAS.

If the applicant will apply for funds made available to it under the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), it must make this certification. Paragraph (a) of this certification helps FTA make the determinations required by 49 U.S.C. § 5310(b)(2)(C). Paragraph (b) of this certification is required by 49 U.S.C. § 5311(f)(2). Paragraph (c) of this certification, which applies to funds apportioned for the Appalachian Development Public Transportation Assistance Program, is necessary to enforce the conditions of 49 U.S.C. § 5311(c)(2)(D).

- (a) The applicant certifies that its State program for public transportation service projects, including agreements with private providers for public transportation service—
- (1) Provides a fair distribution of amounts in the State, including Indian reservations; and
 - (2) Provides the maximum feasible coordination of public transportation service assisted under 49 U.S.C. § 5311 with transportation service assisted by other Federal sources; and
- (b) If the applicant will in any fiscal year expend less than 15% of the total amount made available to it under 49 U.S.C. § 5311 to carry out a program to develop and support intercity bus transportation, the applicant certifies that it has consulted with affected intercity bus service providers, and the intercity bus service needs of the State are being met adequately.
- (c) If the applicant will use for a highway project amounts that cannot be used for operating expenses authorized under 49 U.S.C. § 5311(c)(2) (Appalachian Development Public Transportation Assistance Program), the applicant certifies that—
- (1) It has approved the use in writing only after providing appropriate notice and an opportunity for comment and appeal to affected public transportation providers; and
 - (2) It has determined that otherwise eligible local transit needs are being addressed.

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CATEGORY 10. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS AND THE EXPEDITED PROJECT DELIVERY FOR CAPITAL INVESTMENT GRANTS PILOT PROGRAM.

If the applicant will apply for an award under any subsection of the Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), including an award made pursuant to the FAST Act's Expedited Project Delivery for Capital Investment Grants Pilot Program (Pub. L. 114-94, div. A, title III, § 3005(b)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5309(c)(2) and Pub. L. 114-94, div. A, title III, § 3005(b)(3)(B).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
- (c) Will maintain equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan; and
- (d) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning).

CATEGORY 11. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS.

If the applicant is in an urbanized area and will apply for an award under subsection (a) (formula grants) or subsection (b) (competitive grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(a)(3) and (b)(6), respectively.

If the applicant is in a rural area and will apply for an award under subsection (a) (formula grants) or subsection (b) (competitive grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 9 for Formula Grants for Rural Areas (49 U.S.C. § 5311). This certification is required by 49 U.S.C. § 5339(a)(3) and (b)(6), respectively.

If the applicant, regardless of whether it is in an urbanized or rural area, will apply for an award under subsection (c) (low or no emission vehicle grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(c)(3).



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Making this certification will incorporate by reference the applicable certifications in Category 8 or Category 9.

CATEGORY 12. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

If the applicant will apply for an award under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310), it must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5310(e)(1). Making this certification will incorporate by reference the certification in Category 8, except that FTA has determined that (d), (f), (i), (j), and (k) of Category 8 do not apply to awards made under 49 U.S.C. § 5310 and will not be enforced.

In addition to the certification in Category 8, the applicant must make the following certification that is specific to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This certification is required by 49 U.S.C. § 5310(e)(2).

The applicant certifies that:

- (a) The projects selected by the applicant are included in a locally developed, coordinated public transit-human services transportation plan;
- (b) The plan described in clause (a) was developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers, and other members of the public;
- (c) To the maximum extent feasible, the services funded under 49 U.S.C. § 5310 will be coordinated with transportation services assisted by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services; and
- (d) If the applicant will allocate funds received under 49 U.S.C. § 5310 to subrecipients, it will do so on a fair and equitable basis.

CATEGORY 13. STATE OF GOOD REPAIR GRANTS.

If the applicant will apply for an award under FTA's State of Good Repair Grants Program (49 U.S.C. § 5337), it must make the following certification. Because FTA generally does not review the transit asset management plans of public transportation providers, this certification is necessary to enforce the provisions of 49 U.S.C. § 5337(a)(4).

The applicant certifies that the projects it will carry out using assistance authorized by the State of Good Repair Grants Program, 49 U.S.C. § 5337, are aligned with the applicant's most recent

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transit asset management plan and are identified in the investment and prioritization section of such plan, consistent with the requirements of 49 CFR Part 625.

CATEGORY 14. INFRASTRUCTURE FINANCE PROGRAMS.

If the applicant will apply for an award for a project that will include assistance under the Transportation Infrastructure Finance and Innovation Act ("TIFIA") Program (23 U.S.C. §§ 601–609) or the State Infrastructure Banks ("SIB") Program (23 U.S.C. § 610), it must make the certifications in Category 8 for the Urbanized Area Formula Grants Program, Category 10 for the Fixed Guideway Capital Investment Grants program, and Category 13 for the State of Good Repair Grants program. These certifications are required by 49 U.S.C. § 5323(o).

Making this certification will incorporate the certifications in Categories 8, 10, and 13 by reference.

CATEGORY 15. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If the applicant will apply for an award under FTA's Urbanized Area Formula Grants Program (49 U.S.C. § 5307), Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) programs, the applicant must make the following certification. The applicant must make this certification on its own behalf and on behalf of its subrecipients and contractors. This certification is required by 49 CFR § 655.83.

The applicant certifies that it, its subrecipients, and its contractors are compliant with FTA's regulation for the Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations, 49 CFR Part 655.

CATEGORY 16. RAIL SAFETY TRAINING AND OVERSIGHT.

If the applicant is a State with at least one rail fixed guideway system, or is a State Safety Oversight Agency, or operates a rail fixed guideway system, it must make the following certification. The elements of this certification are required by 49 CFR §§ 659.43, 672.31, and 674.39.

The applicant certifies that the rail fixed guideway public transportation system and the State Safety Oversight Agency for the State are:

- (a) Compliant with the requirements of 49 CFR Part 659, "Rail Fixed Guideway Systems; State Safety Oversight";
- (b) Compliant with the requirements of 49 CFR Part 672, "Public Transportation Safety Certification Training Program"; and
- (c) Compliant with the requirements of 49 CFR Part 674, "State Safety Oversight".



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CATEGORY 17. DEMAND RESPONSIVE SERVICE.

If the applicant operates demand responsive service and will apply for an award to purchase a non-rail vehicle that is not accessible within the meaning of 49 CFR Part 37, it must make the following certification. This certification is required by 49 CFR § 37.77.

The applicant certifies that the service it provides to individuals with disabilities is equivalent to that provided to other persons. A demand responsive system, when viewed in its entirety, is deemed to provide equivalent service if the service available to individuals with disabilities, including individuals who use wheelchairs, is provided in the most integrated setting appropriate to the needs of the individual and is equivalent to the service provided other individuals with respect to the following service characteristics:

- (a) Response time;
- (b) Fares;
- (c) Geographic area of service;
- (d) Hours and days of service;
- (e) Restrictions or priorities based on trip purpose;
- (f) Availability of information and reservation capability; and
- (g) Any constraints on capacity or service availability.

CATEGORY 18. INTEREST AND FINANCING COSTS.

If the applicant will pay for interest or other financing costs of a project using assistance awarded under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), the Fixed Guideway Capital Investment Grants Program (49 U.S.C. § 5309), or any program that must comply with the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), "flex funds" from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)), or awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the following certification. This certification is required by 49 U.S.C. §§ 5307(e)(3) and 5309(k)(2)(D).

The applicant certifies that:

- (a) Its application includes the cost of interest earned and payable on bonds issued by the applicant only to the extent proceeds of the bonds were or will be expended in carrying out the project identified in its application; and
- (b) The applicant has shown or will show reasonable diligence in seeking the most favorable financing terms available to the project at the time of borrowing.



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CATEGORY 19. CONSTRUCTION HIRING PREFERENCES.

If the applicant will ask FTA to approve the use of geographic, economic, or any other hiring preference not otherwise authorized by law on any contract or construction project to be assisted with an award from FTA, it must make the following certification. This certification is required by the Consolidated Appropriations Act, 2021, Pub. L. 116-260, div. L, title I, § 199(b).

The applicant certifies the following:

- (a) That except with respect to apprentices or trainees, a pool of readily available but unemployed individuals possessing the knowledge, skill, and ability to perform the work that the contract requires resides in the jurisdiction;
- (b) That the grant recipient will include appropriate provisions in its bid document ensuring that the contractor does not displace any of its existing employees in order to satisfy such hiring preference; and
- (c) That any increase in the cost of labor, training, or delays resulting from the use of such hiring preference does not delay or displace any transportation project in the applicable Statewide Transportation Improvement Program or Transportation Improvement Program.

CATEGORY 20. CYBERSECURITY CERTIFICATION FOR RAIL ROLLING STOCK AND OPERATIONS.

If the applicant operates a rail fixed guideway public transportation system, it must make this certification. This certification is required by 49 U.S.C. § 5323(v), a new subsection added by the National Defense Authorization Act for Fiscal Year 2020, Pub. L. 116-92, § 7613 (Dec. 20, 2019). For information about standards or practices that may apply to a rail fixed guideway public transportation system, visit <https://www.nist.gov/cyberframework> and <https://www.cisa.gov/>.

The applicant certifies that it has established a process to develop, maintain, and execute a written plan for identifying and reducing cybersecurity risks that complies with the requirements of 49 U.S.C. § 5323(v)(2).

CATEGORY 21. PUBLIC TRANSPORTATION ON INDIAN RESERVATIONS FORMULA AND DISCRETIONARY PROGRAM (TRIBAL TRANSIT PROGRAMS).

Before FTA may provide Federal assistance for an Award financed under either the Public Transportation on Indian Reservations Formula or Discretionary Program authorized under 49 U.S.C. § 5311(c)(1), as amended by the FAST Act, (Tribal Transit Programs), the applicant must select the Certifications in Category 21, except as FTA determines otherwise in writing.



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Certifications and Assurances

Fiscal Year 2021

Tribal Transit Program applicants may certify to this Category and Category 1 (Certifications and Assurances Required of Every Applicant) and need not make any other certification, to meet Tribal Transit Program certification requirements. If an applicant will apply for any program in addition to the Tribal Transit Program, additional certifications may be required.

FTA has established terms and conditions for Tribal Transit Program grants financed with Federal assistance appropriated or made available under 49 U.S.C. § 5311(c)(1). The applicant certifies that:

- (a) It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
- (b) It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
- (c) It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR Part 625. Its Award will achieve maximum feasible coordination with transportation service financed by other federal sources.
- (d) With respect to its procurement system:
 - (1) It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 200, for Awards made on or after December 26, 2014,
 - (2) It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 49 CFR Part 18, specifically former 49 CFR § 18.36, for Awards made before December 26, 2014, or
 - (3) It will inform FTA promptly if its procurement system does not comply with either of those U.S. DOT regulations.
- (e) It will comply with the Certifications, Assurances, and Agreements in:
 - (1) Category 05.1 and 05.2 (Charter Service Agreement and School Bus Agreement),
 - (2) Category 06 (Transit Asset Management Plan),
 - (3) Category 07.1 and 07.2 (Rolling Stock Buy America Reviews and Bus Testing),
 - (4) Category 09 (Formula Grants for Rural Areas),
 - (5) Category 15 (Alcohol and Controlled Substances Testing), and
 - (6) Category 17 (Demand Responsive Service).

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Certifications and Assurances

Fiscal Year 2021

**FEDERAL FISCAL YEAR 2021 CERTIFICATIONS AND ASSURANCES FOR FTA
ASSISTANCE PROGRAMS**

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

Name of Applicant: Collier Metropolitan Planning Organization (MPO)

The Applicant certifies to the applicable provisions of categories 01–21. 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	_____



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Certifications and Assurances

Fiscal Year 2021

- | | | |
|----|---|-------|
| 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 | _____ |
| 21 | Tribal Transit Programs | _____ |

FEDERAL FISCAL YEAR 2021 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2021)

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 2021, 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 2021.

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



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Certifications and Assurances

Fiscal Year 2021

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

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 Elaine Middelstaedt Date: 10/8/21

Name Elaine Middelstaedt, Esq. 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 Scott R. Teach Date: 10/8/21

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.



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**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

Councilwoman Elaine Middelstaedt, MPO Chair

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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 #G1M49

Federal Transit Administration (FTA) Section 5305(d) Funds
Financial Management (FM) - # 410113 1 14
Contract # GO581
Contract # G1619
Contract #G1J00
Contract #G1V40

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
Amendment 2 – 3/12/21

Amendment 3 – 9/10/21
Amendment 4 – 2/11/22

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COST ANALYSIS CERTIFICATION



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.
SECRETARY

525-010-06
POLICY PLANNING
02/19

Cost Analysis Certification

Collier MPO

Unified Planning Work Program - FY FY21-FY22

Adopted 6/12/2020

Revision Number: Revision 2

I hereby certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable, and necessary, as required by [Section 216.3475, F.S.](#) Documentation is on file evidencing the methodology used and the conclusions reached.

Name: Victoria G Peters

Liaison: District One
Title and District

DocuSigned by:

Victoria Peters

3/23/2021 | 5:36 PM EDT

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10/23/2020

Signature

www.fdot.gov

INTRODUCTION

DEFINITION OF THE UPWP

The Unified Planning Work Program (UPWP) for the Collier Metropolitan Planning Area documents transportation planning and transportation planning related activities for the two year period starting July 1, 2020 (FY 2020/21-2021/22). The UPWP is the basis for allocating federal, state and local funds for transportation planning purposes in the Collier Metropolitan Planning area. At a minimum, a UPWP includes a description of the work and resulting products, indicates who will perform the work, provides timeframes and deadlines for completing the work, includes the cost of the work and the source(s) of funds.

This Work Program is consistent with all federal and state requirements. All products and planning concepts and factors follow Federal and State guidelines. The Collier MPO complies with Title VI of the Civil Rights Act of 1964. Title VI prohibits discrimination on the basis of race, color, national origin, age, disability, religion or sex.

The objective of the Collier MPO is to provide for a Continuing, Comprehensive, and Cooperative approach to the planning process. The MPO performs a variety of tasks utilizing funds under Titles 23 and 49, and Title 49 Chapter 53, U.S.C. Those tasks include annual development of the Transportation Improvement Program (TIP); continually improving the Congestion Management Process; regular updates to the Transit Development Plan (TDP) and Transportation Disadvantaged Service Plan (TDSP); support of Bicycle and Pedestrian Planning activities; preparation of updates to the Long Range Transportation Plan; periodically updating the Public Involvement Plan (PIP), expanding public outreach activities and implementing strategies to address environmental justice issues; and supporting FDOT District One and Collier County planning activities with emphasis on improving traffic modeling and Geographic Information Systems (GIS) capabilities. All eligible expenses will be reimbursed on an actual cost basis and therefore an indirect rate will not be utilized.

OVERVIEW AND STATUS OF CURRENT PLANNING ACTIVITIES

Long Range Transportation Plan

The Long Range Transportation Plan (LRTP) is a critical tool in the MPO process. It is composed of a Needs Assessment, a Cost Feasible Plan, and several multi-modal transportation components. It is the primary document in which multi-modal components (such as pathways, transit and other projects), land use data and projected revenues are integrated in the long range planning process. The 2040 LRTP was adopted in December 2015. Three amendments to the plan were completed.

The 2045 LRTP started in 2019 and will continue through 2020. Adoption is due in December 2020. The development of the 2045 LRTP includes coordination with member agencies and the Florida Department of Transportation. The MPO has transmitted data for the 2015 Existing + Committed network and the 2015 and 2045 Socio Economic Data to FDOT for use in constructing the Districtwide Travel Demand Model. Next steps include public involvement, financial revenue projections, coordination and development of Needs Plan projects, project cost estimates development, a cost feasible plan, development of operations

INTRODUCTION (cont.)

and maintenance costs, and a review of other plans and programs which will result in a multi-modal, long-range blueprint for the community's policy makers.

Congestion Management Process (CMP)

An operational CMS was originally adopted in 1997 and was updated in 2006. The CMS was developed to reduce congestion, not by adding travel lanes to existing highways, but by such initiatives as improving traffic signal timing, improving intersections (adding/lengthening turn lanes, etc.), and modifying medians. In 2008, the MPO updated the CMS and renamed it the Congestion Management Process (CMP). The CMP was updated again in 2017. The latest update brought the document current with the 2040 LRTP and with new federal legislation which requires performance-based and data driven planning. The updated CMP adopted performance measures and required project sponsors to establish baseline measures and report on the results to the Congestion Management Committee and the MPO Board.

The CMP also recognized the need for a more extensive data analysis. This led to the recommendation to fund a biennial Transportation System Performance Report (TSPR), which is intended to identify projects and priorities going forward. The first TSPR is currently underway and is expected to be completed in June 2020. The results will help prioritize projects for Congestion Management funding and the LRTP.

Transit Planning

A major Transit Development Plan (TDP) update is being developed and is expected to be completed in September 2020. The results of the TDP update will guide the transit element of the 2045 LRTP. The Public Transit and Neighborhood Enhancement (PTNE) Department in coordination with the Collier MPO completes Annual Progress Reports to the TDP in-house.

A Park and Ride study is currently underway. This study is expected to be completed in October 2020 and will help shape the transit element of the 2045 LRTP.

A Transit Impact Analysis is being conducted to help understand the demand placed on the community's transit network by development. This study is expected to be completed by August 2020.

The last Transportation Disadvantaged Service Plan (TDSP) major update was completed in 2018. The Collier MPO serves as the designated official planning agency and performs Transportation Disadvantaged Planning activities. Two annual updates of the TDSP will be completed in house in 2021 and 2022.

Local Road Safety Plan

This plan was funded through the Congestion Management priority process and is intended to be a data driven, 5-year safety plan that will guide the MPO in identifying implementation efforts that support FDOT's "Vision Zero". The LRSP will be guided by the FDOT Strategic Highway Safety Plan (SHSP) and will relate to Federal Highway's proven safety countermeasures and national vision zero strategies. The study will be managed by the MPO and completed by a consultant. It is expected be completed in November 2020.

CURRENT LOCAL AND REGIONAL PLANNING PRIORITIES

FY 2020/21 and FY 2021/22 UPWP Transportation Planning Priorities

Completing the 2045 LRTP continues to be a major focus for the upcoming fiscal years of 2020/21 and 2021/22, along with the many technical plans and studies that are underway that support the development of the LRTP. This is particularly appropriate given the substantial amount of population growth projected for Collier County. Initially, the MPO's public involvement activities will also be highly focused on the development of the LRTP and related technical plans. Following the adoption of the LRTP in December 2020, the focus will begin the shift towards implementation, monitoring and reporting on performance measures and increasing public awareness of modal options and services and, most importantly, of traffic laws and public safety.

Regional Transportation Planning Activities

The Lee County and Collier MPOs meet annually to discuss regional issues and projects which may have a joint impact on the area. The Collier MPO participates in the Lee MPO's Technical Advisory Committee (TAC) and the Lee MPO participates in the Collier TAC. The MPOs will continue to work together to endorse and adopt regional priorities for enhancements, TRIP, highway and transit projects.

In addition, the Collier MPO participates in meetings of the Coordinated Urban Transportation Systems (CUTS), the Metropolitan Planning Organization Advisory Council (MPOAC), and in district and state-wide meetings with FDOT.

AIR QUALITY PLANNING ACTIVITIES

The Collier MPO is in an air quality attainment area and does not anticipate completing any non-attainment planning activities at this time; however, air quality of the area continues to be monitored and staff participates in training as needed.

SOFT MATCH

Section 120 of Title 23, U.S.C, permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the federal share to be increased up to 100% to the extent credits are available. The "soft match" amount being utilized to match the FHWA funding in this UPWP is 18.07% of FHWA program funds for a total of \$180,209 in FY 2020/21 and \$133,404 in FY 2021/22 for a total of \$313,613. The "soft match" amount being utilized to match 5305(d) funding in this UPWP is 20% of FTA funds for a total of \$32,007 in FY 2020/21 and \$31,179 in FY 2021/22 for a total of \$63,186.

FDOT District One Planning Activities

Florida Department of Transportation- District One District Wide Planning activities for FY20/21-FY21/22) include the following:

- GIS Application Development and System Maintenance
- Systems Planning and Reviews
- Interchange Reviews
- Travel Demand Model Development
- ETDM/Community Impact Assessment
- Statistics
- Federal Functional Classification
- Traffic Counts Program
- Modal Development Technical Support
- Transportation Alternatives Program Development
- Commuter Services
- State Highway System Corridor Studies
- Growth Management Impact Reviews
- Complete Streets Studies
- Promoting and coordinating Safety for all modes of transportation, including bicycle and pedestrian

As part of the 3 “C” planning process, District staff coordinate planning activities with the MPO. MPO Board and Advisory Committee members are notified of project meetings within the MPO area. FDOT staff presents status reports to solicit feedback on planning activities and to ensure that District planning studies and MPO planning activities are coordinated.

PUBLIC INVOLVEMENT PROCESS

The development of the UPWP has been subject to public review and comment and is consistent with the Collier MPO’s adopted Public Participation Plan (PPP). The draft is sent to the TAC and CAC for review, announced on the Collier MPO website and sent to interested parties via email to the MPO’s listserv on the date the TAC/CAC agenda packets are posted and distributed.

MPO staff responds in writing to input received from the public and all comments received from the public, advisory committee members and Board members are memorialized and addressed in this document. All comments received, including from FHWA, FTA, and FDOT have been addressed and incorporated into Appendix D of the final document.

A draft of this UPWP was endorsed by the Citizens and Technical Advisory Committees on February 24, 2020 and approved by the MPO Board on March 13, 2020. The final document was sent via email to the Citizens and Technical Advisory Committee members on April 20, 2020 for review and comment and received final approval by the Collier MPO Chair on May 8, 2020. The final document will be ratified by the MPO Board at the June MPO Board meeting.

FEDERAL AND STATE PLANNING EMPHASIS AREAS

STATE PLANNING EMPHASIS AREAS – 2020

The Florida Department of Transportation Office of Policy Planning develops Planning Emphasis Areas on a two-year cycle in coordination with the development of Metropolitan Planning Organizations' respective unified planning work programs. Emphasis areas set planning priorities, support the Florida Transportation Plan, and give importance to topic areas which MPOs are encouraged to address as they develop their planning programs. Implementation of the seven goals of the Florida Transportation Plan requires embracing innovation; extensive collaboration across jurisdictions, modes and disciplines; an emphasis on customer service; data and performance feedback; and strategic investments for the efficient and effective allocation of resources.

The Collier MPO has considered the four topics shown below and included them in studies identified in this UPWP.

Safety

Safety has been a federal planning priority over numerous iterations of the transportation legislation. As stated within the FAST Act planning factors, metropolitan areas should “increase safety for motorized and non-motorized users.” The state of Florida has expanded on this concept further by becoming a Vision Zero area, with a stated goal within the Florida Transportation Plan of zero fatalities across the state’s transportation system. FDOT adopted their Strategic Highway Safety Plan in 2016, which provides more information about how the state intends to address transportation safety in the coming years.

Since the MPOs are being asked to report on and monitor their progress against their adopted safety performance measures, MPOs need to account in their UPWP for the effort necessary to satisfy these federal requirements. Additionally, MPOs are encouraged to consider how to expand upon the level of analysis and reporting required by the performance measurement process to further study their unique safety challenges. This approach may include the identification of safety needs in the MPO’s LRTP or TIP, stand-alone safety studies for areas or corridors, or safety considerations within modal planning elements.

System Connectivity

Connectivity is a concept that is emphasized both at the federal and state levels. Within the FAST Act, one of the ten planning factors states, “enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.” Within the Florida Transportation Plan, system connectivity is addressed within four different goals.

- Make our economy more competitive
- Increase opportunities for access to transit and other modes
- Provide a more efficient and mobile transportation system
- Meet the needs of a growing and changing population

A connected system is often more cost-effective and better able to address natural and manmade constraints.

For MPOs, system connectivity should be considered within several contexts. First, MPOs should emphasize connectivity within their boundaries to serve the unique needs of their urban and non-urban jurisdictions. This requires coordination with member jurisdictions to identify their connectivity needs while also understanding how current and future land uses impact or can help augment connectivity. Second, MPOs should consider connectivity beyond their boundaries and emphasize continuity on those facilities that link their MPO to other metropolitan and non-urban or rural areas. Third, connectivity for MPOs should include multimodal linkages that are supportive of both passengers and freight. A connected network supports users traveling by a variety of modes, including first and last mile linkages.

Resilience

With the passage of the FAST Act, resilience was introduced as a federal planning factor: “Improve the resilience and reliability of the transportation system and mitigate stormwater impacts of surface transportation.” Resilience is defined as the ability to adapt to changing conditions and prepare for, withstand, and recover from disruption. These conditions can encompass a wide variety of environmental, technological, economic, or social impacts.

MPOs can address resilience within their planning processes by leveraging tools such as the FHWA Resilience and Transportation Planning guide and the FDOT Quick Guide: Incorporating Resilience in the MPO LRTP. It should be noted that while these documents focus primarily on the development of MPO LRTPs and TIPs, addressing resilience should be a consideration within every planning document prepared by an MPO. MPOs should place a particular emphasis on coordination with agency partners responsible for natural disaster risk reduction, or who may be developing local resilience planning initiatives. Additionally, MPOs should consider the additional costs associated with reducing vulnerability of the existing transportation infrastructure. Proactive resiliency planning will help the MPO develop planning documents that are ultimately more realistic and cost-effective.

ACES (Automated/Connected/Electric/Shared-use) Vehicles

According to the Federal Highway Administration, “Transportation is in the midst of disruptive change from new technologies (automated and connected vehicles); new institutions (shared mobility firms); and changing attitudes (reduced car ownership). Across the nation, transportation planners are under pressure to develop performance-oriented policies, plans, and investment decisions that consider an increasingly complex transportation landscape. In the process, planners need to consider, but cannot yet reliably predict, the potential impact of disruptive and transformational Connected Vehicle (CV) and Automated Vehicle (AV) technologies on safety, vehicle ownership, road capacity, VMT, land-use, roadway design, future investment demands, and economic development, among others. While some forms of CV and AV are already being deployed across the United States, significant unknowns exist regarding the rate of technology adoption, which types of technologies will prevail in the marketplace, the interaction between CV/AV vehicles and various forms of shared mobility services, and the impacts of interim and widespread levels of CV/AV usage.”

Adopting and supporting innovative technologies and business practices supports all seven goals of the Florida Transportation Plan and the federal planning factors found in the FAST Act. ACES may lead to great improvements in safety, transportation choices, and quality of life for Floridians, our visitors, and the Florida economy. Though there is a great deal of speculation and uncertainty of the potential impacts these technologies will have, MPOs need to determine how best to address the challenges and opportunities presented to them by ACES vehicles.

Federal Planning Factors

In December 2015, the Fixing America's Surface Transportation (FAST) Act was signed into law. The FAST act identified the following ten planning factors which have been incorporated into the MPO Planning Process and this UPWP:

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; and,
10. Emphasize the preservation of the existing transportation system

In addition to the planning factors noted above, MAP-21 required that State DOTs and MPOs conduct performance-based planning by tracking performance measures and setting data-driven targets to improve those measures. Performance-based planning ensures the most efficient investment of federal transportation funds by increasing accountability, transparency, and providing for better investment decisions that focus on key outcomes related to seven national goals which include:

- Improving Safety;
- Maintaining Infrastructure Condition;
- Reducing Traffic Congestion;
- Improving the Efficiency of the System and Freight Movement;
- Protecting the Environment; and,
- Reducing Delays in Project Delivery.

The FAST Act supplemented the MAP-21 legislation by establishing timelines for State DOTs and MPOs to comply with the requirements of MAP-21. State DOTs are required to establish statewide targets and MPOs have the option to support the statewide targets or adopt their own. The Collier MPO has chosen to support the statewide targets. The transition to performance-based planning is ongoing and has been addressed within the tasks identified in this UPWP, specifically within the LRTP, the TIP, and the TSPR. The Collier MPO intends to coordinate with FDOT and member agencies to fully comply with the performance-based planning requirements.

ORGANIZATION AND MANAGEMENT OF THE METROPOLITAN PLANNING ORGANIZATION

IDENTIFICATION OF MPO PARTICIPANTS

The Collier MPO is the primary agency responsible for transportation planning in Collier County. The MPO Board consists of nine voting members, representing the county government and three local municipalities, and one non-voting representative from the FDOT. The MPO is a legislative body with the power to develop and adopt plans, and to set priorities for the programming of improvements to the transportation system. The MPO membership includes the following:

COLLIER COUNTY

Commissioner Rick LoCastro, District 1
 Commissioner Andy Solis., District 2
 Commissioner Burt Saunders, District 3
 Commissioner Penny Taylor, District 4
 Commissioner William L. McDaniel, Jr., District 5

CITY OF NAPLES

Councilman Mike McCabe
 Councilman Paul Perry

CITY OF MARCO ISLAND

Councilman Greg Folley

CITY OF EVERGLADES CITY

Councilwoman Elaine Middelstaedt

FLORIDA DEPARTMENT OF TRANSPORTATION

L.K. Nandam, District Secretary, District One

The MPO Board is served by five advisory committees. The advisory committees are summarized as follows:

Technical Advisory Committee (TAC)

The MPO's TAC is composed of technically qualified representatives of agencies responsible for directing, developing and improving the transportation system within the Collier County Metropolitan Planning Area. Committee duties include the coordination of transportation planning and programming activities arising from the review of all transportation technical studies and reports submitted to them.

Citizens Advisory Committee (CAC)

The MPO's CAC is composed of thirteen (13) individuals representing a cross-section of the geographic community and special interests, such as minorities and persons with disabilities. They are recruited to represent the City of Naples, the City of Marco Island, the City of Everglades City and the County Commission Districts of the unincorporated areas of the county. The CAC provides the MPO Board and staff with the citizen's perspective on the multimodal transportation planning process. The CAC is the focal point of the MPO's public involvement process.

Bicycle & Pedestrian Advisory Committee (BPAC)

The MPO's BPAC is composed of eleven (11) at-large voting members representing a wide cross-section of Collier County residents and neighborhoods, bicycle and pedestrian safety professionals, Safe Routes to Schools organizations, transit riders, local bicycle and pedestrian advocacy groups, organizations that encourage active transportation from a community health perspective, and advocates for persons with disabilities and other transportation disadvantaged populations.

The committee is responsible for providing citizen input into the deliberations of bicycle and pedestrian related issues within the community and to advise the MPO on developing a Bicycle and Pedestrian Plan. The BPAC is also involved in recommending priorities for bicycle and pedestrian projects and program implementation.

Congestion Management Committee (CMC)

The CMC serves the MPO in an advisory capacity on technical matters relating to the update of the MPO's Congestion Management System and the coordination of the CMS with the regional ITS architecture. The committee is responsible for creating and amending the Congestion Management Process (CMP) and for prioritizing candidate CMS projects to be funded from the MPO's CMS boxed funds.

Local Coordinating Board for the Transportation Disadvantaged (LCB)

The LCB for the Transportation Disadvantaged (TD) has been appointed by the MPO to carry out the duties described in Rule 41-2, Florida Administrative Code, as an integral part of the TD planning and delivery service program.

The LCB is composed of representatives from various State and local agencies, as well as citizen representatives. A member of the MPO Board is appointed to serve as the LCB's Chairman.

OPERATIONAL PROCEDURES AND BYLAWS

The MPO operates under an adopted set of Bylaws. The MPO Executive Director reports directly to the MPO Board. The additional MPO staff members are Collier County employees pursuant to a staff services agreement. Administrative services are provided by Collier County under the rules and procedures of Collier County and the State of Florida. Annual audits of the MPO Program are performed as part of the single audit process under the direction of the Clerk of Courts Finance Department.

Official records of MPO business are maintained in the MPO Offices located in the Collier County Growth Management Division, 2885 South Horseshoe Drive, Naples, Florida 34104. All MPO records are available for public inspection during normal business hours.

The Collier MPO's operational procedures fully comply with the public records laws and the Sunshine Laws of the State of Florida.

EXECUTED AGREEMENTS

The MPO has various agreements in place with State and local governments and agencies that promote the "3-C" planning process. The following is a list of agreements currently in place:

- Amended and Restated Interlocal Agreement for the Creation of the Collier County MPO – FDOT, City of Naples, City of Marco Island, City of Everglades City, Collier County (2/26/15)
- Metropolitan Planning Organization Agreement – FDOT/MPO (7/1/20) – Agreement for planning funding.
- Staff Services Agreement – MPO/Collier County (5/28/19)
- Lease Agreement – MPO/Collier County (5/28/19)
- Interlocal Agreement – Lee and Collier MPO regional coordination (amended 3/20/09)
- Intergovernmental Coordination and Review (ICAR) and Public Transportation Coordination Joint Participation Agreement – FDOT/MPO/Collier County Airport Authority, Naples Airport Authority/ Southwest Florida Regional Planning Council (11/25/14)
- Public Transportation Joint Participation Agreement – FDOT/MPO (11/10/15)
- Public Transit Grant Agreement – FDOT/MPO (5/6/2019)

These agreements are currently under review and will be updated as appropriate. Current executed agreements can be accessed by visiting the Collier MPO website at <https://www.colliermpo.org/mpo-agreements-resolutions/>.

CERTIFICATIONS AND ASSURANCES

All required certifications and assurances are included in this document in Appendix C.

STATE/FEDERAL PLANNING EMPHASIS AREA MATRIX

The FY 2020/21-2021/22 Federal Planning Factors and FDOT's Planning Emphasis Areas matrix is included in this document in the tables section of this document on page 47.

UPWP TASK OVERVIEW

The FY 2020/21-2021/22 UPWP covers the fiscal years starting July 1, 2020 and ending June 30, 2022. The specific planning activities to be undertaken over the next two years by MPO staff are organized into eight tasks, each of which includes individual activities. A brief overview of each of these tasks is provided below:

1. **Administration**

Administrative tasks provide for the primary management of MPO activities, including but not limited to, staff time to organize and conduct MPO Board and advisory committee meetings, public involvement efforts, and to participate in intergovernmental activities. In addition, this section includes all necessary expenditures to maintain operations, capital expenditures, Federal and State compliance documentation and all fiscally related tasks such as audits, progress reporting, maintenance of financial records, and the preparation of annual administrative reports, such as the UPWP, are also included.

2. **Data Collection / Development**

Task activities in this section includes those needed to monitor and analyze travel behavior and factors affecting travel, such as socio-economic, land use, environmental, air quality, safety, security and freight and transportation system data. Evaluation of the data collected in this section is used for both long and short range planning for the transportation system.

3. **Transportation Improvement Program Maintenance and Development**

This task annually provides for the development of the TIP, a five-year program of transportation improvements. The TIP will be developed in cooperation with FDOT and the local governments. Transportation projects will be drawn from the currently adopted MPO Long Range Transportation Plan to ensure the program's consistency relative to priorities and financial constraints. The prioritization methodology for each State and Federal funding project category will be detailed in the introduction of each pertinent section of the TIP. Regionally significant projects, regardless of funding source, are also included in the Transportation Improvement Program. The TIP also includes a list of multi-modal unfunded State, county and municipal projects that have been prioritized by the MPO Board.

Task activities in this section include establishing project priorities, annually updating the TIP and reviewing transportation plans and reports for use in many other UPWP sections and tasks, including short range planning, the Long Range Transportation Plan (LRTP), Transit Planning, and project planning.

4. **Long Range Planning**

Updates and amendments to the LRTP include multi-modal aspects of transportation planning such as highway planning, transit planning, reviewing enhancement priorities, bicycle/pedestrian programming, and congestion monitoring of the Systems Planning area. This section is intended

UPWP TASK OVERVIEW (cont.)

to work with the other sections of the UPWP in the development, review, amending and updating of the Long Range Transportation Plan.

5. **Special Projects and Systems Planning**

This task includes various recurring and non-recurring planning projects, including bicycle and pedestrian planning support and congestion management planning. Bicycle and Pedestrian planning and support are conducted in order to provide a balanced transportation system to ensure that non-motorized travel options are safe, convenient and offer recreational opportunities. As part of the Congestion Management Process, a recurring Transportation System Performance Report will be completed in the second year of the UPWP.

6. **Transit & Transportation Disadvantaged Planning**

The UPWP addresses the continuing efforts of the Transit Program and Transportation Disadvantaged (TD) Program. Transit support is provided in order to develop the LRTP, TIP and other plans, programs and technical studies relating to public transportation. In addition, planning services are provided to ensure a coordinated Transportation Disadvantaged (TD) Program in Collier County.

7. **Regional Coordination**

This task provides for the creation of a region-wide multimodal transportation planning process in accordance with Federal and State guidelines to ensure the coordination of transportation planning and policy activities in FDOT District One. This includes travel expenditures, room rental, and any other necessary costs for regional planning.

8. **Locally Funded Activities**

This task allows staff to complete requests to prepare resolutions and policy position statements which are not eligible for grant reimbursement. In addition, travel expenses that are not eligible for grant reimbursement will be funded from this task.

TASK 1 ADMINISTRATION

PURPOSE:

To conduct activities (including staff travel and capital expenses) including the development and maintenance of administrative reports and grants contract administration. This task also includes all public involvement activities and administrative support for MPO planning and programs in general, including assistance to Federal, State and local agency staff, as needed. It provides for the administration of the area-wide multimodal transportation planning process in accordance with Federal and State requirements, and for the technical management over each project included in the UPWP.

PREVIOUS WORK:

- Ongoing administrative activities
- Staff support for MPO Board and Committee meetings
- Develop and Update the UPWP
- Update Staff Services Agreement and Lease Agreement
- Public Involvement activities in compliance with the Public Participation Plan
- Procurement Activities
- Quarterly invoicing request
- Monthly invoicing activities
- Update to Public Participation Plan in 2019 and 2020
- Re-designed MPO website
- Strategic Plan and Annual Report

REQUIRED ACTIVITIES:

Activity	Deliverable(s)	Target Date
Administer MPO Governing Board and Advisory Committee meetings.	Agendas, minutes, presentations	Ongoing
Prepare and adopt the two-year UPWP; process modifications and amendments; submit progress reports and invoices	FY 23-24 Adopted UPWP; Progress reports; Invoices	May 2022 Quarterly
Monitor and update the annual Strategic Plan and Annual Report.	Strategic Plan and Annual Report	December - Annually
Provide training for MPO staff and MPO Governing Board members at conferences, workshops, etc. Attend business meetings as required.	Enhanced knowledge of MPO staff and Board members which will assist the MPO planning process; Completed travel forms	As needed
Perform grant and financial tasks including preparing grant agreements, grant compliance tasks, grant reimbursements, timekeeping, inventory, contract management, invoice payment.	Agreements, FDOT audit, payment of invoices	Ongoing

Activity	Deliverable(s)	Target Date
Participate in joint FDOT/MPO annual certification reviews.	Responses to certification questions	March - Annually
Participate in the 2020 Federal Certification review.	Certification	December 2020
Procure services, supplies, and equipment (including computers, iPads, and software purchase and licensing) (RFP's, purchase orders, contracts, etc.). This may include the lease of necessary office equipment (printers, copiers, etc.)	Executed Contracts, work orders, and purchase orders	As needed
Review and maintain existing agreements, by-laws, and COOP. Modify as necessary to stay in compliance with federal/state rules and laws.	Agreements	As needed
Maintain the Public Participation Plan (PPP) and update as necessary. Conduct all activities to maintain compliance with plan including to maintain and update website, legal ads, press releases, etc.	PPP, legal ads, press releases	Ongoing
Public Service Announcement (PSA) or other Safety Campaign. This will be in addition to the MPO's Public Participation Process and will require consultant/ marketing services.	Safety video or material	December 2021
Monitor progress towards goals, including Disadvantaged Business Enterprise (DBE) goals and ensure compliance with DBE policy.	DBE Reports	Annually

RESPONSIBLE AGENCY: Collier MPO, Consultant Services

TASK 2 DATA COLLECTION / DEVELOPMENT

PURPOSE:

Develop and monitor the multimodal transportation system to preserve capacity, maximize personal mobility and freight movement, ensure user safety and system security, and maintain the transportation system's integrity. Evaluate the system's operating efficiency and conditions to assess current needs, validate the long-range transportation planning model by looking at shorter range tasks, project future travel demand, and identify future improvements. Coordination with local agencies, jurisdictions and municipalities when reviewing and updating the forecasts and plans is essential. Update GIS database to address current conditions related, but not limited to: functional classification; roadway network for District One Regional Transportation Demand Model purposes; bicycle & pedestrian facilities inventory; and prepare various overlays for analytical purposes. Coordinate with Collier County staff on use of the County's Interactive Growth Model (CIGM) in analyzing amendments and updates to the Long Range Transportation Plan.

PREVIOUS WORK:

- Developed LRTP map in GIS depicting the land use "vision" including regional transit routes and regional nonmotorized transportation corridors.
- Developed several GIS maps for bike/pedestrian planning activities.
- Updated socio-economic data for amendment to 2040 LRTP.
- Updated socio-economic data and TAZ structures for the 2045 LRTP Update.

REQUIRED ACTIVITIES:

Activity	Deliverable(s)	Target Date
Update TAZs and socioeconomic data through development of 2045 LRTP	Completed data files transmitted to FDOT	March 2021
Consultant services will be required to update the 2045 LRTP Travel Model. Model development is a collaborative process between the MPO and FDOT. Final model documentation must be transmitted to FDOT upon completion and adoption of the LRTP.	Completed data files transmitted to FDOT	March 2021
Coordinate with the County staff on updates to the County Interactive Growth Model (CIGM) so that both entities (County and MPO) are using the most current and accurate TAZ structure and socioeconomic data available	Upon completion and adoption of 2045 LRTP, shared use of updated CIGM TAZ structure and socioeconomic data; followed by periodic updates as needed, prompted either by MPO or County staff analysis, changes in BCC policies, etc.	March 2021 and as needed thereafter

Task 1 - Administration							
Estimated Budget Detail for FY 2021/22							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$305,000	\$0	\$0	\$0	\$0	\$0	\$305,000
Subtotal:	\$305,000	\$0	\$0	\$0	\$0	\$0	\$305,000
B. Consultant Services							
Website maintenance, hosting fees, transcriptionist, etc.	\$2,000	\$0	\$0	\$0	\$0	\$0	\$2,000
Subtotal:	\$2,000	\$0	\$0	\$0	\$0	\$0	\$2,000
C. Travel							
Travel and Professional Development	\$1,000	\$0	\$0	\$0	\$0	\$0	\$1,000
Subtotal:	\$1,000	\$0	\$0	\$0	\$0	\$0	\$1,000
D. Other Direct Expenses							
Building or room Rental/lease	\$14,000	\$0	\$0	\$0	\$0	\$0	\$14,000
Insurance	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000
Cellular Telephone Access and expenses	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,500
General Copying Expenses, equipment lease, software purchase, printing charges, repairs and maintenance	\$9,000	\$0	\$0	\$0	\$0	\$0	\$9,000
General Office Supplies	\$3,000	\$0	\$0	\$0	\$0	\$0	\$3,000
Legal Advertising	\$2,000	\$0	\$0	\$0	\$0	\$0	\$2,000
Motor Pool Rental and Car Maintenance /expenses	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
Postage, business reply permit, freight expenses, etc.	\$1,200	\$0	\$0	\$0	\$0	\$0	\$1,200
Telephone Access, expenses and system maintenance	\$500	\$0	\$0	\$0	\$0	\$0	\$500
Subtotal:	\$42,200	\$0	\$0	\$0	\$0	\$0	\$42,200
Total:	\$350,200	\$0	\$0	\$0	\$0	\$0	\$350,200

TASK 2 DATA COLLECTION / DEVELOPMENT

PURPOSE:

Develop and monitor the multimodal transportation system to preserve capacity, maximize personal mobility and freight movement, ensure user safety and system security, and maintain the transportation system's integrity. Evaluate the system's operating efficiency and conditions to assess current needs, validate the long-range transportation planning model by looking at shorter range tasks, project future travel demand, and identify future improvements. Coordination with local agencies, jurisdictions and municipalities when reviewing and updating the forecasts and plans is essential. Update GIS database to address current conditions related, but not limited to: functional classification; roadway network for District One Regional Transportation Demand Model purposes; bicycle & pedestrian facilities inventory; and prepare various overlays for analytical purposes. Coordinate with Collier County staff on use of the County's Interactive Growth Model (CIGM) in analyzing amendments and updates to the Long Range Transportation Plan.

PREVIOUS WORK:

- Developed LRTP map in GIS depicting the land use "vision" including regional transit routes and regional nonmotorized transportation corridors.
- Developed several GIS maps for bike/pedestrian planning activities.
- Updated socio-economic data for amendment to 2040 LRTP.
- Updated socio-economic data and TAZ structures for the 2045 LRTP Update.

REQUIRED ACTIVITIES:

Activity	Deliverable(s)	Target Date
Update TAZs and socioeconomic data through development of 2045 LRTP	Completed data files transmitted to FDOT	March 2021
Consultant services will be required to update the 2045 LRTP Travel Model. Model development is a collaborative process between the MPO and FDOT. Final model documentation must be transmitted to FDOT upon completion and adoption of the LRTP.	Completed data files transmitted to FDOT	March 2021
Coordinate with the County staff on updates to the County Interactive Growth Model (CIGM) so that both entities (County and MPO) are using the most current and accurate TAZ structure and socioeconomic data available	Upon completion and adoption of 2045 LRTP, shared use of updated CIGM TAZ structure and socioeconomic data; followed by periodic updates as needed, prompted either by MPO or County staff analysis, changes in BCC policies, etc.	March 2021 and as needed thereafter

Activity	Deliverable(s)	Target Date
Coordinate with County staff on the County's Crash Data Management System (CDMS) so that both entities (County and MPO) are using the most current and accurate crash data available	Updated CDMS upon completion and adoption of Transportation System Performance Report and Action Plan; periodic updates as needed, prompted either by MPO or County staff analysis,	March 2021 and as needed thereafter
Perform data collection and analysis to implement Transportation System Performance Report, for example - collect traffic counts of turning movements at congested intersections, analyze and report on LOS	data collection, database development and management, analysis, reports and presentations, maps and other graphics	June 2022 and as needed thereafter
Review and provide travel demand model information such as Annual Average Daily Traffic (AADT) and volume-to-capacity ratios for planning documents, other agency and citizen's requests	responses to questions from planning partners, citizen's including reports, maps, graphics	As needed
Prepare and maintain GIS files, prepare and maintain maps	responses to questions from planning partners, citizen's including reports, maps, graphics	As needed
Participate in 2020 US Census as needed; review preliminary data releases and reports	Briefings for advisory committees, MPO Board and postings to website for general public information	As needed
Coordinate with County and Municipalities to review and comment on Local policy issues, such as Land Development Code and Growth Management Plan regulations as it relates to the Long Range Transportation Plan.	Responses to request for comments	As needed
Continue coordination with jurisdictions, agencies and municipalities within Collier County and adjacent to Collier County on community master plans, transportation system plans, multi-modal mobility plans, Local Road Safety Plan etc. and the data used to update and maintain such information.	Response to comments as requested	As needed

RESPONSIBLE AGENCY: Collier MPO, Consultant Services

Task 2 - Financial Tables

Task 2 - DATA COLLECTION/DEVELOPMENT Estimated Budget Detail for FY 2020/21							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Subtotal:	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
B. Consultant Services							
Contract/Consultant Services	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Subtotal	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Total:	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000

Task 2 - DATA COLLECTION/DEVELOPMENT Estimated Budget Detail for FY 2021/22							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Subtotal:	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
B. Consultant Services							
Contract/Consultant Services	\$1,000	\$0	\$0	\$0	\$0	\$0	\$1,000
Subtotal	\$1,000	\$0	\$0	\$0	\$0	\$0	\$1,000
Total:	\$11,000	\$0	\$0	\$0	\$0	\$0	\$11,000

TASK 3 TIP MONITORING AND DEVELOPMENT

PURPOSE:

Develop Multimodal Transportation Improvement Programs (TIP) for FY 2021/2022-2025/2026 and FY 2022/23-2026/27 that identify all Federal, State, and locally funded transportation improvements consistent with the requirements of Federal and State laws. Coordinate with FDOT and member agencies to address integration of MAP-21 and FAST Performance Management Measures in the TIP. This section also includes transportation system planning tasks related to contingency of operations and short-range transportation planning and programming.

PREVIOUS WORK:

- Coordinated with agencies and jurisdictions on transportation plans and programs.
- Annual preparation of TIP and TIP amendments.
- Annual list of project priorities for inclusion in the TIP.

REQUIRED ACTIVITIES

Activity	Deliverable(s)	Target Date
Develop annual project priorities identifying unfunded highway, transit, bicycle and pedestrian, planning and congestion management projects that are prioritized by the MPO. This activity includes review of applications and associated activities.	Submitted applications to FDOT Annual Project Priority Lists	February – Annually June – Annually
Review FDOT Draft Tentative Work Program and Tentative Work Program for consistency with the LRTP and adopted priorities of the MPO Board	Review letter if necessary	Annually
Prepare and adopt the TIP. This includes coordinating all efforts with FDOT, local agencies, jurisdictions and the STIP.	Adopted TIP	June – 2021 June - 2022
Prepare and process any requested amendments. This includes reviewing amendments for consistency with the TIP and LRTP.	Transmitted amendment packages	As needed
Coordinate with FDOT and member agencies to address integration of FAST Performance Management Measures in performance based planning.	Transmitted adopted performance measures	Annually

RESPONSIBLE AGENCY: Collier MPO

Task 3 - Financial Tables

Task 3 - TIP							
Estimated Budget Detail for FY 2020/21							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Subtotal:	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Total:	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000

Task 3 - TIP							
Estimated Budget Detail for FY 2021/22							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
Subtotal:	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
Total:	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000

TASK 4 LONG RANGE PLANNING

PURPOSE:

To finalize the update to the 2045 Long Range Transportation Plan and to continue to evaluate plans and programs for consistency with the 2040 Long Range Transportation Plan (LRTP) during development of the plan. FAST Act Performance measures will be integrated into the 2045 LRTP as required. This task will work in coordination with other tasks throughout the UPWP, including Administration, Data Collection/Development, and Transit and Transportation Disadvantaged.

PREVIOUS WORK:

- Amendment to the 2040 LRTP which reallocated socio-economic data, added a project to the needs network and reallocated funding to projects on the cost feasible plan.
- Public Involvement Plan for the 2045 LRTP.
- Prepared and advertised the first survey for the 2045 LRTP.
- 2045 Existing + Committed network data for Collier MPO area
- Updates socio-economic data and TAZ structures for the 2045 LRTP update
- Began drafting chapters of elements for inclusion in the 2045 LRTP, including ACES and resiliency.

REQUIRED TASKS:

Review projects and studies as needed for consistency with MPO plans.	Consistency letter	As needed
Continue to incorporate the Efficient Transportation Decision Making (ETDM) Process into the Long Range Multimodal transportation planning process. Continue to work with FDOT to review projects for the ETDM process as they relate to LRTP projects and priorities and to provide project specific comments as part of the ETDM process. Review purpose and needs statements for projects and provide comments.	Recommendations or comments	As needed
Attend meetings and participate on committees of FDOT District 1 Regional Transportation/Planning Model (RPM) Coordinating Committee, GIS Users Groups, Florida Standard Urban Transportation Model Structure	Working knowledge of the FSUTMS model which will help The MPO address requests for information related to the model; Attendance and participation at meetings/ Travel Forms	As needed

(FSUTMS) Users Groups, and others as needed. Participate in FSUTMS training.		
Continue to execute the Public Participation Plan for the 2045 LRTP	Public meetings, surveys, website postings, summary included in 2045 LRTP All feedback received through the public participation process will enhance the 2045 LRTP.	December 2020
Prepare revenue projections for the 2045 LRTP	Revenue Projections	December 2020
Incorporate Transportation Performance Measures into 2045 LRTP. Monitor and report on targets upon request by FDOT.	Appendix or element included in 2045 LRTP	December 2020 As needed
Develop alternatives for the 2045 Needs Plan	Adopted 2045 Needs Plan	September 2020
Develop alternatives for 2045 Cost Feasible Plan	Adopted 2045 Cost Feasible Plan	October 2020
Develop the draft and final 2045 LRTP	Draft 2045 LRTP Adopted 2045 LRTP	November 2020 December 2020
Participate in freight planning, including updates to the regional freight plan, participation in various freight committees, and coordination with freight stakeholder	Enhanced freight planning for the 2045 LRTP; Attendance at meetings, Agendas, Travel Forms	As needed
Participate in on-going studies related to climate change and vulnerability	Attendance at meetings/ Maps and graphics related to resiliency for the 2045 LRTP	As needed
Begin preliminary data collection efforts for 2050 LRTP and prepare scope of services.	Completed base year data submitted to FDOT; Completed Scope of Services	June 2022

RESPONSIBLE AGENCY: Collier MPO, Consultant Services

Task 4 - Long Range Planning Estimated Budget Detail for FY 2020/21							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5305	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
Subtotal:	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
B. Consultant Services							
2045 LRTP	\$20,000	\$120,000	\$0	\$0	\$0	\$0	\$140,000
Subtotal:	\$20,000	\$120,000	\$0	\$0	\$0	\$0	\$140,000
Total:	\$55,000	\$120,000	\$0	\$0	\$0	\$0	\$175,000

Task 4 - Financial Tables

Task 4 - Long Range Planning Estimated Budget Detail for FY 2021/22							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5305	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Subtotal:	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
B. Consultant Services							
2045 LRTP	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
2050 LRTP	\$36,373	\$24,615	\$0	\$0	\$0	\$0	\$60,988
Subtotal:	\$41,373	\$24,615	\$0	\$0	\$0	\$0	\$65,988
Total:	\$71,373	\$24,615	\$0	\$0	\$0	\$0	\$95,988

TASK 5 SPECIAL PROJECTS AND SYSTEMS PLANNING

PURPOSE:

To complete various recurring and non-recurring planning projects. These projects will assist in providing a balanced, multimodal transportation system.

PREVIOUS WORK:

- Annual Work Program priorities for construction of new sidewalks, pathways and bike lanes.
- Served as liaison to FDOT to communicate the need for bicycle and pedestrian facilities on State roads.
- Began first Transportation System Performance Report. This report continues into this UPWP for completion and will become recurring every two years.
- Began Local Road Safety Plan, which will continue into this UPWP for completion.

REQUIRED TASKS:

Activity	Deliverable(s)	Target Date
Participate in special events that promote bicycle/pedestrian activities and safety education.	Attendance and participation, noted on progress reports, travel forms if outside of county	As needed
Participate in meetings/workshops related to bicycle/pedestrian initiatives, including those hosted by FDOT, FHWA, CTST, Naples Pathway Coalition, Blue Zones, Healthy Community Coalition of Collier County, and other agencies.	Regional cooperation and coordination; Enhanced knowledge of MPO staff and understanding of best practices Attendance and participation, noted on progress reports, travel forms if outside of county	Ongoing
Coordinate with FDOT and local governments to ensure that roadway expansion and retrofit projects work towards meeting the bicycle/pedestrian goals identified in the Bicycle and Pedestrian Master Plan.	Comments on projects	As needed
Attend and participate in workshops and seminars sponsored by FHWA, FDOT and other professional organizations as appropriate	Enhanced knowledge of MPO staff and understanding of best practices; Attendance and participation, noted on	As needed

Activity	Deliverable(s)	Target Date
	progress reports, travel forms if outside of county	
Maintain and update the Bicycle Pedestrian Master Plan	Bicycle Pedestrian Master Plan	As needed
Coordinate with Lee MPO to maintain the Non-Motorized element of the Regional Transportation Network	Regional Non-motorized Transportation Network	As needed
Analyze bike/ped facilities and crashes	Crash Data	As needed
Review Safe Routes to School Program applications and prepare letter of support	Support letter	As needed
Coordinate with MPO member governments and School District regarding data collection activities to quantify number of bicyclists and pedestrians at specific locations around Collier County.	Data collected	As needed
Maintain and update the Collier Bicycle/Pedestrian Facility Map	Bicycle/Pedestrian Map	As needed
Coordinate with FDOT and member agencies to address continued integration of Performance Management measures into Bicycle and Pedestrian Planning and Congestion Management Planning	Compliance with Federal Requirements	As Determined by FDOT
Review and update the Congestion Management Process	Congestion Management Process	June 2022
Complete first biennial Transportation System Performance Report	Completed TSPR	December 2020
Attend Lee TMOC and Collier/Lee/Charlotte TIM Team to the extent feasible	Attendance and Participation, noted on progress report	Ongoing
Attend and participate in technical meetings and workshops related to the CMC, CMP and congestion relief strategies	Attendance and Participation, noted on progress report	As needed
Complete a Local Road Safety Plan	Completed LSPR	September 2021
Facilitate “best practices” approach for incorporating CMP measures into existing plans and programs, including preliminary engineering, traffic simulation modeling, and project prioritization.	Comments provided on plans and programs as requested	As needed

RESPONSIBLE AGENCY: Collier MPO, Consultant Services

Task 5 – Financial Tables

Task 5 – Special Projects & Systems Planning Estimated Budget Detail for FY 2020/21							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
Subtotal:	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
B. Consultant Services							
Transportation System Performance Report/Congestion Management Process	\$78,285	\$0	\$0	\$0	\$0	\$0	\$78,285
Local Road Safety Plan	\$0	\$65,000	\$0	\$0	\$0	\$0	\$65,000
Subtotal:	\$78,285	\$65,000	\$0	\$0	\$0	\$0	\$143,285
Total:	\$123,285	\$65,000	\$0	\$0	\$0	\$0	\$188,285

Task 5 – Special Projects & Systems Planning Estimated Budget Detail for FY 2021/22							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5305	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
Subtotal:	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
B. Consultant Services							
Transportation System Performance Report/Congestion Management Process	\$77,285	\$0	\$0	\$0	\$0	\$0	\$77,285
Subtotal:	\$77,285	\$0	\$0	\$0	\$0	\$0	\$77,285
Total:	\$112,285	\$0	\$0	\$0	\$0	\$0	\$112,285

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	December 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 Regional Fares/Services study which was included as a part of the TDP major update.	Completed study	June 2023
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 2022
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

The following table is shown for illustration purposes only. The table shown for FY 15/16-17/18 is intended to provide a summary of the three-year grant agreement that has spanned over several UPWPs. The funding has already been spent. A portion of this funding was considered carryforward funding to close out consultant services (\$142,069) in this UPWP and has not changed. The remaining funding will not be added to the summary tables as it is not new revenue. This will be the last report on this grant.

Task 6 Transit & TD Planning				
Budget Detail for 15/16 17/18				
Budget Category & Description	FTA 5305	FTA State Match	FTA Local Match	Total
A. Personnel Services				
MPO staff salaries, fringe benefits, and other deductions	\$71,423	\$9,085	\$9,085	\$89,593
Subtotal:	\$71,423	\$9,085	\$9,085	\$89,593
B. Consultant Services				
Transit Impact Analysis	\$98,432	\$12,304	\$12,304	\$123,040
Park and Ride Study	\$47,920	\$5,990	\$5,990	\$59,900
TDP Major Update	\$43,200	\$5,400	\$5,400	\$54,000
CAT Fare Analysis	\$55,975	\$6,998	\$6,997	\$69,970
Website	\$1,102	\$138	\$138	\$1,378
Subtotal:	\$246,629	\$30,830	\$30,829	\$308,288
C. Travel				
MPO Staff and PTNE staff attendance at training and conferences	\$15,671	\$1,802	\$1,802	\$19,275
Subtotal:	\$15,671	\$1,802	\$1,802	\$19,275
D. Other Direct Expenses				
Legal Ads	\$0	\$0	\$0	\$0
Fed Ex/ Postage	\$280	\$35	\$35	\$350
Office Supplies	\$1,601	\$200	\$200	\$2,001
Subtotal:	\$1,881	\$235	\$235	\$2,351
Total:	\$335,604	\$41,952	\$41,951	\$419,507

Task 6 Transit & TD Planning				
Estimated Budget Detail for FY 18/19				
Budget Category & Description	FTA 5305 FY 18/19	FTA State Match FY 18/19	FTA Local Match FY 18/19	Total
A. Personnel Services				
MPO staff salaries, fringe benefits, and other deductions	\$21,504	\$2,688	\$2,688	\$26,880
Subtotal:	\$21,504	\$2,688	\$2,688	\$26,880
B. Consultant Services				
Park and Ride Study	\$48,000	\$6,000	\$6,000	\$60,000
TDP Major Update	\$45,916	\$5,739	\$5,739	\$57,394
Subtotal:	\$93,916	\$11,739	\$11,739	\$117,394
C. Travel				
MPO Staff and PTNE staff attendance at training and conferences	\$0	\$0	\$0	\$0
Subtotal:	\$0	\$0	\$0	\$0
D. Other Direct Expenses				
Legal Ads	\$0	\$0	\$0	\$0
Website	\$0	\$0	\$0	\$0
Fed Ex/ Postage	\$80	\$10	\$10	\$100
Office Supplies	\$400	\$50	\$50	\$500
Subtotal:	\$480	\$60	\$60	\$600
Total:	\$115,900	\$14,487	\$14,487	\$144,874

The funding shown for FY 18/19 has been separated for accounting purposes. This grant is current and will be closed out on 6/31/21.

Task 6 – Transit & TD Planning Estimated Budget Detail for FY 2020/21								
	FTA 5305 Carry Forward							
Budget Category & Description	FTA 5305 Carryforward	State Match	Local Match	FTA 5307 FFY 19	FTA 5305 20/21	Trans. Disad.	Total	5305 20% FY 20/21 Soft Match (TDC)
A. Personnel Services								
MPO staff salaries, fringe benefits, and other deductions	\$45,728	\$5,715	\$5,715	\$0	\$58,924	\$21,156	\$137,238	\$14,731
Subtotal:	\$45,728	\$5,715	\$5,715	\$0	\$58,924	\$21,156	\$137,238	\$14,731
B. Consultant Services								
TDP Major Update	\$30,037	\$3,755	\$3,755	\$0	\$0	\$0	\$37,547	\$0
Regional Fares and Service Study	\$0	\$0	\$0	\$0	\$58,984	\$0	\$58,984	\$14,746
Comprehensive Operational Analysis	\$36,000	\$4,500	\$4,500	\$93,559	\$0	\$0	\$138,559	\$0
Subtotal:	\$66,037	\$8,255	\$8,255	\$93,559	\$58,984	\$0	\$235,090	\$14,746
C. Travel								
MPO Staff and PTNE staff attendance at training and conferences	\$4,819	\$602	\$602	\$0	\$9,600	\$2,000	\$17,623	\$2,400
Subtotal:	\$4,819	\$602	\$602	\$0	\$9,600	\$2,000	\$17,623	\$2,400
D. Other Direct Expenses								
Legal Ads	\$0	\$0	\$0	\$0	\$0	\$2,760	\$2,760	\$0
Website	\$240	\$30	\$30	\$0	\$0	\$0	\$300	\$0
Fed Ex/Postage	\$120	\$15	\$15	\$0	\$120	\$1,100	\$1,370	\$30
Office Supplies	\$1,643	\$206	\$206	\$0	\$400	\$0	\$2,455	\$100
Subtotal:	\$2,003	\$251	\$251	\$0	\$520	\$3,860	\$6,885	\$130
Total:	\$118,587	\$14,823	\$14,823	\$93,559	\$128,028	\$27,016	\$396,836	\$32,007

Soft Match – Soft Match is not considered to be MPO revenue and is not calculated into the total project cost. FY 20/21 5305 match has been revised to reflect changing the match source from 10% local and 10% state funded match to 20% Transportation Development Credits.

Task 6 – Transit & TD Planning				
Estimated Budget Detail for FY 21/22				
Budget Category & Description	FTA 5305	Trans. Disad.	Total	FTA 5305 FY 21/22 Soft Match
A. Personnel Services				
MPO staff salaries, fringe benefits, and other deductions	\$64,000	\$22,036	\$86,036	\$16,000
Subtotal:	\$64,000	\$22,036	\$86,063	\$16,000
B. Consultant Services				
Regional Fares and Service Study	\$49,995	\$0	\$49,995	\$12,499
Subtotal:	\$49,995	\$0	\$49,995	\$12,499
C. Travel				
MPO Staff and PTNE staff attendance at training and conferences	\$9,600	\$2,000	\$11,600	\$2,400
Subtotal:	\$9,600	\$2,000	\$11,600	\$2,400
D. Other Direct Expenses				
Legal Ads	\$0	\$2,760	\$2,760	\$0
Website	\$240	\$0	\$240	\$60
Fed Ex/ Postage	\$80	\$1,110	\$1,180	\$20
Office Supplies	\$800	\$0	\$800	\$200
Subtotal:	\$1,120	\$3,870	\$4,990	\$280
Total:	\$124,715	\$27,906	\$152,621	\$31,179

Soft Match – Soft Match is not considered to be MPO revenue and is not calculated into the total project cost. FY 21/22 5305 match has been revised to reflect changing the match source from 10% local and 10% state funded match to 20% Transportation Development Credits.

TASK 7 REGIONAL COORDINATION

PURPOSE:

Provide for the continuation of a region-wide multimodal transportation planning process in accordance with Federal and State guidelines. To provide training to MPO staff, Board members and advisory committee members to support transportation planning and policy activities in the region.

PREVIOUS WORK:

- Represented the MPO at local, regional, State and Federal meetings, including quarterly Metropolitan Planning Organization Advisory Council (MPOAC) meetings and Coordinated Urban Transportation Studies (CUTS) meetings.
- Submitted freight projects to MPOAC for prioritization.
- Attendance at Lee MPO TAC and TMOC meetings.
- Conducted Joint Lee/Collier BPAC, CAC, TAC and MPO meets as needed.
- Updated Joint TRIP priorities and regional priorities with Lee County and submitted to FDOT.

REQUIRED ACTIVITIES:

Activity	Deliverable(s)	Target Date
Staff and MPO Board participation in MPOAC meetings and workshops, including freight meetings, noteworthy practices meetings, and MPOAC weekend institute for Governing Board members	Regional Coordination; Attendance, travel forms, progress reports	Ongoing
Staff participation in CUTS meetings	Regional Coordination; Attendance and participation, travel forms	Quarterly
Participation in Lee MPO TAC, BPAC, and TMOC meetings	Regional Coordination; Attendance and participation	Monthly, bi-monthly
Monitoring of and continued participation in statewide plans and programs, including but not limited to FTP, SIS, and Vision Zero	Regional Coordination and enhanced knowledge of statewide plans and programs; Attendance and participation, travel forms	As needed
Attendance at state and local conferences/meetings on Collier MPO related issues provided by FDOT, FHWA, NHI, USDOT, NTI, etc.	Regional Coordination and enhanced MPO staff knowledge; Attendance and participation, travel forms	As needed
Monitor and update joint priorities (TRIP, SIS, enhancement, non-motorized) as necessary. Ranks and priorities for funding.	Approved joint priorities	June - Annually (as requested by FDOT)

Activity	Deliverable(s)	Target Date
Analysis of State and Federal laws and regulations for MPOs, committees and local government officials to aid them in the application of regional transportation policy strategies.	Update of laws and regulations as needed	As needed
Coordinate with municipalities to review local plans for consistency with MPO plans.	Provided comments	As needed
Participate in regional freight workshops and seminars	Regional coordination and enhanced system connectivity planning; Attendance and participation	As needed

RESPONSIBLE AGENCY: Collier MPO

Task 7 - Financial Tables

Task 7- Regional Coordination Estimated Budget Detail for FY 2020/21							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$24,000	\$0	0	0	0	0	\$24,000
Subtotal:	\$24,000	\$0	\$0	\$0	\$0	\$0	\$24,000
B. Travel							
Travel to MPOAC and any other out of county activities as necessary	\$7,000	\$0	\$0	\$0	\$0	\$0	\$7,000
Subtotal:	\$7,000	\$0	\$0	\$0	\$0	\$0	\$7,000
Total:	\$31,000	\$0	\$0	\$0	\$0	\$0	\$31,000

Task 7- Regional Coordination Estimated Budget Detail for FY 2021/22							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$15,000	\$0	0	0	0	0	\$15,000
Subtotal:	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
B. Travel							
Travel to MPOAC and any other out of county activities as necessary	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
Subtotal:	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
Total:	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000

TASK 8 LOCALLY FUNDED ACTIVITIES

PURPOSE:

To cover any MPO expenses deemed not eligible or reimbursable by FHWA PL, TD or FTA Section 5305(d) funding.

PREVIOUS WORK:

- Reimbursement of travel and training expenses not eligible for reimbursement from the FHWA PL, TD or FTA Section 5305(d) Grants, particularly Class C travel expenses.
- Payment for staff time to attend safety training and HR training required by Collier County.

REQUIRED TASKS:

Activity	Deliverable(s)	Target Date
Prepare resolutions and policy positions	Resolutions and policies	As needed
Attend training and travel not eligible for grant reimbursement (i.e. Class C Travel)	Travel Form	As needed
Participate in Collier County required Safety and HR training courses	HR maintained log of courses	As needed
Payment of any shortfall of consultant or personnel costs.	Paid invoices	As needed

RESPONSIBLE AGENCY: Collier MPO

Task 8 - Financial Tables

Task 8 - Locally Funded Activities Estimated Budget Detail for FY 2020/21								
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Other	Total
A. Miscellaneous Expenses								
Resolutions and policy positions, travel, membership dues, and any other expenses not eligible for grant reimbursement	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$8,000
Total:	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$8,000

Task 8 - Locally Funded Activities Estimated Budget Detail for FY 2021/22								
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Other	Total
A. Miscellaneous Expenses								
Resolutions and policy positions, travel, membership dues, and any other expenses not eligible for grant reimbursement	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$8,000
Total:	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$8,000

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	\$ 314,200			\$ -	\$ 85,528	\$ -	\$ -	\$ -	\$ 473,316	\$ 48,000
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	\$ 113,285	\$ 65,000		\$ -	\$ 41,527	\$ -	\$ -	\$ -	\$ 229,812	\$ 143,285
6	Transit and Transportation Disadvantaged				\$ 93,559	\$ 476,170	\$ 32,007	\$ 43,517	\$ 43,517	\$ 27,016	\$ 715,786	\$ 263,168
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	\$ 212,216	\$ 43,517	\$ 51,517	\$ 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	\$ 212,216	\$ 43,517	\$ 51,517	\$ 27,016	\$ 1,721,068	\$ 609,453

	FHWA PL	FHWA SU	FDOT	FTA 5305	FTA 5307	TD Trust	Collier Co.	Naples	Everglades	Marco Is.	Total
State Support/Match for MPO (1)	\$ -		\$ 212,216	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 212,216
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 (2)	\$ -		\$ 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	\$ 255,733	\$ 476,170	\$ 93,559	\$ 27,016	\$ 32,198	\$ 12,879	\$ -	\$ 6,440	\$ 1,721,068

(1) For FY 2020/2021, FDOT will "soft match" the MPP/PL Funds and 5305 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 for FDOT cash match and local match represents the cash match for 5305 carryforward funding.

* 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 FY 20/21	State TD Trust	Local Funding	Total
								Federal	State	Local				
1	Administration	\$ 73,588	\$ 314,200		\$ 85,528	\$ 387,788			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 473,316
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	\$ 113,285	\$ 65,000	\$ 41,527	\$ 188,285			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 229,812
6	Transit and Transportation Disadvantaged				\$ 32,007	\$ -	\$ 93,559	\$ 348,142	\$ 43,517	\$ 43,517	\$ 128,028	\$ 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	\$ 212,216	\$ 817,073	\$ 93,559	\$ 348,142	\$ 43,517	\$ 43,517	\$ 128,028	\$ 27,016	\$ 8,000	\$ 1,721,068
	State Support/Match for MPO (1)	\$ -	\$ -	\$ -	\$ 212,216	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		\$ 212,216
	State and Local Support for FTA Program (2)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		\$ -		\$ -
	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	\$ 212,216	\$ 817,073	\$ 93,559	\$ 348,142	\$ 43,517	\$ 43,517	\$ 128,028	\$ 27,016	\$ 8,000	\$ 1,721,068

TABLE 3 – FY 2021/22 AGENCY PARTICIPATION

Task #	Task Description	FHWA (PL)	FHWA (SU)	FTA Section 5305	FDOT Soft Match	Local	TD Trust	Total	Amount to Consultant
1	Administration	\$ 350,200		\$ -	\$ 77,238	\$ -	\$ -	\$ 427,438	\$ 2,000.00
2	Data Collection/ Development	\$ 11,000		\$ -	\$ 2,426	\$ -	\$ -	\$ 13,426	\$ 1,000.00
3	Transportation Improvement Program (TIP)	\$ 40,000		\$ -	\$ 8,822	\$ -	\$ -	\$ 48,822	
4	Long Range Planning	\$ 71,373	\$ 24,615	\$ -	\$ 15,742	\$ -	\$ -	\$ 111,730	\$ 65,988.00
5	Special Projects and Systems Planning	\$ 112,285		\$ -	\$ 24,765	\$ -	\$ -	\$ 137,050	\$ 77,285.00
6	Transit and Transportation Disadvantaged	\$ -		\$ 124,715	\$ 31,179		\$ 27,906	\$ 183,800	\$ 49,995.00
7	Regional Coordination	\$ 20,000		\$ -	\$ 4,411	\$ -	\$ -	\$ 24,411	
8	Locally Funded Activities	\$ -		\$ -	\$ -	\$ 8,000		\$ 8,000	
	Total fiscal year 2021/22 funds for all tasks	\$ 604,858	\$ 24,615	\$ 124,715	\$ 164,583	\$ 8,000	\$ 27,906	\$ 954,677	\$ 196,268.00
	Total De-obligation from prior fiscal years	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	Total cost, including carryover, for all tasks	\$ 604,858	\$ 24,615	\$ 124,715	\$ 164,583	\$ 8,000	\$ 27,906	\$ 954,677	\$ 196,268.00

	FHWA	FDOT	FTA 5305	TD Trust	Collier Co.	Naples	Everglades	Marco Is.	Total
State Support/Match for MPO (1)	\$ -	\$ 164,583	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164,583
FY 2021/22 Funding	\$ 629,473	\$ -	\$ 124,715	\$ 27,906	\$ -	\$ -	\$ -	\$ -	\$ 782,094
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	\$ 629,473	\$ 164,583	\$ 124,715	\$ 27,906	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 954,677

- (1) For FY 2021/2022, FDOT will "soft match" the MPP/PL and 5305 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.

TABLE 4 – FY 2021/22 FUNDING SOURCE

Task #	Task Description	FHWA PL Federal	FHWA SU	FDOT Soft Match	Total Federal Funding	FTA 5305 FY 21/22	State TD Trust	Local Funding	Total
1	Administration	\$ 350,200		\$ 77,238	\$ 350,200	\$ -	\$ -	\$ -	\$ 427,438
2	Data Collection/Development	\$ 11,000		\$ 2,426	\$ 11,000	\$ -	\$ -	\$ -	\$ 13,426
3	Transportation Improvement Program (TIP)	\$ 40,000		\$ 8,822	\$ 40,000	\$ -	\$ -	\$ -	\$ 48,822
4	Long Range Planning	\$ 71,373	\$ 24,615	\$ 15,742	\$ 95,988	\$ -	\$ -	\$ -	\$ 111,730
5	Special Projects and Systems Planning	\$ 112,285		\$ 24,765	\$ 112,285	\$ -	\$ -	\$ -	\$ 137,050
6	Transit and Transportation Disadvantaged	\$ -		\$ 31,179	\$ -	\$ 124,715	\$ 27,906	\$ -	\$ 183,800
7	Regional Coordination	\$ 20,000		\$ 4,411	\$ 20,000	\$ -	\$ -	\$ -	\$ 24,411
8	Locally Funded Activities	\$ -		\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	Total fiscal year 2019/20 funds for all tasks	\$ 604,858	\$ 24,615	\$ 164,583	\$ 629,473	\$ 124,715	\$ 27,906	\$ 8,000	\$ 954,677
	State Support/Match for MPO	\$ -		\$ 164,583	\$ -	\$ -	\$ -	\$ -	\$ 164,583
	FY 2021/22 Funding	\$ 604,858	\$ 24,615	\$ -		\$ 124,715	\$ 27,906		\$ 782,094
	FY 2021/22 Local Funding	\$ -		\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	PL Roll Forward from Prior Fiscal Year	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total cost, including carryover, for all tasks	\$ 604,858	\$ 24,615	\$ 164,583	\$ -	\$ 124,715	\$ 27,906	\$ 8,000	\$ 954,677

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 A – COMMONLY USED ACRONYMS

Acronym	Full Name
AADT	Annual Average Daily Traffic
ADA	Americans with Disability Act
AMPO	Association of Metropolitan Planning Organizations
ARRA	American Recovery and Reinvestment Act
AASHTO	American Association of State Highway and Transportation Officials
AUIR	Annual Update and Inventory Report
BCC	Board of County Commissioners
BPAC	Bicycle & Pedestrian Advisory Committee
CAC	Citizens Advisory Committee
CAT	Collier Area Transit
CEMP	County Emergency Management Plan
CFR	Code of Federal Regulations
CIA	Community Impact Assessment
CIE	Capital Improvement Element
CIGM	Collier Inter-Active Growth Model
CIP	Capital Improvement Program
CMC	Congestion Management Committee
CMP	Congestion Management Process
CMS	Congestion Management System
COA	Comprehensive Operational Analysis
COOP	Continuity of Operations Plan
CORSIM	Corridor Simulation
CR	County Road
CRA	Community Redevelopment Agency
CTC	Community Transportation Coordinator
CTD	(Florida) Commission for the Transportation Disadvantaged
CTST	Community Traffic Safety Team
CUTR	Center for Urban Transportation Research
CUTS	Coordinated Urban Transportation Studies
DBE	Disadvantaged Business Enterprise
DOPA	Designated Official Planning Agency
DRI	Development of Regional Impact
EAR	Evaluation and Appraisal Report
EMS	Emergency Medical Services
ETAT	Environmental Technical Advisory Team
ETDM	Efficient Transportation Decision Making
F.A.C.	Florida Administrative Code
FAP	Federal Aid Program
FAST	Fixing America's Surface Transportation
FDOT	Florida Department of Transportation
FHREDI	Florida's Heartland Rural Economic Development Initiative

COMMONLY USED ACRONYMS

Acronym	Full Name
FHWA	Federal Highway Administration
FM	Financial Management
FS	Florida Statutes
FSUTMS	Florida Standard Urban Transportation Model Structure
FTA	Florida Transit Administration
FTP	Florida Transportation Plan
FY	Fiscal Year
GIS	Geographical Information System
ICAR	Intergovernmental Coordination and Review
ICE	Intergovernmental Coordination Element
IJR	Interchange Justification Report
IT	Information Technology
ITS	Intelligent Transportation Systems
JARC	Job Access Reverse Commute
JPA	Joint Participation Agreement
LAP	Local Agency Program
LCB	Local Coordinating Board for the Transportation Disadvantaged
LEP	Limited English Proficiency
LinC	Lee in Collier Transit Service
LOS	Level of Service
LRTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21st Century
MMP	Master Mobility Plan
MMTPP	Metropolitan Multimodal Transportation Planning Process
MPO	Metropolitan Planning Organization (includes references to the organization, MPO Board, Staff and Committees)
MPOAC	Metropolitan Planning Organization Advisory Council
MPP	Metropolitan Planning Program
NTD	National Transit Database
PD&E	Project Development & Environment
PEA	Planning Emphasis Area
PIP	Public Involvement Plan
PL	Highway Planning Funds
PTNE	Public Transit and Neighborhood Enhancement
PTOP	Public Transportation Operation Plan
QRC	Quick Response Code
RFP	Request for Proposal
ROW	Right-of-Way
SCE	Sociocultural Effects
SE	Socioeconomic
SHS	State Highway System
SIS	Strategic Intermodal System
SR	State Road

COMMONLY USED ACRONYMS

Acronym	Full Name
SSPP	System Safety Program Plan
SWFRPC	Southwest Florida Regional Planning Council
TAC	Technical Advisory Committee
TAZ	Traffic Analysis Zone
TD	Transportation Disadvantaged
TDM	Transportation Demand Management
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TSM	Transportation Systems Management
TRIP	Transportation Regional Incentive Program
ULAM	Urban Land Allocation Model
UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation
UZA	Urbanized Area
VE	Value Engineering
ZDATA	Zonal Data (land use and socio-economic)

APPENDIX B – PLANNING STUDIES IN THE MPO AREA

This list is compiled and/or updated by the Collier MPO staff for the purposes of regional planning. It is included here for reference.

SR 29 (in Collier County) – FDOT is completing a PD&E study that looks at several alternatives to provide more capacity through Immokalee. An alternative has been endorsed by the MPO Board but the PD&E has not been approved by FHWA. This project has been going on since 2007. The Collier MPO 2040 Needs Plan and Cost Feasible Plan include this project

Old US 41 (Lee/Collier County)– FDOT is completing a PD&E study to evaluate alternatives for capacity and sidewalk improvements.

Immokalee Road Corridor Congestion Study – Immokalee Road between Livingston Road and Logan Blvd. was considered a congested corridor in the 2019 Annual Update and Inventory Reports (AUIRs). Collier County began the Corridor Congestion Study to identify existing and future conditions in the corridor, to develop and evaluate options to relieve the congestion, to engage the public in presenting the study findings and take input, and to develop recommendations to guide decision-makers in advancing future improvements. The recommendations of the study are expected to include several innovative intersection improvements and design concepts which will be presented to the Board of County Commissioners (BCC) for approval.

Golden Gate Parkway Complete Streets Study – This study of the Golden Gate Parkway corridor from Santa Barbara Blvd. to Collier Blvd. (951) is intended to recommend the most appropriate intersections, pedestrian features and safety improvements in the corridor. The study will look at current traffic, future traffic, land use and the Collier County Complete Streets Policy. It is anticipated that several recommendations and alternatives will be recommended to the BCC.

Green Boulevard Extension/ North Belle Meade Study – Collier County has not commenced this study, but it is intended to evaluate the area that extends eastward from CR – 951 to surround the North Belle Meade area from Golden Gate Estates to I-75 and eastward to Everglades Boulevard. The purpose of this study is to more clearly define the future collector roadway network in this area. Several east-west and north-south needs-based corridors have been identified that would enhance circulation throughout the area. The study effort would include determining the feasibility and preferred alignment for the identified corridors or alternatives that may be developed during the study.

CR951 Congestion Relief Study – Collier County has not commenced this study, but it is intended to identify an alternative travel route to the existing CR951 corridor due to forecasted high congestion levels by 2040. The study area extends from CR951 to City Gate North Boulevard to Benfield Road on its eastern limits to US41 at its southern limits. The limits of this study area are subject to change. The study will consider multiple travel routes, improvements to CR951, a no-build option, and evaluate other alternative planning strategies to alleviate future congestion on CR951.

Golden Gate Estates Bridges – This study will be completed by Collier County. It will include the re-evaluation of 10 new bridges in the Golden Gate Estates Area.

APPENDIX C – STATEMENTS AND ASSURANCES

FLORIDA DEPARTMENT OF TRANSPORTATION
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DEBARMENT and SUSPENSION CERTIFICATION

As required by the USDOT regulation on Governmentwide Debarment and Suspension at 49 CFR 29.510

- (1) The Collier MPO hereby certifies to the best of its knowledge and belief, that it and its principals:
- (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 Collier MPO 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.D.O.T.

Elaine Middelstaedt

Name: Elaine Middelstaedt
 Title: MPO Chair (or designee)

5/8/2020

Date

Approved as to form and legality

Scott R. Teach
 Scott R. Teach, Deputy County Attorney



FLORIDA DEPARTMENT OF TRANSPORTATION
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LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Collier MPO that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Collier MPO, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state 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 Federal 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 Collier MPO shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds \$100,000, and that all such subrecipients shall certify and disclose accordingly.
- (4) 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 and not more than \$100,000 for each failure.

Elaine Middelstaedt

Name: Elaine Middelstaedt
 Title: MPO Chair (or designee)

5/8/2020

Date

Approved as to form and legality
Scott R. Teach
 Scott R. Teach, Deputy County Attorney



FLORIDA DEPARTMENT OF TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM (UPWP)
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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 MPO contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers 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 contract work of the Collier MPO, in a non-discriminatory environment.

The Collier MPO shall require its consultants to not discriminate on the basis of race, color, national origin and sex 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

Elaine Middelstaedt

Name: Elaine Middelstaedt
 Title: MPO Chair (or designee)

5/8/2020
 Date

Approved as to form and legality
Scott R. Teach
 Scott R. Teach, Deputy County Attorney

CAO

FLORIDA DEPARTMENT OF TRANSPORTATION
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TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the Collier MPO assures the Florida Department of Transportation (FDOT) 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, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

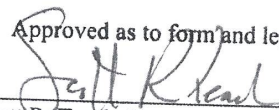

The Collier MPO further assures FDOT that it will undertake the following with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient'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 Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendices A and E* of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded 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 USDOT, 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 your agency'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 Recipient.


 Name: Elaine Middelstaedt
 Title: MPO Chair (or designee)

5/8/2020
 Date

Approved as to form and legality

 Scott R. Teach, Deputy County Attorney


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APPENDICES A and E

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

- (1) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- (2) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- (4) **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
 - a. Withholding of payments to the Contractor under the contract until the Contractor complies, and/or
 - b. Cancellation, termination or suspension of the contract, in whole or in part.

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- (6) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request the Florida Department of Transportation to enter into such litigation to protect the interests of the Florida Department of Transportation, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.
- (7) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq)

APPENDIX D – RESPONSE TO COMMENTS

Agency	Comment	Response	Page
Rae Anne Burton - Public	How can a document state that a draft was presented April 27, 2020 on an email that is dated April 20,2020?	The dates were entered in the draft document prior to COVID-19 and the cancellation of committee meetings. The error has been corrected.	8
	There is a lot of information, mainly it seems to be budget, it is very confusing and the information on what is wrong or how to fix is not clear.	Responded to Ms. Burton that the UPWP is the MPO's budget document for a two-year period. It is intended to give an overview of the MPO's tasks and budget. There are elements that the State requires we include in the document, including a listing of planning studies conducted by others within the MPO area. By including the listing of projects completed by others, it is not intended to be an endorsement of the projects or to supply full project descriptions. The list is a brief overview for informational purposes.	General
	For example the statement about the Immokalee Road Corridor between Livingston Road and Logan Blvd being congested. The reason it is congested is because of the dense developments that the county is permitting. The document states that there is recommendations to include Innovative intersections. Just What does that mean - more stop lights – one at each of the current and new developments to allow access to an already congested road?	The UPWP was not sent out solely as a response to COVID-19. The document was received because Ms. Burton requested to be included on a list for information about MPO programs and documents. This is one of the ways we achieve our public involvement. Ms. Burton was advised that the MPO would be available to provide more information about MPO programs and documents upon request.	General
	I realize that things can't stand still during this influenza, but to only give information to the public, via website and emails is not sufficient. There are many concerned residents that do not have access to internet. This document is not clear.		
TAC – Collier County	Required activities, the date column is the FY 23/24 UPWP and the target date is May 2024 which is outside this UPWP. Is this a typo?	The target date has been corrected to May 2022.	18
TAC – Collier County	PSA – Target date is August 22, outside the UPWP. There is only consultant funding for one year identified. How will this be accomplished?	There was an error in the table. The target date has been revised to reflect December 2021. It is intended that a small amount of additional funding will be added in the second year to allow for wrap up activities when close out funding from the current grant is allocated.	19
TAC – Collier County	Ideas for PSA's – Should coordinate with traffic and congestion issues. The County and City are working on roundabouts but driver error and understanding they are not rotaries is a common issue	Acknowledged. The MPO intends to wait for the outcome of the Local Road Safety Plan to help identify priority areas the PSA and/or a Safety Campaign would be beneficial.	19
TAC – Collier County	Task 2 – Required Activities, none are designated as using consultant services yet there is \$15,000 in consultant services for both years. This is a very low amount but what project are they working on or could they be used in many of the activities.	This task works in coordination with Long Range Planning and Special Projects and Systems Planning. The \$15,000 identified may be used for GIS or modeling services on an as needed basis.	22
TAC – Collier County	Task 3 - Typos in Purpose dates and 3 rd activity.	Corrected typos.	25

TAC – Collier County	Task 3 – FY 20/21 Table does not match table 2. Is total for task \$10,000 or \$20,000?	Corrected error. Total for task is \$10,000	26
TAC – Collier County	Task 5 – Is the MPO doing pedestrian counts?	The MPO is collecting bicycle/pedestrian count data. Some counters are able to distinguish between bicyclists and pedestrians.	31
TAC – Collier County	Task 6 – Responsible agency should include consultant services.	The responsible agency has been corrected to include consultant services.	34
TAC – Collier County	Task 6 – Transit Study, TBD? Is a place holder acceptable?	The MPO defers to the transit agency to determine priority for transit planning tasks. PTNE has asked that we wait until the TDP and COA have been completed to identify the next transit planning study. Since the TDP will be completed by September 2020, and we have no expectation of receiving the FY 20/21 5305(d) allocation prior to that time there should be sufficient time to identify the transit study and amend the UPWP prior to executing the transit grant agreement.	36
TAC – Collier County	Task 7 – FY 20/21 Tables do not match Table 2	The totals have been corrected.	39
TAC – Collier County	Summary Tables – Table 2 PL allocations do not match task tables. Double check funding and needs/activity costs.	The allocations have been corrected to match the totals in the task tables.	45, 46

Agency	Comment Type	Comment	Response	Page
FTA Region IV	General	If planning activities are proposed for funding under the 49 USC 5307 program or any other FTA program, please ensure they are listed and programmed in the UPWP.	PTNE has notified the MPO that they will be completing a COA with 5307 funding. The COA is identified in Task 6.	General
FTA Region IV	General	If funding is being carried over from the prior-year UPWP, carryover amounts and activities should be listed in the document. Please identify any incomplete work elements or activities financed with Federal planning assistance awarded in previous fiscal years as carryover activities.	Activities have been listed as continued from previous fiscal years have been shown as carryover activities.	General
FTA Region IV	General	If any programmed 5305(d) funds are estimates, coordination with the State DOT may be required for UPWP modification or amendment after review of FTA apportionments.	Understood. The MPO will coordinate with the State DOT to ensure that accurate amounts are reflected in the UPWP as actual funding is updated.	General
FTA Region IV	General	The metropolitan transportation planning process should provide for the establishment and use of a performance-based approach, with related activities noted in the UPWP accordingly. Please note that in addition to TAM, there is an upcoming deadline for MPO	Understood. This is noted in the purpose and required activities of Task 6.	General

Agency	Comment Type	Comment	Response	Page
		PTASP target setting that will occur during the next UPWP cycle.		
FHWA	Editorial	The Cost Analysis Certification was included twice. Please remove the duplicate Cost Analysis Certification page for FY2021.	The cost analysis certification for FY 2021 has been removed.	4 & 5
FHWA	Critical	Please be sure to include the finalized/signed version in the Final UPWP.	Understood. The signed version of the cost analysis certification will be included in the final version.	4
FHWA	Enhancement	Considering that the Local Road Safety Plan is still in development, I suggest including references to FDOT's SHSP in this section for consistency purposes. This may further illustrate how the local and state goals, objectives, and priorities for the plan are similar and provide the holistic picture for your stakeholders.	A reference to the SHSP has been included as suggested.	7
FHWA	Enhancement	I suggest including a transition paragraph under the FDOT District One Planning Activities. For example, consider how FDOT D1 Planning Activities support the MPO. This will increase the readability of the document.	A transition paragraph has been added to the District One planning activities section.	8
FHWA	Editorial	I suggest including instructions for the public to access the Executed Agreements. For example, the Operational Procedures and Bylaws section instructs the public to request documentation from the Growth Management Division.	A link to the MPO's website has been added to this section.	15
FHWA	Editorial	Please be sure to update the MPO Agreement Date for the Final UPWP.	The MPO Agreement date has been updated.	15
FHWA	Editorial	For the Final UPWP, I suggest combing through the document to make sure the proper appendices are referenced throughout the UPWP accordingly. For example, the Certifications and Assurances refers to Appendix H. However, Appendix C is referenced on page 55.	The reference to Appendix H has been changed to Appendix C. No other errors were found.	15
FHWA	Editorial	For the State/Federal Planning Emphasis Area Matrix section, the narrative refers to page T-5. However, the Table of Contents reflects page 49. I suggest the narrative to reflect the intended page reference to increase readability.	The narrative has been corrected to reflect the correct page number.	15
FHWA	Enhancement	For the previous work sections under each task, I suggest using a different format to make these sections easier to read (i.e. the tabular form used to convey Required Activities, bullets, numbers, etc.)	The previous work sections have been changed to bullet format.	General
FHWA	Critical	All Agreements or Certifications, including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI agreements and DBE statements should be signed and dated, and included in the final document.	Understood. All agreements and certifications will be signed and included in the final document.	General
FHWA	Editorial	For the Collier MPO TMA Federal Certification Review, I suggest changing the target date to reflect the deadline for the report to be finalized which is December 2020.	The target date was changed to December 2020.	19

Agency	Comment Type	Comment	Response	Page
FHWA	Editorial	In the FY2020/21 budget table, I suggest removing “(Still TBD)” from the PSA or Safety Campaign under Consultant Services.	Still TBD was removed from the budget table.	20
FHWA	Editorial	For the last activity at the bottom of page 23, the task refers to the SHSP. Considering the MPO changed it to the Local Road Safety Plan, I suggest referencing the appropriate plan. However, if this is referencing the FDOT’s SHSP, please include it in the activity.	Updated statement to Local Road Safety Plan.	23
FHWA	Critical	For the third activity and deliverables, attendance and participation at meetings and committees for Long Range planning efforts do not have feasible outcomes. Please incorporate benefits and products that support long range planning efforts and include those under the deliverables section. Additionally, I suggest using this approach and applying to the other activities/deliverables listed in Task 4.	Deliverables have been modified.	27 & 28
FHWA	Critical	Please incorporate an activity/task that addresses incorporating TPM into your LRTP. It should also include monitoring and adjusting targets with the assumption as an ongoing basis.	TPM activity has been added to the task.	27 & 28
FHWA	Critical	On page 32 B. Consultant Services, funds are programmed to the SHSP. However, pages 30-31 discuss funding and completing the Local Road Safety Plan. If this is the case, I suggest editing the FY20/21 budget table accordingly.	The table was updated as suggested.	30-32
FHWA	Enhancement	For Task 9, I suggest including a budget table and reflect the associated funds. Please refer to what was included for Task 8’s budget tables.	Task 9 was redundant and was removed from the document. The budget for the state’s match of FTA 5305 funding is shown in Task 6.	42
FHWA	Critical	Based on the PL formula for Collier MPO, the MPO will be receiving \$548,485. Per FDOT’s spreadsheet for FY20 PL funds, Collier MPO had \$0. However, the MPO programmed \$629,485 for FY 2020/21. Please provide justification for including an additional \$81,000.	The additional funding is de-obligation from FY 19/20. The amount has been modified to reflect the correct amount.	45
FHWA	Editorial	Tasks that involve consultant participation (such as Tasks 1, 4 and 5) should provide enough detail (such as project scope, work to be accomplished for each project, anticipated completion dates, and project costs) about what the consultant responsibilities are concerning the activities to be undertaken using federal-aid funds. If that is not possible at this time, prior to the MPO’s use of PL funds for these types planning projects or activities, the District should forward a copy of the scope of services, the anticipated cost, and completion date to the FHWA for review. It will continue to be the responsibility of the District and MPO to ensure that all activities undertaken as part of these tasks	Understood. The scope of work for projects identified with consultant participation is not available at this time. The MPO will send all scopes of work to the District for review and approval prior to issuing a purchase order.	General

Agency	Comment Type	Comment	Response	Page
		are eligible and are allowable costs.		
FHWA	Critical	Please note that all training/meeting/conference participation must be reasonable, necessary and allocable to the transportation planning process. Please provide additional clarification on the deliverables associated with all training/meetings/conferences.	Understood. Additional clarification has been added.	General
FHWA	Enhancement	For annual completion dates, please identify specific months for as many activities possible. For example, some of the identified activities identify a month for completion date while other tasks state “annually” for anticipated date of completion. If there are any known months of completion for the tasks, please identify them in the completion column.	Specific months have been added where possible.	General
FHWA	Editorial	Some Activities are listed in past tense. For example: (p.19) Maintain the Public Participation Plan (PPP) and update as necessary. Conduct all activities needed to maintain compliance with plan including maintained and updated website, legal ads, press releases, etc.; (p. 23) Continued coordination with jurisdictions,; (p.25) planning and congestion management projects that have been prioritized by the MPO.:(p.30) Attend and participated in workshops and seminars sponsored by FHWA, FDOT and other professional organizations as appropriate	Activities have been corrected to present tense.	19,23,25,30
FDOT	Editorial	The Collier UPWP document is user-friendly with including an interactive Table of Contents and flowing dialogue which is concise yet still captures the required elements of the UPWP. Additionally, the Required Activities graphs provide good details in the “Activities” and “Deliverables” segments for the public to follow under each Task. Great discussion of the objective of the Collier MPO with including the “3 C’s” of the planning process. The amount of work placed into this UPWP is evident as Ms. Otero challenged herself to significantly par down this edition of the Collier’s UPWP while still being a very comprehensive document and meeting the State and Federal Agency requirements. I enjoyed reviewing it.	Thank you for your positive comments.	General
FDOT	Recommendation	The bottom of page 2 lists a PEA Matrix – should (is) PEA (Planning Emphasis Areas) spelled out for the public – maybe I missed this	Planning Emphasis Areas has been spelled out.	2
FDOT	Recommendation	Include FDOT Planning Activity of “Complete Streets Studies”.	“Complete Streets Studies” has been added.	8 & 9
FDOT	Recommendation	Under Executed Agreements, is the highlighted date of 7/1/18 a placeholder? Should it reflect a more current date?	7/1/18 was a placeholder. It has been revised to reflect the current date.	15

Agency	Comment Type	Comment	Response	Page
FDOT	Recommendation	There is a “PSA or Safety Campaign (TBD)” on Task 1 Financial Tables listed for \$100,000 in FY2020/21. I would suggest also including this in FY 2021/22 in case this is not completed in the first year of the UPWP – perhaps allocate \$70,000 to the first year and \$30,000 to complete it in the second year (?).	Funding will be added when closeout funding is available from FY 19/20. There is currently not sufficient funding to allocate funding to this study in year two.	20
FDOT	Recommendation	In Task 5, is the Strategic Highway Safety Plan supposed to be called “Local Road Safety Plan” (?)	Strategic Highway Safety Plan has been revised to Local Road Safety Plan.	32
FDOT	Recommendation	In Task 6 of the Transit Financial Tables; section B. Consultant Services, FY21 includes activities for the completion of the LRTP, TDP Major Update and other consultant services, resulting in significantly more funding in FY21 than in FY22 for this Task. In FY22 is it anticipated only one Transit Study will occur with \$54, 8333 allocated? Is it possible more funding may be needed to be allocated to consultant services for Transit in FY22?? (Also given the emphasis for more multi modal services)	Carryforward funding and activities are included in the tables for the first fiscal year which makes it appear that there is more funding in FY 20/21. FY 21/22 only includes the allocation for one fiscal year.	
FDOT	Recommendation	The page numbering jumps from page 44 to 46 with what appears to be a blank page in-between... or maybe that is just my printer....	The pagination issue has been corrected.	44-46
FDOT	Recommendation	Page 49 has a sentence that wraps around the table – is there any way to include that sentence all on top of the table for ease of reading? Just a suggestion.	The error was corrected.	49
FDOT	Recommendation	Several of the End Products are targeted for Year 1 of the UPWP, yet less funding is planned than Year 2. Please review to ensure this is accurate.	The end products and funding are accurate. Additional funding will be added to year two with the close out balance from the current grant.	General
FDOT	Recommendation	All Agreements or Certifications, including the UPWP Title Page, Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI agreements and DBE statements should be signed and dated, and included in the final document.	Understood. Signed agreements and certifications will be included in the final document.	General

APPENDIX E – FTA GRANT APPLICATION

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424		
<div> <div> * 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application </div> <div> * 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision </div> <div> * If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/> </div> </div>		
* 3. Date Received: <input type="text"/>		4. Applicant Identifier: <input type="text"/>
5a. Federal Entity Identifier: <input type="text"/>		5b. Federal Award Identifier: <input type="text" value="FL-80-0009"/>
State Use Only:		
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text" value="1001"/>
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="Collier Metropolitan Planning Organization"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="59-6000558"/>		* c. UEI: <input type="text" value="CNWJY78LD581"/>
d. Address:		
* Street1: <input type="text" value="2885 South Horseshoe Drive"/>		
Street2: <input type="text"/>		
* City: <input type="text" value="Naples"/>		
County/Parish: <input type="text"/>		
* State: <input type="text" value="FL: Florida"/>		
Province: <input type="text"/>		
* Country: <input type="text" value="USA: UNITED STATES"/>		
* Zip / Postal Code: <input type="text" value="34104-6130"/>		
e. Organizational Unit:		
Department Name: <input type="text" value="Collier MPO"/>		Division Name: <input type="text" value="Collier MPO"/>
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text"/>	* First Name: <input type="text" value="Anne"/>	
Middle Name: <input type="text"/>		
* Last Name: <input type="text" value="McLaughlin"/>		
Suffix: <input type="text"/>		
Title: <input type="text" value="Executive Director"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="239-252-5884"/>		Fax Number: <input type="text"/>
* Email: <input type="text" value="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.):

Collier

Add Attachment

Delete Attachment

View Attachment

* 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.

Add Attachments

Delete Attachments

View Attachments

Approved as to form and legality


 Scott R. Teach, Deputy County Attorney


Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input style="width: 100px;" type="text" value="19"/>	* b. Program/Project: <input style="width: 100px;" type="text" value="19, 25"/>
Attach an additional list of Program/Project Congressional Districts if needed <div style="display: flex; justify-content: space-between; align-items: center;"> <input style="width: 250px;" type="text"/> <div> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div> </div>	
17. Proposed Project:	
* a. Start Date: <input style="width: 100px;" type="text" value="10/01/2021"/>	* b. End Date: <input style="width: 100px;" type="text" value="10/01/2022"/>
18. Estimated Funding (\$):	
* a. Federal	124,715.00
* b. Applicant	<input style="width: 150px;" type="text"/>
* c. State	<input style="width: 150px;" type="text"/>
* d. Local	<input style="width: 150px;" type="text"/>
* e. Other	31,179.00
* f. Program Income	<input style="width: 150px;" type="text"/>
* g. TOTAL	155,894.00
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process? <input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input style="width: 80px;" type="text"/> . <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", provide explanation and attach <div style="display: flex; justify-content: space-between; align-items: center;"> <input style="width: 250px;" type="text"/> <div> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div> </div>	
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) <input checked="" type="checkbox"/> ** I AGREE <small>** 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.</small>	
Authorized Representative:	
Prefix: <input style="width: 100px;" type="text"/>	* First Name: <input style="width: 200px;" type="text" value="Elaine"/>
Middle Name: <input style="width: 250px;" type="text"/>	
* Last Name: <input style="width: 400px;" type="text" value="Middelstaedt"/>	
Suffix: <input style="width: 100px;" type="text"/>	
* Title: <input style="width: 350px;" type="text" value="MPO Chair"/>	
* Telephone Number: <input style="width: 150px;" type="text" value="(239) 252-5885"/> Fax Number: <input style="width: 150px;" type="text"/>	
* Email: <input style="width: 500px;" type="text" value="Anne.McLaughlin@colliercountyfl.gov"/>	
* Signature of Authorized Representative:	* Date Signed: <input style="width: 100px;" type="text" value="10/8/21"/>



Section 5305(d)

Approved Project Budget for Fiscal Year
(total dollars)

\$155,894

Collier MPO

TECHNICAL CLASSIFICATIONS

44.21.00	Program Support and Administration		\$	29,692.00
44.22.00	General Development and Comprehensive Planning		\$	14,847.00
44.23.00	Long Range Transportation Planning: System Level		\$	7,424.00
44.23.02	Long Range Transportation Planning		\$	7,424.00
44.24.00	Short Range Transportation Planning		\$	14,847.00
44.25.00	Transportation Improvement Program		\$	7,424.00
44.26.12	Coordination of Non-Emergency Human Services Transportation		\$	14,847.00
44.26.13	Participation of Transit Operators in Metropolitan Planning		\$	7,424.00
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership		\$	7,424.00
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning		\$	14,847.00
44.26.16	Incorporating Safety & Security in Transportation Planning		\$	14,847.00
44.27.00	Other Activities		\$	14,847.00

TOTAL NET PROJECT COSTS \$ 155,894.00

ACCOUNTING CLASSIFICATIONS

44.30.01	Personnel		\$	56,000.00
44.30.02	Fringe Benefits	30%	\$	24,000.00
44.30.03	Travel		\$	12,000.00
44.30.04	Equipment			
44.30.05	Supplies		\$	1,000.00
44.30.06	Contractual		\$	62,794.00
44.30.07	Other		\$	100.00
44.30.08	Indirect Charges	(. %)		

TOTAL NET PROJECT COSTS \$ 155,894.00

FUND ALLOCATIONS

44.40.01	MPO Activities		\$	155,894.00
44.40.02	Transit Operator Activities			
44.40.03	State and/or Local Agency Activities			

TOTAL NET PROJECT COSTS \$ 155,894.00

Federal Share (80%) \$ 124,715.00

Local Share (20%) \$ 31,179.00

ACCOUNTING

Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	



Section 5305(d)
 GMIS Planning Line Item Codes
 (FTA FUNDS ONLY)

Collier MPO

TECHNICAL CLASSIFICATIONS

44.21.00	Program Support and Administration		\$	23,752.00
44.22.00	General Development and Comprehensive Planning		\$	11,878.00
44.23.00	Long Range Transportation Planning: System Level		\$	5,939.00
44.23.02	Long Range Transportation Planning		\$	5,939.00
44.24.00	Short Range Transportation Planning		\$	11,878.00
44.25.00	Transportation Improvement Program		\$	5,939.00
44.26.12	Coordination of Non-Emergency Human Services Transportation		\$	11,878.00
44.26.13	Participation of Transit Operators in Metropolitan Planning		\$	5,939.00
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership		\$	5,939.00
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning		\$	11,878.00
44.26.16	Incorporating Safety & Security in Transportation Planning		\$	11,878.00
44.27.00	Other Activities		\$	11,878.00

TOTAL NET PROJECT COSTS \$ 124,715.00

ACCOUNTING CLASSIFICATIONS

44.30.01	Personnel		\$	44,800.00
44.30.02	Fringe Benefits	30%	\$	19,200.00
44.30.03	Travel		\$	9,600.00
44.30.04	Equipment			
44.30.05	Supplies		\$	800.00
44.30.06	Contractual		\$	50,235.00
44.30.07	Other		\$	80.00
44.30.08	Indirect Charges	(_)%		

TOTAL NET PROJECT COSTS \$ 124,715.00

FUND ALLOCATIONS

44.40.01	MPO Activities		\$	124,715.00
44.40.02	Transit Operator Activities			
44.40.03	State and/or Local Agency Activities			

TOTAL NET PROJECT COSTS \$ 124,715.00



FFY21 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.

Elaine Middelstaedt

Signature of Presiding Officer for the MPO/TPO

10/8/21

Date of Signature



FFY21 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.

Elaine Middlesteadt

Signature of Presiding Officer for the MPO/TPO

10/8/21

Date of Signature

CAO
SPY

FEDERAL FY21 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 than \$100,000.00 for each such failure.

Elaine Middelstaedt 10/8/21

Chairperson for the MPO

Date

CAO
SR

FEDERAL FY21 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.

Elaine Middelstedt 10/8/21

Chairperson for the MPO

Date

CAO
PT

Certifications and Assurances

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Not every provision of every certification will apply to every applicant or award. If a provision of a certification does not apply to the applicant or its award, FTA will not enforce that provision. Refer to FTA's accompanying Instructions document for more information.

Text in italics is guidance to the public. It does not have the force and effect of law, and is not meant to bind the public in any way. It is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

CATEGORY 1. CERTIFICATIONS AND ASSURANCES REQUIRED OF EVERY APPLICANT.

All applicants must make the certifications in this category.

1.1. Standard Assurances.

The certifications in this subcategory appear as part of the applicant's registration or annual registration renewal in the System for Award Management (SAM.gov) and on the Office of Management and Budget's standard form 424B "Assurances—Non-Construction Programs". This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
- (b) Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- (c) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- (d) Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- (e) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).



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- (f) Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to:
- (1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin, as effectuated by U.S. DOT regulation 49 CFR Part 21;
 - (2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex, as effectuated by U.S. DOT regulation 49 CFR Part 25;
 - (3) Section 5332 of the Federal Transit Law (49 U.S.C. § 5332), which prohibits any person being excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance from FTA because of race, color, religion, national origin, sex, disability, or age.
 - (4) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps, as effectuated by U.S. DOT regulation 49 CFR Part 27;
 - (5) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101–6107), which prohibits discrimination on the basis of age;
 - (6) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
 - (7) The comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - (8) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
 - (9) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
 - (10) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,
 - (11) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- (g) Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (“Uniform Act”) (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. The requirements of the Uniform Act are effectuated by U.S. DOT regulation 49 CFR Part 24.



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- (h) Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- (i) Will comply, as applicable, with the provisions of the Davis–Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction subagreements.
- (j) Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- (k) Will comply with environmental standards which may be prescribed pursuant to the following:
 - (1) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;
 - (2) Notification of violating facilities pursuant to EO 11738;
 - (3) Protection of wetlands pursuant to EO 11990;
 - (4) Evaluation of flood hazards in floodplains in accordance with EO 11988;
 - (5) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);
 - (6) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.);
 - (7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and
 - (8) Protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
- (l) Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- (m) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
- (n) Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- (o) Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded



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- animals held for research, teaching, or other activities supported by this award of assistance.
- (p) Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
 - (q) Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR Part 200, Subpart F, "Audit Requirements", as adopted and implemented by U.S. DOT at 2 CFR Part 1201.
 - (r) Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing the program under which it is applying for assistance.
 - (s) Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a sub-recipient from:
 - (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (2) Procuring a commercial sex act during the period of time that the award is in effect; or
 - (3) Using forced labor in the performance of the award or subawards under the award.

1.2. Standard Assurances: Additional Assurances for Construction Projects.

This certification appears on the Office of Management and Budget's standard form 424D "Assurances—Construction Programs" and applies specifically to federally assisted projects for construction. This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency; will record the Federal awarding agency directives; and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
- (b) Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
- (c) Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work confirms with the approved plans and specifications, and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.



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1.3. Procurement.

The Uniform Administrative Requirements, 2 CFR § 200.324, allow a recipient to self-certify that its procurement system complies with Federal requirements, in lieu of submitting to certain pre-procurement reviews.

The applicant certifies that its procurement system complies with:

- (a) U.S. DOT regulations, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 200, particularly 2 CFR §§ 200.317–200.326 “Procurement Standards;
- (b) Federal laws, regulations, and requirements applicable to FTA procurements; and
- (c) The latest edition of FTA Circular 4220.1 and other applicable Federal guidance.

1.4. Suspension and Debarment.

Pursuant to Executive Order 12549, as implemented at 2 CFR Parts 180 and 1200, prior to entering into a covered transaction with an applicant, FTA must determine whether the applicant is excluded from participating in covered non-procurement transactions. For this purpose, FTA is authorized to collect a certification from each applicant regarding the applicant’s exclusion status. 2 CFR § 180.300. Additionally, each applicant must disclose any information required by 2 CFR § 180.335 about the applicant and the applicant’s principals prior to entering into an award agreement with FTA. This certification serves both purposes.

The applicant certifies, to the best of its knowledge and belief, that the applicant and each of its principals:

- (a) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily or involuntarily excluded from covered transactions by any Federal department or agency;
- (b) Has not, within the preceding three years, been convicted of or had a civil judgment rendered against him or her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or commission of any other offense indicating a lack of business integrity or business honesty;



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- (c) Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any offense described in paragraph (b) of this certification;
- (d) Has not, within the preceding three years, had one or more public transactions (Federal, State, or local) terminated for cause or default.

1.5. Coronavirus Response and Relief Supplemental Appropriations Act, 2021, and CARES Act Funding.

The applicant certifies that, to the maximum extent possible, and consistent with the Consolidated Appropriations Act, 2021 (Public Law 116–260):

- (a) Funds made available under title IV of division M of the Consolidated Appropriations Act, 2021 (Public Law 116–260), and in title XII of division B of the CARES Act (Public Law 116–136; 134 Stat. 599) shall be directed to payroll and operations of public transit (including payroll and expenses of private providers of public transportation); or
- (b) The applicant certifies that the applicant has not furloughed any employees.

CATEGORY 2. PUBLIC TRANSPORTATION AGENCY SAFETY PLANS

This certification is required of each applicant under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), each rail operator that is subject to FTA's state safety oversight programs, and each State that is required to draft and certify a public transportation agency safety plan on behalf of a small public transportation provider pursuant to 49 CFR § 673.11(d). This certification is required by 49 CFR § 673.13.

This certification does not apply to any applicant that receives financial assistance from FTA exclusively under the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or combination of these two programs.

If the applicant is an operator, the applicant certifies that it has established a public transportation agency safety plan meeting the requirements of 49 CFR Part 673.

If the applicant is a State, the applicant certifies that:

- (a) It has drafted a public transportation agency safety plan for each small public transportation provider within the State, unless the small public transportation provider provided notification to the State that it was opting-out of the State-drafted plan and drafting its own public transportation agency safety plan; and
- (b) Each small public transportation provider within the state has a public transportation agency safety plan that has been approved by the provider's Accountable Executive



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(as that term is defined at 49 CFR § 673.5) and Board of Directors or Equivalent Authority (as that term is defined at 49 CFR § 673.5).

CATEGORY 3. TAX LIABILITY AND FELONY CONVICTIONS.

If the applicant is a business association (regardless of for-profit, not for-profit, or tax exempt status), it must make this certification. Federal appropriations acts since at least 2014 have prohibited FTA from using funds to enter into an agreement with any corporation that has unpaid Federal tax liabilities or recent felony convictions without first considering the corporation for debarment. E.g., Consolidated Appropriations Act, 2021, Pub. L. 116-260, div. E, title VII, §§ 744–745. U.S. DOT Order 4200.6 defines a “corporation” as “any private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association”, and applies the restriction to all tiers of subawards. As prescribed by U.S. DOT Order 4200.6, FTA requires each business association applicant to certify as to its tax and felony status.

If the applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, the applicant certifies that:

- (a) It has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and
- (b) It has not been convicted of a felony criminal violation under any Federal law within the preceding 24 months.

CATEGORY 4. LOBBYING.

If the applicant will apply for a grant or cooperative agreement exceeding \$100,000, or a loan, line of credit, loan guarantee, or loan insurance exceeding \$150,000, it must make the following certification and, if applicable, make a disclosure regarding the applicant's lobbying activities. This certification is required by 49 CFR § 20.110 and app. A to that part.

This certification does not apply to an applicant that is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 49 CFR Part 20.

4.1. Certification for Contracts, Grants, Loans, and Cooperative Agreements.

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

- (a) 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 an agency, a Member of Congress, an officer or employee of Congress, or



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- an employee of 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.
- (b) 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.
 - (c) 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, and 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 and not more than \$100,000 for each such failure.

4.2. Statement for Loan Guarantees and Loan Insurance.

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

If any 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement 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 statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CATEGORY 5. PRIVATE SECTOR PROTECTIONS.

If the applicant will apply for funds that it will use to acquire or operate public transportation facilities or equipment, the applicant must make the following certification regarding protections for the private sector.



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5.1. Charter Service Agreement.

To enforce the provisions of 49 U.S.C. § 5323(d), FTA's charter service regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following Charter Service Agreement. 49 CFR § 604.4.

The applicant agrees that it, and each of its subrecipients, and third party contractors at any level who use FTA-funded vehicles, may provide charter service using equipment or facilities acquired with Federal assistance authorized under the Federal Transit Laws only in compliance with the regulations set out in 49 CFR Part 604, the terms and conditions of which are incorporated herein by reference.

5.2. School Bus Agreement.

To enforce the provisions of 49 U.S.C. § 5323(f), FTA's school bus regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following agreement regarding the provision of school bus services. 49 CFR § 605.15.

- (a) If the applicant is not authorized by the FTA Administrator under 49 CFR § 605.11 to engage in school bus operations, the applicant agrees and certifies as follows:
 - (1) The applicant and any operator of project equipment agrees that it will not engage in school bus operations in competition with private school bus operators.
 - (2) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Mass Transit Regulations, or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
- (b) If the applicant is authorized or obtains authorization from the FTA Administrator to engage in school bus operations under 49 CFR § 605.11, the applicant agrees as follows:
 - (1) The applicant agrees that neither it nor any operator of project equipment will engage in school bus operations in competition with private school bus operators except as provided herein.
 - (2) The applicant, or any operator of project equipment, agrees to promptly notify the FTA Administrator of any changes in its operations which might jeopardize the continuation of an exemption under § 605.11.
 - (3) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Transit Administration regulations or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
 - (4) The applicant agrees that the project facilities and equipment shall be used for the provision of mass transportation services within its urban area and that any other



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use of project facilities and equipment will be incidental to and shall not interfere with the use of such facilities and equipment in mass transportation service to the public.

CATEGORY 6. TRANSIT ASSET MANAGEMENT PLAN.

If the applicant owns, operates, or manages capital assets used to provide public transportation, the following certification is required by 49 U.S.C. § 5326(a).

The applicant certifies that it is in compliance with 49 CFR Part 625.

CATEGORY 7. ROLLING STOCK BUY AMERICA REVIEWS AND BUS TESTING.**7.1. Rolling Stock Buy America Reviews.**

If the applicant will apply for an award to acquire rolling stock for use in revenue service, it must make this certification. This certification is required by 49 CFR § 663.7.

The applicant certifies that it will conduct or cause to be conducted the pre-award and post-delivery audits prescribed by 49 CFR Part 663 and will maintain on file the certifications required by Subparts B, C, and D of 49 CFR Part 663.

7.2. Bus Testing.

If the applicant will apply for funds for the purchase or lease of any new bus model, or any bus model with a major change in configuration or components, the applicant must make this certification. This certification is required by 49 CFR § 665.7.

The applicant certifies that the bus was tested at the Bus Testing Facility and that the bus received a passing test score as required by 49 CFR Part 665. The applicant has received or will receive the appropriate full Bus Testing Report and any applicable partial testing reports before final acceptance of the first vehicle.

CATEGORY 8. URBANIZED AREA FORMULA GRANTS PROGRAM.

If the applicant will apply for an award under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), or any other program or award that is subject to the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310); "flex funds" from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)); projects that will receive an award authorized by the Transportation Infrastructure Finance and Innovation Act ("TIFIA") (23 U.S.C. §§ 601–609) or State Infrastructure Bank Program (23 U.S.C. § 610) (see 49 U.S.C. § 5323(o)); formula awards or competitive awards to urbanized areas under the Grants for



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Buses and Bus Facilities Program (49 U.S.C. § 5339(a) and (b)); or low or no emission awards to any area under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(c)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5307(c)(1).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out the program of projects (developed pursuant 49 U.S.C. § 5307(b)), including safety and security aspects of the program;
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities;
- (c) Will maintain equipment and facilities in accordance with the applicant's transit asset management plan;
- (d) Will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a project financed under this section, a fare that is not more than 50 percent of the peak hour fare will be charged for any—
 - (1) Senior;
 - (2) Individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design; and
 - (3) Individual presenting a Medicare card issued to that individual under title II or XVIII of the Social Security Act (42 U.S.C. §§ 401 et seq., and 1395 et seq.);
- (e) In carrying out a procurement under 49 U.S.C. § 5307, will comply with 49 U.S.C. §§ 5323 (general provisions) and 5325 (contract requirements);
- (f) Has complied with 49 U.S.C. § 5307(b) (program of projects requirements);
- (g) Has available and will provide the required amounts as provided by 49 U.S.C. § 5307(d) (cost sharing);
- (h) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning);
- (i) Has a locally developed process to solicit and consider public comment before raising a fare or carrying out a major reduction of transportation;
- (j) Either—
 - (1) Will expend for each fiscal year for public transportation security projects, including increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages), increased camera surveillance of an area in or adjacent to that system, providing an emergency telephone line to contact law enforcement or security personnel in an area in or adjacent to that system, and any other project intended to increase the security and safety of an existing or planned public transportation system, at least



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- 1 percent of the amount the recipient receives for each fiscal year under 49 U.S.C. § 5336; or
- (2) Has decided that the expenditure for security projects is not necessary;
 - (k) In the case of an applicant for an urbanized area with a population of not fewer than 200,000 individuals, as determined by the Bureau of the Census, will submit an annual report listing projects carried out in the preceding fiscal year under 49 U.S.C. § 5307 for associated transit improvements as defined in 49 U.S.C. § 5302; and
 - (l) Will comply with 49 U.S.C. § 5329(d) (public transportation agency safety plan).

CATEGORY 9. FORMULA GRANTS FOR RURAL AREAS.

If the applicant will apply for funds made available to it under the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), it must make this certification. Paragraph (a) of this certification helps FTA make the determinations required by 49 U.S.C. § 5310(b)(2)(C). Paragraph (b) of this certification is required by 49 U.S.C. § 5311(f)(2). Paragraph (c) of this certification, which applies to funds apportioned for the Appalachian Development Public Transportation Assistance Program, is necessary to enforce the conditions of 49 U.S.C. § 5311(c)(2)(D).

- (a) The applicant certifies that its State program for public transportation service projects, including agreements with private providers for public transportation service—
 - (1) Provides a fair distribution of amounts in the State, including Indian reservations; and
 - (2) Provides the maximum feasible coordination of public transportation service assisted under 49 U.S.C. § 5311 with transportation service assisted by other Federal sources; and
- (b) If the applicant will in any fiscal year expend less than 15% of the total amount made available to it under 49 U.S.C. § 5311 to carry out a program to develop and support intercity bus transportation, the applicant certifies that it has consulted with affected intercity bus service providers, and the intercity bus service needs of the State are being met adequately.
- (c) If the applicant will use for a highway project amounts that cannot be used for operating expenses authorized under 49 U.S.C. § 5311(c)(2) (Appalachian Development Public Transportation Assistance Program), the applicant certifies that—
 - (1) It has approved the use in writing only after providing appropriate notice and an opportunity for comment and appeal to affected public transportation providers; and
 - (2) It has determined that otherwise eligible local transit needs are being addressed.



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**CATEGORY 10. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS AND THE
EXPEDITED PROJECT DELIVERY FOR CAPITAL INVESTMENT GRANTS
PILOT PROGRAM.**

If the applicant will apply for an award under any subsection of the Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), including an award made pursuant to the FAST Act's Expedited Project Delivery for Capital Investment Grants Pilot Program (Pub. L. 114-94, div. A, title III, § 3005(b)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5309(c)(2) and Pub. L. 114-94, div. A, title III, § 3005(b)(3)(B).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
- (c) Will maintain equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan; and
- (d) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning).

**CATEGORY 11. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO
EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS.**

If the applicant is in an urbanized area and will apply for an award under subsection (a) (formula grants) or subsection (b) (competitive grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(a)(3) and (b)(6), respectively.

If the applicant is in a rural area and will apply for an award under subsection (a) (formula grants) or subsection (b) (competitive grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 9 for Formula Grants for Rural Areas (49 U.S.C. § 5311). This certification is required by 49 U.S.C. § 5339(a)(3) and (b)(6), respectively.

If the applicant, regardless of whether it is in an urbanized or rural area, will apply for an award under subsection (c) (low or no emission vehicle grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(c)(3).

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Certifications and Assurances

Fiscal Year 2021

Making this certification will incorporate by reference the applicable certifications in Category 8 or Category 9.

CATEGORY 12. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

If the applicant will apply for an award under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310), it must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5310(e)(1). Making this certification will incorporate by reference the certification in Category 8, except that FTA has determined that (d), (f), (i), (j), and (k) of Category 8 do not apply to awards made under 49 U.S.C. § 5310 and will not be enforced.

In addition to the certification in Category 8, the applicant must make the following certification that is specific to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This certification is required by 49 U.S.C. § 5310(e)(2).

The applicant certifies that:

- (a) The projects selected by the applicant are included in a locally developed, coordinated public transit-human services transportation plan;
- (b) The plan described in clause (a) was developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers, and other members of the public;
- (c) To the maximum extent feasible, the services funded under 49 U.S.C. § 5310 will be coordinated with transportation services assisted by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services; and
- (d) If the applicant will allocate funds received under 49 U.S.C. § 5310 to subrecipients, it will do so on a fair and equitable basis.

CATEGORY 13. STATE OF GOOD REPAIR GRANTS.

If the applicant will apply for an award under FTA's State of Good Repair Grants Program (49 U.S.C. § 5337), it must make the following certification. Because FTA generally does not review the transit asset management plans of public transportation providers, this certification is necessary to enforce the provisions of 49 U.S.C. § 5337(a)(4).

The applicant certifies that the projects it will carry out using assistance authorized by the State of Good Repair Grants Program, 49 U.S.C. § 5337, are aligned with the applicant's most recent



Certifications and Assurances

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transit asset management plan and are identified in the investment and prioritization section of such plan, consistent with the requirements of 49 CFR Part 625.

CATEGORY 14. INFRASTRUCTURE FINANCE PROGRAMS.

If the applicant will apply for an award for a project that will include assistance under the Transportation Infrastructure Finance and Innovation Act ("TIFIA") Program (23 U.S.C. §§ 601–609) or the State Infrastructure Banks ("SIB") Program (23 U.S.C. § 610), it must make the certifications in Category 8 for the Urbanized Area Formula Grants Program, Category 10 for the Fixed Guideway Capital Investment Grants program, and Category 13 for the State of Good Repair Grants program. These certifications are required by 49 U.S.C. § 5323(o).

Making this certification will incorporate the certifications in Categories 8, 10, and 13 by reference.

CATEGORY 15. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If the applicant will apply for an award under FTA's Urbanized Area Formula Grants Program (49 U.S.C. § 5307), Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) programs, the applicant must make the following certification. The applicant must make this certification on its own behalf and on behalf of its subrecipients and contractors. This certification is required by 49 CFR § 655.83.

The applicant certifies that it, its subrecipients, and its contractors are compliant with FTA's regulation for the Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations, 49 CFR Part 655.

CATEGORY 16. RAIL SAFETY TRAINING AND OVERSIGHT.

If the applicant is a State with at least one rail fixed guideway system, or is a State Safety Oversight Agency, or operates a rail fixed guideway system, it must make the following certification. The elements of this certification are required by 49 CFR §§ 659.43, 672.31, and 674.39.

The applicant certifies that the rail fixed guideway public transportation system and the State Safety Oversight Agency for the State are:

- (a) Compliant with the requirements of 49 CFR Part 659, "Rail Fixed Guideway Systems; State Safety Oversight";
- (b) Compliant with the requirements of 49 CFR Part 672, "Public Transportation Safety Certification Training Program"; and
- (c) Compliant with the requirements of 49 CFR Part 674, "State Safety Oversight".



CATEGORY 17. DEMAND RESPONSIVE SERVICE.

If the applicant operates demand responsive service and will apply for an award to purchase a non-rail vehicle that is not accessible within the meaning of 49 CFR Part 37, it must make the following certification. This certification is required by 49 CFR § 37.77.

The applicant certifies that the service it provides to individuals with disabilities is equivalent to that provided to other persons. A demand responsive system, when viewed in its entirety, is deemed to provide equivalent service if the service available to individuals with disabilities, including individuals who use wheelchairs, is provided in the most integrated setting appropriate to the needs of the individual and is equivalent to the service provided other individuals with respect to the following service characteristics:

- (a) Response time;
- (b) Fares;
- (c) Geographic area of service;
- (d) Hours and days of service;
- (e) Restrictions or priorities based on trip purpose;
- (f) Availability of information and reservation capability; and
- (g) Any constraints on capacity or service availability.

CATEGORY 18. INTEREST AND FINANCING COSTS.

If the applicant will pay for interest or other financing costs of a project using assistance awarded under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), the Fixed Guideway Capital Investment Grants Program (49 U.S.C. § 5309), or any program that must comply with the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), "flex funds" from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)), or awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the following certification. This certification is required by 49 U.S.C. §§ 5307(e)(3) and 5309(k)(2)(D).

The applicant certifies that:

- (a) Its application includes the cost of interest earned and payable on bonds issued by the applicant only to the extent proceeds of the bonds were or will be expended in carrying out the project identified in its application; and
- (b) The applicant has shown or will show reasonable diligence in seeking the most favorable financing terms available to the project at the time of borrowing.



CATEGORY 19. CONSTRUCTION HIRING PREFERENCES.

If the applicant will ask FTA to approve the use of geographic, economic, or any other hiring preference not otherwise authorized by law on any contract or construction project to be assisted with an award from FTA, it must make the following certification. This certification is required by the Consolidated Appropriations Act, 2021, Pub. L. 116-260, div. L, title I, § 199(b).

The applicant certifies the following:

- (a) That except with respect to apprentices or trainees, a pool of readily available but unemployed individuals possessing the knowledge, skill, and ability to perform the work that the contract requires resides in the jurisdiction;
- (b) That the grant recipient will include appropriate provisions in its bid document ensuring that the contractor does not displace any of its existing employees in order to satisfy such hiring preference; and
- (c) That any increase in the cost of labor, training, or delays resulting from the use of such hiring preference does not delay or displace any transportation project in the applicable Statewide Transportation Improvement Program or Transportation Improvement Program.

CATEGORY 20. CYBERSECURITY CERTIFICATION FOR RAIL ROLLING STOCK AND OPERATIONS.

If the applicant operates a rail fixed guideway public transportation system, it must make this certification. This certification is required by 49 U.S.C. § 5323(v), a new subsection added by the National Defense Authorization Act for Fiscal Year 2020, Pub. L. 116-92, § 7613 (Dec. 20, 2019). For information about standards or practices that may apply to a rail fixed guideway public transportation system, visit <https://www.nist.gov/cyberframework> and <https://www.cisa.gov/>.

The applicant certifies that it has established a process to develop, maintain, and execute a written plan for identifying and reducing cybersecurity risks that complies with the requirements of 49 U.S.C. § 5323(v)(2).

CATEGORY 21. PUBLIC TRANSPORTATION ON INDIAN RESERVATIONS FORMULA AND DISCRETIONARY PROGRAM (TRIBAL TRANSIT PROGRAMS).

Before FTA may provide Federal assistance for an Award financed under either the Public Transportation on Indian Reservations Formula or Discretionary Program authorized under 49 U.S.C. § 5311(c)(1), as amended by the FAST Act, (Tribal Transit Programs), the applicant must select the Certifications in Category 21, except as FTA determines otherwise in writing.



Certifications and Assurances

Fiscal Year 2021

Tribal Transit Program applicants may certify to this Category and Category 1 (Certifications and Assurances Required of Every Applicant) and need not make any other certification, to meet Tribal Transit Program certification requirements. If an applicant will apply for any program in addition to the Tribal Transit Program, additional certifications may be required.

FTA has established terms and conditions for Tribal Transit Program grants financed with Federal assistance appropriated or made available under 49 U.S.C. § 5311(c)(1). The applicant certifies that:

- (a) It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
- (b) It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
- (c) It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR Part 625. Its Award will achieve maximum feasible coordination with transportation service financed by other federal sources.
- (d) With respect to its procurement system:
 - (1) It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 200, for Awards made on or after December 26, 2014,
 - (2) It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 49 CFR Part 18, specifically former 49 CFR § 18.36, for Awards made before December 26, 2014, or
 - (3) It will inform FTA promptly if its procurement system does not comply with either of those U.S. DOT regulations.
- (e) It will comply with the Certifications, Assurances, and Agreements in:
 - (1) Category 05.1 and 05.2 (Charter Service Agreement and School Bus Agreement),
 - (2) Category 06 (Transit Asset Management Plan),
 - (3) Category 07.1 and 07.2 (Rolling Stock Buy America Reviews and Bus Testing),
 - (4) Category 09 (Formula Grants for Rural Areas),
 - (5) Category 15 (Alcohol and Controlled Substances Testing), and
 - (6) Category 17 (Demand Responsive Service).



Certifications and Assurances

Fiscal Year 2021

**FEDERAL FISCAL YEAR 2021 CERTIFICATIONS AND ASSURANCES FOR FTA
ASSISTANCE PROGRAMS**

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

Name of Applicant: Collier Metropolitan Planning Organization (MPO)

The Applicant certifies to the applicable provisions of categories 01–21. 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 2021

- | | | |
|----|---|-------|
| 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 | _____ |
| 21 | Tribal Transit Programs | _____ |

FEDERAL FISCAL YEAR 2021 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE**PAGE**

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2021)

AFFIRMATION OF APPLICANTName 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 2021, 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 2021.

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



Certifications and Assurances

Fiscal Year 2021

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

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 Elaine Middelstaedt Date: 10/8/21

Name Elaine Middelstaedt, Esq. 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 Scott R. Teach Date: 10/8/21

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.



RESOLUTION 2022-02

RESOLUTION OF THE COLLIER METROPOLITAN PLANNING ORGANIZATION AUTHORIZING THE MPO CHAIR TO EXECUTE AN AMENDMENT TO THE 2020/21-2021/22 UNIFIED PLANNING WORK PROGRAM APPROVED ON FEBRUARY 11, 2022.

WHEREAS, the Collier Metropolitan Planning Organization (MPO) has the authority to execute the 2020/2021-2021/22 Unified Planning Work Program (the "UPWP") (per 23 CFR § 450.308(b) and F.S. § 339.175(9), which was approved at the MPO's June 12, 2020, meeting; and

WHEREAS, the FY 2020/21-2021/22 UPWP may be amended throughout the life of the document to revise the scope and/or budget; and

WHEREAS, Amendment One to the UPWP increased the FTA 5305(d) funding allocated in FY 2020/21 by \$11,802 on October 9, 2020; and

WHEREAS, Amendment Two to the UPWP revised the 20% local and State match which was to be provided in cash and is now to be provided by Transportation Development Credits; and

WHEREAS, Amendment Three to the UPWP increased the Federal Highway Administration ("FHWA") funding allocated in FY 2021/22 by \$80,988 on September 10, 2021; and

WHEREAS, proposed Amendment Four to the UPWP defines a transit planning study, reallocates funding throughout tasks in the UPWP, and adds a task to begin scope development for the 2050 Long Range Transportation Plan; and

WHEREAS, the MPO reviewed the attached relevant revised pages of the UPWP and approved Amendment Four to the UPWP.

NOW, THEREFORE, BE IT RESOLVED BY THE COLLIER METROPOLITAN PLANNING ORGANIZATION THAT:

1. The Collier MPO has the authority to amend the attached: (a) 2020/21-2021/22 Unified Planning Work Program, which was previously approved by resolution on June 12, 2020, and as amended on October 9, 2020; on March 12, 2021; and, on September 10, 2021.
2. The Collier MPO authorizes it's the MPO Executive Director to submit the Fourth Amendment to the UPWP and the attached documents as revised to the Florida Department of Transportation.
3. The Collier MPO authorizes its Chair to sign any other related documents that may be required in connection with the processing of the documents.

This Resolution was PASSED and DULY ADOPTED by the Collier Metropolitan Planning Organization Board on February 11, 2022.

Attachment: Resolution 2022-02 (21244 : Approve Amendment 4 to FY 20/21-21/22 Unified Planning Work Program)

Attest:

**COLLIER COUNTY METROPOLITAN
PLANNING ORGANIZATION**

By: _____
Anne McLaughlin
Collier MPO Executive Director

By: _____
MPO Chair

Approved as to form and legality:

Scott R. Teach, Deputy County Attorney

Attachment: Resolution 2022-02 (21244 : Approve Amendment 4 to FY 20/21-21/22 Unified Planning Work Program)



EXECUTIVE SUMMARY

Metropolitan Planning Organization Advisory Council (MPOAC) Weekend Institute

OBJECTIVE: For the Board to receive notice of MPOAC Weekend Institute dates for 2022.

CONSIDERATIONS: The MPOAC provides a weekend institute for MPO Board members in April (Orlando) and May (Tampa). The Institute provides Board members an overview of the metropolitan transportation planning process in a casual, in person retreat environment. MPO funding is available to cover travel costs.

COMMITTEE RECOMMENDATION: n/a.

STAFF RECOMMENDATION: For the Board to receive notice of MPOAC Weekend Institute dates.

Prepared By: Brandy Otero, MPO Principal Planner

ATTACHMENT(S)

1. Save the Date Card (PDF)

02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 12.A**Doc ID:** 21251**Item Summary:** Metropolitan Planning Organization Advisory Council (MPOAC) Weekend Institute**Meeting Date:** 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 2:40 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 2:40 PM

Approved By:**Review:**

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 2:43 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 3:07 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM

MPOAC WEEKEND INSTITUTE 2022

Pick a place and save the date

Two event locations:

APRIL 22-24, 2022

FLC University Training Center
Orlando, Florida

MAY 20-22, 2022

Renaissance Hotel International Plaza
Tampa, Florida

Visit www.institute.mpoac.org for more information.



The Institute Will Cover:

- Laws and Regulations Affecting MPOs
- MPO Board Responsibilities & Authority
- MPO Products and Processes
- Critical Funding Issues
- Transportation Jargon & Acronyms

SPACE IS LIMITED
Register Online Now
www.institute.mpoac.org

Coordinate with your colleagues and staff director to determine which MPO board members will attend each MPOAC Institute. Space is limited to a total of 25 participants per Institute. Florida MPOs may send up to three board members to each event on a first-come, first-served basis. A registration fee of \$300 will be required to attend.

Visit www.institute.mpoac.org for more information.



02/11/2022

COLLIER COUNTY
Metropolitan Planning Organization

Item Number: 14.A

Item Summary: Next Meeting Date - March 11, 2022 - 9:00 a.m. Board of County Commissioners Chambers, 3299 Tamiami Trail East, Naples, FL 34112

Meeting Date: 02/11/2022

Prepared by:

Title: – Metropolitan Planning Organization

Name: Danielle Bates

02/02/2022 12:56 PM

Submitted by:

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

02/02/2022 12:56 PM

Approved By:

Review:

Metropolitan Planning Organization	Brandy Otero	MPO Analyst Review	Completed	02/02/2022 1:13 PM
Metropolitan Planning Organization	Anne McLaughlin	MPO Executive Director Review	Completed	02/02/2022 1:44 PM
Metropolitan Planning Organization	Anne McLaughlin	Meeting Pending		02/11/2022 9:00 AM