

Agenda TAC

Technical Advisory Committee

IN-PERSON MEETING

Transportation Management Services Department
Main Conference Room
2885 South Horseshoe Dr.
Naples, FL, 34104

January 23, 2023, 9:30 A.M.

- 1. Call to Order
- 2. Roll Call
- 3. Approval of the Agenda
- 4. Approval of the November 28, 2022 Meeting Minutes
- 5. Open to Public for Comments
 Items Not on the Agenda
- 6. Agency Updates
 - A. FDOT
 - B. MPO Executive Director
- 7. Committee Action
 - A. Elect Chair and Vice-Chair
 - B. Endorse Automated Transportation Improvement Program (TIP) Scope

- C. Endorse Scope of Services for Bicycle and Pedestrian Master Plan Update
- D. Clear and Block Date for Tentative Joint Meeting with Lee County TAC
- 8. Reports & Presentations*
- A. South Corridor Master Plan FDOT Interstate Program Office
- 9. Member Comments
- 10. Distribution Items
- 11. Next Meeting Date

February 27, 2023

New Location: Transportation

Management Services Bldg., Main

Conference Room, 2885 S. Horseshoe Dr.,

Naples, FL, 34104

12. Adjournment

*May Require Committee Action

PLEASE NOTE:

The meetings of the advisory committees of the Collier Metropolitan Planning Organization (MPO) are 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 should contact the MPO Director at least 14 days prior to the meeting date. Any person who decides to appeal a decision of the advisory committee 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 Title VI Coordinator, Ms. Dusty Siegler (239) 252-5814 bv Dusty. Siegler@colliercountyfl.gov, or in writing to the Collier MPO, attention: Ms. Siegler, at 2885 South Horseshoe Dr., Naples, FL 34104.

TECHNICAL ADVISORY COMMITTEE of the COLLIER METROPOLITAN PLANNING ORGANIZATION MEETING MINUTES

November 28, 2022, 9:30 a.m.

1. <u>Call to Order</u>

Ms. Lantz called the meeting to order at 9:36 a.m.

2. Roll Call

Ms. Siegler called the roll and confirmed a quorum was present.

TAC Members Present

Lorraine Lantz, Chair, Collier County Transportation Planning
Allison Bickett, Vice Chair, City of Naples
Dan Hall, Collier County Traffic Operations
Dave Rivera, City of Naples
Justin Martin, City of Marco Island
Margaret Wuerstle, Southwest Florida Regional Planning Council
Michelle Arnold, Director, Collier County Public Transportation & Neighborhood Enhancement (PTNE)
Tim Brock, Everglades City

TAC Members Absent

Andrew Bennett, Collier County Airport Authority Daniel Smith, City of Marco Island Don Scott, Lee MPO John Kasten, Collier County School Board

Ute Vandersluis, Naples Airport Authority

MPO Staff

Anne McLaughlin, Executive Director Sean Kingston, Principal Planner Dusty Siegler, Administrative Assistant

Others Present

Bill Gramer, Jacobs Engineering Group Inc. Victoria Peters, FDOT Community Liaison Wally Blain, Benesch

Mr. Martin introduced himself.

3. Approval of the Agenda

Ms. Arnold moved to approve the agenda. Mr. Rivera seconded. Carried unanimously.

4. Approval of the September 26, 2022 Meeting Minutes

Mr. Brock moved to approve the September 26, 2022 meeting minutes. *Ms. Bickett* seconded. Carried unanimously.

5. Public Comments for Items not on the Agenda

None.

6. Agency Updates

A. FDOT

Ms. Peters stated that a snapshot of the new draft tentative work program took place on approximately November 17. FDOT central office has created a unform booklet cover and format, so it will look different this year. FDOT is working on the add/defer/delete sheets, or variance report. It looks like Collier County did well; most of its priority projects appear to have been programmed. One big project that was deferred last year that was one of the County's top priorities, on SR 951/Collier Boulevard, Manatee Road to north of Tower Road, was brought back into construction.

Ms. Peters hoped to get the draft tentative work program out early the following week, noting that the MPO Board meets on December 9. FDOT typically shows a video at the Board meeting, but it is unclear if it will be available in time. Most District I MPOs and TPOs are not having their board presentations until January. Ms. Peters will do her best to provide the add/defer/delete sheets in time for the December 9 MPO Board meeting and provide an update at the Board meeting and address questions.

An online public hearing will take place from December 12, 2022, through December 16, 2022; Ms. Peters can provide the link when it is available. There will be videos and comments can be submitted online. All of the draft tentative work programs will be available online. There will be a hybrid in-person information session/GoTo webinar on Wednesday, December 14, from 9 a.m. to 11 a.m., at FDOT's Southwest Area Urban Office (SWAO). There will also be a meeting at the District I office in Bartow. FDOT would like to receive comments on the draft tentative work program during the week of December 12, but comments are welcome any time. There is an online comment card available during the online hearing that week.

The regional information session that was postponed because of Hurricane Ian has been rescheduled: Wednesday, January 18, 2023, in Bartow, from 9 a.m. to 11:30 a.m. (discretionary grants), and from 1 p.m. to 3 p.m. (Strategic Intermodal System-SIS).

FDOT has a vacant community liaison position for the Sarasota/Manatee area and the employee could work out of the SWAO or the Bartow office, or even the Sarasota/Manatee areas. Qualified candidates are encouraged to apply.

B. MPO Executive Director

Ms. McLaughlin introduced the MPO's new principal planner, Sean Kingston. The MPO has another vacant principal planner position and qualified candidates are encouraged to apply.

The agenda packet for the upcoming MPO Board meeting will be posted in the agenda software on Thursday (December 1) to be published and distributed on Friday (December 2). **Ms. McLaughlin** requested Ms. Peters coordinate with her regarding the draft tentative work program; MPO Staff prefers to provide it to technical staff right away and the MPO Board members are typically interested in technical staff's opinions on the work program. Staff also prefers to provide the draft tentative to the Technical and Citizens Advisory Committees as soon as possible. **Ms. Peters** indicated she was not sure she could get anything out by Thursday but would work hard to try to do so.

7. Committee Action

A. Endorse Congestion Management Process (CMP) Origin and Destination (O&D) Report

Ms. McLaughlin stated the O&D Report is the final deliverable for the CMP update for 2022. TAC reviewed a draft of the Report in September. The final Report contains revisions made in response to feedback received. The changes made to the Report and various comments received on the draft are contained in the attachments to the agenda packet. MPO Staff is bringing the final O&D Report to the MPO Board for approval in December. The Congestion Management Committee (CMC) has reviewed and endorsed the final Report.

Mr. Blain provided a presentation regarding the final O&D Report. There is new information since his presentation to TAC in September. One issue in looking at the O&D trends was how to define the subareas; the planning communities for Collier and Lee County were looked at. There are 17 land use/planning areas in Collier County and Benesch identified additional areas that needed to be defined or expanded. By way of example, the City of Everglades City is a County planning area that does not include Chokoloskee or Plantation Island. The Everglades City subarea was expanded to include the locations for the O&D study. The City of Marco Island was its own County planning area but did not include Goodland or other areas along SR 951. Subareas were not adjusted for Lee County; the 22 subareas from Lee County are as-is. For surrounding counties, no subareas were used.

From a broad perspective, the following categories were evaluated regarding daily trips generated: trips that start in Collier County and end in the County and trips that pass-through Collier County (start in another county and end in another county). There are approximately one million trips daily that start in Collier County and stay in the County. In the Report, trips are counted on a stop-by-stop basis. For example, if a person is going to dinner, but stops at a gas station on the way, it is counted as two trips instead of one trip. There are approximately 115,000 and 128,000 daily trips respectively either entering or exiting

the County. The approximate one million daily trips do not include the trips that pass-through the County. Most trips that pass through the County are on I-75. Many trips that pass through on U.S. 41 west-bound are heading north on SR 29 and SR 82. Some of the pass-through trips on SR 82 are coming from Lee County and then traveling north on SR 29.

Home-to-work trips were also evaluated. Approximately 50% of home-to-work trips have a work destination west of I-75, which is illustrative of the land use pattern of where people work and live. Approximately 10% of the people who reside in Collier County have a work destination in Lee County.

The data source used is Replica. Replica uses location-based service data from mobile phones and data from in-dash navigation, such as fleet vehicles. That information is balanced with data from the Census Bureau, the American Community Survey and the National Household Travel Survey. All personal information is removed from data gathered and input into a model process to create results that are based on empirical and observed patterns. The two different models are called "Places" and "Trends." The Trends data lets us look back in history overall and is not so much focused on details.

Trend data for working from home for 2019 through early 2020 was gathered from census data prior to COVID. Subsequently, Replica received trend data regarding people working from home. The work from home information is current through this October and shows a spike in people working from home (or not going to work) in Collier County due to Hurricane Ian. There are approximately 25,000 to 30,000 people (approximately 16% of the working population) currently working from home on an average weekday.

From a subarea perspective, more details about trip characteristics were evaluated from an origin, destination and home-to-work perspective. The Report includes information on the busiest start time, most common trip purpose, average amount of time for trip durations, and average trip distance. There was a previous question at a CMC meeting about categorization of "errand" and "shopping." For reporting purposes, shopping is when a good is purchased (e.g., groceries, clothes) and an errand is when a service is purchased (e.g., haircut, oil change, doctor appointment). Mr. Hall asked why the trip purpose graph being shown had a low number for "home" purpose trips. Mr. Blain responded that within that subarea, the trips that originated in the subarea had a destination of home. On the destination side, the home trip purpose would likely be a higher percentage. Mr. Blain continued that interesting patterns emerge from the trip characteristics; some areas have a good mixed use of residential and commercial, and some short trips could be satisfied by means other than by automobile. Ms. Vandersluis asked how current the gathered data is. Mr. Blain responded that the data run in the Places model was based on the Spring of 2021. Places data is more in-depth and detailed and not released as frequently. The Trends data is released on a more frequent basis but is not as detailed. Mr. Brock indicated that millions of people travel to Everglades National Park/Big Cypress area and asked how that is captured in the Report. Mr. Blain responded it would be captured as the trip destination. In the analysis, those areas were larger subareas. The data used is from Spring of 2021, and therefore, may not capture other times of the year.

Mr. Blain continued regarding the changes that were made since September: corrections to typos and text inconsistencies; update to the executive summary section (home-to-work detail and work from trends added); clarification added to Table 5 and text for explaining work locations; and revised text

describing the number of trips passing through Collier County with an origin and a destination in Lee County. CMC endorsed the Report on November 16. Mr. Blain offered to answer any questions.

Mr. Brock asked who uses the Report once it's finalized. Ms. McLaughlin responded that the MPO uses the Report as significant background information as the 2050 Long-Range Transportation Plan (LRTP) is developed. CMC will also use the Report as a factor in their ongoing work and in deciding on projects and their priority. The Report contains information that would be useful to land use planners; the Report provides data capture in areas that are mixed use. Mr. Brock asked whether the Report would be used for capacity issues, and Ms. McLaughlin responded it would be used for planning for growth, particularly for trying to redirect traffic as appropriate, shorten trips and capture trips within a subarea. Mr. Brock expressed concern about the amount of people travelling through Everglades City and whether such issues would be addressed in future road and capacity planning for the area. The numerous trips coming through Everglades City to pursue recreation in the Big Cypress area do not appear to be captured. Mr. Blain responded that the Report evaluates origin and destination pairs, and trips that are recreational are not always repeated and predictable. There may be many people travelling there, but not the same people from the same area on the same day to create a pattern. Ms. McLaughlin added that it may be helpful to look at the statistics from Everglades City's tourism/visitor's bureau and traffic counts during high season. Mr. Martin asked for clarification on the subarea maps; Marco and the City of Marco Island are listed as different subareas. Mr. Blain explained that Marco includes the surrounding Rookery area and Goodland, and some other surrounding areas that are not contained in the City of Marco Island planning map. Ms. Lantz commented that the Report will be useful to land use planners.

Ms. Bickett moved to endorse Congestion Management Process (CMP) Origin and Destination (O & D) Report. Mr. Brock seconded. Carried unanimously.

B. Endorse County's Updated Transit Asset Management (TAM) Plan Performance Targets

Ms. McLaughlin explained that as performance targets have been put forth from the federal government, the MPO has sought to maintain consistency with FDOT and transit asset management performance targets. The BCC adopted new performance targets and updated the TAM Plan on November 8, 2022. The MPO Board programs projects to support the TAM Plan. An MPO is not required to adopt new performance targets until the LRTP is updated, but such a waiting period seems unnecessary.

Ms. Arnold added that the Federal Transit Administration likes to see the MPO work with Collier County Public Transportation & Neighborhood Enhancement (PTNE) on performance targets. It would be best for the MPO not to wait to adopt the performance targets until the next LRTP update. Ms. Arnold can answer any questions about specific updates or the targets. One major change that occurred, is better definition of assets. Guidelines regarding the benchmark for useful life were also added. The updates will help PTNE with better tracking for budgeting purposes. Ms. McLaughlin commented that it seems to be a refinement and not a change to the current practice. Endorsement from TAC was requested; the item will be brought to the MPO Board in December.

Mr. Brock moved to endorse County's Updated Transit Asset Management (TAM) Plan Performance Targets. Ms. Bickett seconded. Carried unanimously.

C. Endorse Transit Regional Service and Fare Study Scope

Ms. McLaughlin explained that the consultant for the study is Jacobs Engineering Group under the County's general planning contract. The study will evaluate the prospect of implementing additional regional bus services between Collier and Lee Counties. The study will be helpful in the upcoming LRTP update and is funded under the FY23/24 Unified Planning Work Program. TAC endorsement of the study scope was requested. **Ms. Arnold** added that study is a joint effort and PTNE is helping to fund it (50/50). The study is a component of the goals in the Transit Development Plan (TDP) in terms of potential regionalization.

Mr. Gramer provided an overview of the scope of the study. The study aims to connect Collier and Lee Counties more efficiently by potentially identifying additional possible transit routes to provide better operations and services. Importantly, the study will flesh out the obstacles and opportunities that exist. Feasibility is a main goal of the study. The study will also look at regional fare structures (such as a joint pass for Collier and Lee Counties), potential benefits and costs. There will be research on what other municipalities are doing and their structures. User benefits, service gaps, funding availability, and needs will also be evaluated.

Ms. Lantz asked if the study would tie into the LRTP and the major update for the TDP. Ms. McLaughlin responded it would and is helpful for identifying regional needs. Ms. Lantz asked who would be managing the project. Ms. Arnold indicated that is still being worked out. The last time there was a joint study, the MPO was the lead. Ms. McLaughlin added that the MPO may manage the contract in terms of making sure the deliverables are met and the schedule, and the substance of the work deferred to PTNE as the transit experts. Ms. Lantz asked if the document would be brought to the BCC. Ms. Arnold indicated it could be presented for information purposes, but she did not think it would be necessary for the BCC to take action on it.

Mr. Brock moved to endorse Transit Regional Service and Fare Study Scope. *Ms. Vandersluis* seconded. Carried unanimously.

D. Endorse Transfer of \$2.5 million in FY23 SU Funds to CAT Maintenance & Operations Facility Replacement Project

Ms. McLaughlin explained that MPO Staff recently learned that approximately \$3.5 million in SU funds remains unprogrammed for FY 2023 (which is our current fiscal year). Mr. Brock asked what SU funds are slotted for, and Ms. McLaughlin responded that SU funds are flexible and are the Surface Transportation Block Grant-this is specifically the urban component of that. The reason Staff focuses a lot of time and attention on SU programming is because, as a transportation management agency, a certain amount is allocated to the MPO to program. The MPO receives approximately \$5 million annually in SU funds, which gets programmed for congestion management, bicycle/pedestrian, transit, bridges, safety, and some for planning. The MPO, along with its committees, makes a diligent effort to program the funds thoroughly. There is a federal reconciliation process every year, and sometimes funding that was not

anticipated is put in the SU box during the first year of the Work Program. There is limited ability for the MPO to rush projects forward. If the funding authority is not used by the MPO, the money remains but the MPO loses the authority over it (this is known as fiscal constraint). FDOT makes a diligent effort to obligate their fiscal constraint in any given fiscal year. If the MPO is unable to use the funding authority, FDOT could use the funding authority elsewhere. One initiative that seems to be able to take advantage of the funding are some of the transit priorities. Staff's recollection is that transit deadlines, as it pertains to funding, are different than the MPO's. Last year, Collier MPO was in a similar position and the MPO Board approved transferring approximately \$3 million in SU funds for the same project, which is currently estimated to cost approximately \$8 million. If the \$2.5 million were to be transferred, it would make the MPO's contribution approximately \$5.5 million. It should be noted that the MPO has committed to cover some cost overruns on two County bicycle/pedestrian projects in the same fiscal year. FDOT and FHWA emphasize that MPOs need to be multi-modal planning agencies and look for other ways to address congestion issues. Equity is also a required consideration; the transit system serves the disadvantaged population. The contribution would also impact the TAM Plan, and asset management across all categories, in addition to road pavement condition, which is a very high priority for the federal and State government.

Ms. Peters stated that she had moved \$2 million (and not 2.5) in Collier MPO's SU box for this project, and the current balance of the MPO's SU box is approximately \$1.386 million. It was previously discussed that the MPO should keep \$1 million in its SU box for potential cost overruns. Therefore, if the \$386,000 is also moved, the contribution would be \$2.386 million instead of \$2.5 million. Ms. McLaughlin clarified that MPO Staff requests endorsement of "up to" \$2.5 million. Mr. Brock inquired as to what the funds had been initially awarded for. Ms. McLaughlin responded that approximately \$9 million was approved by the MPO Board to put towards County bicycle/pedestrian projects in FY 2023, and also included in that was transportation alternative funds. Ms. McLaughlin advised everyone to let her know if anyone is working on a Local Agency Program project in FY 2023 that will likely have a cost overrun. Ms. Peters indicated the current balance of Collier MPO's TA (transportation alternative) box for FY 2023 is \$768,627. There are options still to be explored to fund cost overruns and the transit maintenance building.

Ms. Arnold stated the project is currently in the design phase. The facility will be built on CAT's property.

Ms. Arnold moved to Endorse Transfer of up to \$2.5 million in FY23 SU Funds to CAT Maintenance & Operations Facility Replacement Project. Mr. Brock seconded. Carried unanimously.

8. Reports and Presentation (May Require Committee Action)

None.

9. <u>Member Comments</u>

Mr. Brock stated that Everglades City is having another seafood festival during the third week in February.

Ms. Arnold stated that transit is very busy. Seasonal changes were recently implemented for operational efficiency. PTNE is participating in the Immokalee Christmas Parade, which it does every year. A big project is getting the maintenance facility completed. Ms. Arnold welcomed Mr. Kingston and Mr. Martin.

Mr. Martin stated that the City of Marco Island is starting its intersection traffic signals study of eleven intersections. Traffic counts will start in January. Marco Island is hoping to make improvements to its intersections in late FY 2023 after the study is complete. On December 3, there is a grand opening of the new Veterans' Community Park and activities start at 5 p.m. It has a new bandshell stage and farmers markets will be hosted there.

10. Distribution Items

A. Revised/Final Congestion Hotspots Fact Sheets

Item distributed. **Ms. McLaughlin** indicated the Fact Sheets are part of the CMP update and the O&D Report. The Fact Sheets are in final form and comments on the drafts were addressed.

B. Draft 2023 MPO Meeting Calendar

Item distributed. **Ms. McLaughlin** pointed out that the meeting location for TAC for 2023 has changed. TAC's typical meeting room is no longer available for the MPO to use in 2023. The 2023 meetings will be held next door at the same building where the MPO is located: Transportation Management Services Bldg. Main Conference Room, 2885 S. Horseshoe Dr., Naples, FL, 34104. The front doors of the new meeting location are locked, so the MPO will have someone waiting up front to receive and escort meeting attendees. Members should have Ms. McLaughlin or Mr. Kingston's mobile phone numbers handy in the event they are running late.

11. Next Meeting Date

January 23, 2023, 9:30 a.m. – <u>New location</u>: Transportation Management Services Bldg. Main Conference Room, 2885 S. Horseshoe Dr., Naples, FL, 34104 – in person.

Ms. Lantz indicated that at the January meeting, it is anticipated that TAC will elect a new Chair. Ms. Lantz is happy to continue as Chair but has taken on a different position in transportation planning. If Ms. Lantz were Chair in 2023, she may send an alternate to TAC meetings.

12. Adjournment

Ms. Lantz adjourned the meeting at 11:05 a.m.

EXECUTIVE SUMMARY COMMITTEE ACTION ITEM 7A

Elect Chair and Vice-Chair

OBJECTIVE: For the Committee to elect a Chair and Vice-Chair for calendar year 2023.

CONSIDERATIONS: The Committee Bylaws require that the Committee elect a Chair and Vice-Chair at the first regularly scheduled meeting of each year when a quorum is attained.

Any Committee member may nominate or be nominated as Chair/Vice-Chair. Elections shall be decided by the majority vote of Committee members present. The Chair and Vice-Chair shall serve a one-year term or until a successor is elected. Lorraine Lantz is the current Chair; Alison Bickett is the current Vice-Chair.

STAFF RECOMMENDATION: That the Committee elect a Chair and Vice-Chair for calendar year 2023.

ATTACHMENT(S):

None

Prepared By: Anne McLaughlin, MPO Director

EXECUTIVE SUMMARY COMMITTEE ACTION ITEM 7B

Endorse Scope to Automate Transportation Improvement Program (TIP) Project Sheets and Develop Interactive Map

<u>OBJECTIVE</u>: For the Committee to endorse the Scope to Automate the MPO's TIP Project Sheets and Develop an Interactive Map.

<u>CONSIDERATIONS</u>: The Collier MPO wishes to contract with a consultant to develop a project sheets database and interactive, searchable map for the FY 2024-2028 Transportation Improvement Program. The study is identified in Task 2 (Data Collection) and Task 3 (TIP Monitoring and Development) of the FY 2022/23 Unified Planning Work Program (UPWP). The project will be completed under the MPO's Professional Services Contract 18-7432 MP. In accordance with this contract, a request was sent to Collier County's Procurement Services to assign a vendor for the study. Procurement Services assigned Capital Consulting Solutions to complete the project.

The proposed fee is \$24,744. There is sufficient funding identified in the UPWP for this task in FY 2022/23, contingent upon FDOT approval of Amendment 2 to the UPWP.

In order to meet the annual TIP production schedule and comply with MPO Agreement G1M49 (Section 10B), the MPO has already requested and received FDOT's and FHWA's concurrence on the scope of work and the use of the vendor, Capital Consulting Solutions.

The MPO Board will be asked to approve the Work Order on February 10, 2023.

STAFF RECOMMENDATION: That the Committee endorse the Scope to Automate the MPO's TIP Project Sheets and Develop an Interactive Map.

Prepared By: Anne McLaughlin, MPO Director

ATTACHMENT(S):

1. Scope to Automate TIP Project Sheets & Searchable GIS Map



ATTACHMENT A

Capital Consulting Solutions, LLC

Scope of Professional Services

Collier Metropolitan Planning Organization (MPO)- 18-7432 MP

FY 2024 - 2028 Transportation Improvement Program (TIP)

Project Sheets Database and Interactive, Searchable Map

BACKGROUND

The general objective for this task is to contract outside professional services of CAPITAL CONSULTING SOLUTIONS (referred to hereafter as "CONSULTANT") for the Collier County Metropolitan Planning Organization (MPO) (referred to hereafter as "CLIENT") to develop a Transportation Improvement Program. The CLIENT is seeking professional services to 1) automate the transfer of data to a project sheet template, and 2) develop an interactive, searchable map in GIS format.

PURPOSE

The CLIENT is seeking professional services to:

- 1. Automate the transfer of data to a project sheet template that includes the information currently shown in the CLIENT'S project sheet template
- 2. Develop an interactive, searchable map in GIS format. The CLIENT'S current project sheet template is shown in the attached Exhibit.

TASKS

In accordance with the general scope of basic services stated herein, the CONSULTANT shall perform services necessary to complete the following task:

Task Index:

- 1. Project Management
- 2. Development of FY 2024-2028 TIP Project Sheets and Interactive Map
- 3. Staff Training and Standard Operating Procedures
- 4. On-call Technical Assistance

TASK 1- Project Management

The vendor will make available to the MPO project manager all personnel and equipment necessary to develop the TIP project sheets and interactive map, training manual, and technical assistance.



TASK 2- Development of FY 2024-2028 TIP Project Sheets and Interactive Map

CONSULTANT shall develop a database system that will illustrate Collier County projects for FY 2024-FY 2028. The CONSULTANT shall use ArcGIS to create an interactive Map.

Development of database and Adobe PDF versions of all project sheets and development of the FY 2024 – FY 2028 TIP interactive map for loading on the Collier MPO website.

TASK 3-Staff Training and Standard Operating Procedures

CONSULTANT shall provide training and standard operating procedures to CLIENT'S staff for updating the TIP project sheets and the GIS shapefiles.

TASK 4- On-call Technical Assistance

CONSULTANT to provide points of contact for technical assistance on an as-needed basis to the CLIENT.

DELIVERABLE(S)

- Searchable database versions of project sheets for the FY 2024-2028 TIP
- Adobe PDF versions of project sheets for the FY 2024-2028 TIP
- Searchable interactive map in GIS format that can be loaded on the Collier MPO website, and a PDF version of the composite map.

PROJECT ASSUMPTIONS

- MPO is to provide an excel spreadsheet of Draft TIP projects
- MPO is to provide an excel spreadsheet of Final TIP projects

EXCLUSION(S)

- Civil engineering services not included
- Any other services not outlined in this proposal

PROJECT SCHEDULE

- **February 10, 2023:** Anticipated MPO board approval on task order
- February 14, 2023: Notice to proceed issued to CONSULTANT
- February 14, 2023: MPO to provide an excel spreadsheet of draft TIP projects
- March 10, 2023: CONSULTANT to submit draft TIP project sheets to MPO
- March 10, 2023: CONSULTANT to provide draft interactive GIS map database to MPO
- April 10, 2023: MPO to provide an excel spreadsheet of final TIP projects
- April 30, 2023: CONSULTANT to submit final TIP project sheets to MPO
- April 30, 2023: CONSULTANT to provide final interactive GIS map database and PDF version to MPO
- June 30, 2023: CONSULTANT to provide staff training and manual of standard operating procedures to MPO



CAPITAL



PROGRESS BILLING

CONSULTANT to provide progress billing each month or at the conclusion of the project.

PROFESSIONAL SERVICES FEE(S)

The professional service fee estimates for the associated scope of services have been attached as Attachment B – Manhour and Cost Summary Estimate

The CLIENT shall compensate the CONSULTANT on a LUMP SUM basis for TASK 1- and TASK 4. A fee of the total estimated fees to complete the Scope of Services presented herein is:

Project Management	\$ 6,600.00
Development of FY 2024-2028 TIP Project Sheets and Interactive Map	\$ 13,680.00
Staff Training and Standard Operating Procedures	\$ 2,232.00
On-Call Technical Assistance	\$ 2,232.00
Grand Total	\$ 24,744.00



Attachment B

Fee Proposal

Collier Metropolitan Planning Organization (MPO)- 18-7432 MP FY 2024 - 2028 Transportation Improvement Program (TIP) Project Sheets Database and Interactive, Searchable Map Capital Consulting Solutions

22-Nov-22 ESTIMATE

Task	Description	Project Manager	GIS Specialists/ Technician	Total Hrs	Fee	Notes
		\$165.00	\$114.00			
	Project Sheets Database and	l Interactive	e, Searchable	e Map		
1.0	Project Management	40	0	40	\$ 6,600.00	
2.0	Development of FY 2024-2028 TIP Project Sheets and Interactive Map	0	120	120	\$ 13,680.00	
3.0	Staff Training and Standard Operating Procedures	8	8	16	\$ 2,232.00	
4.0	On-call technical Assistance	8	8	16	\$ 2,232.00	
	Total	56	136	192	\$ 24,744.00	LS

EXECUTIVE SUMMARY COMMITTEE ACTION ITEM 7C

Endorse Scope of Services for Bicycle & Pedestrian Master Plan Update

<u>OBJECTIVE</u>: For the Committee to review and endorse the scope of services for the Bicycle & Pedestrian Master Plan Update.

<u>CONSIDERATIONS</u>: The MPO is preparing to issue a General Planning Contract (GPC) work order for professional services to update the 2019 Bicycle and Pedestrian Master Plan (BPMP). At its November 2022 meeting, the Bicycle and Pedestrian Advisory Committee (BPAC) received a presentation on progress made in implementing the 2019 BPMP and what has changed since 2019 in terms of local, state and federal plans and policies. BPAC discussed potential scope of work elements in a workshop format.

MPO Board members made the following suggestions regarding the scope of services in response to the BPAC Chair report given at their Board meeting on December 9, 2022:

- Commissioner McDaniel rely more on committee input, and less on consultant; include outreach to teach pedestrian and bicycle safety at elementary schools.
- Commissioner Kowal asked the Deputy County Attorney to develop an ordinance regarding cyclists riding against traffic on sidewalks being inherently unsafe; the MPO Board approved a motion to have the BPAC review the draft ordinance.
- Commissioner Hall as a cyclist, believes education is central; include outreach to seasonal drivers, riders on electric bicycles.

The draft Scope of Services shown in **Attachment 1** incorporates the MPO Board member comments and revisions requested by the BPAC. The draft Scope of Services is being presented to BPAC for endorsement at their January 17, 2023, meeting.

The anticipated timeline for the update is:

- January 2023: advisory committees endorse scope of services
- January 2023: FDOT, FHWA approval of scope and vendor selection
- February 2023: MPO Board approval of Work Order
- March 2023: Notice to Proceed
- April 2023 May 2024: BPMP Update completed, advisory committees endorse final draft
- June 2024: Board adoption

STAFF RECOMMENDATION: That the Committee endorse the Scope of Services for the Bicycle & Pedestrian Master Plan Update.

Prepared By: Anne McLaughlin, MPO Director

ATTACHMENT(S):

1. Draft Scope of Services for the Bicycle and Pedestrian Master Plan Update

2024 BICYCLE AND PEDESTRIAN MASTER PLAN UPDATE SCOPE OF SERVICES

INTRODUCTION

The Collier Metropolitan Planning Organization (MPO) has prepared this Scope of Services in order to issue a Work Order under the General Planning Contract.

Purpose

The 2024 Bicycle and Pedestrian Master Plan (BPMP) Update will be incorporated into the MPO's 2050 Long Range Transportation Plan (LRTP). The BPMP's primary purpose is two-fold:

- 1) Establish a methodology by which MPO member governments can submit stand-alone bike/ped projects for the MPO's SU Box and TA funds, and Carbon Reduction Formula funds
- 2) Identify regional bike/ped project priorities to support applications submitted by member governments or MPO staff to discretionary grant programs such as:
 - a. Recreational Trail Program
 - b. SUNTrail Program
 - c. Carbon Reduction Grant Program
 - d. Reconnecting Communities Pilot Program
 - e. RAISE (Local & Regional Project Assistance Program formerly TIGER & BUILD) and other discretionary grant programs with bike/ped project eligibility
- 3) Include public safety education and outreach as a component of the Plan, outreach should address all users and abilities, including elementary school children

MAJOR COMPONENTS

Public Involvement (in the development of the BPMP 2024 Update)

- 1) Compliance with MPO's Public Participation Plan (posted on the MPO's website)
- 2) Address seasonal fluctuations in residency non-peak season may be particularly suitable to reaching year-round residents, whereas part-time residents and the majority of tourists will only be in town during the peak season (Thanksgiving to Easter, with February the highest month)
- 3) Stakeholder Identification and Outreach
- Close coordination with the Bicycle and Pedestrian Advisory Committee (BPAC), including presentations at BPAC meetings
- 5) Communications
 - a. Interactive web-based component
 - b. Traditional media
 - c. Other public outreach

Local and Regional Plans

The 2024 BPMP Update will incorporate the investment priorities identified in the following adopted or approved plans and regional trail alignments, inclusive of future updates and amendments:

- 1) City of Naples Pedestrian and Bicycle Master Plan (2022)
- 2) City of Marco Island Bike Path Master Plan (2022)
- 3) City of Everglades City Bike/Pedestrian Master Plan (2020)
- 4) Naples Pathways Coalitions Paradise Coast Trail Feasibility Study (2022)
- 5) MPO Walkable Community Plans and Studies:
 - a. Bayshore Gateway Triangle CRA/Bayshore Beautification MSTU (2010)
 - b. Golden Gate City Walkable Community Study (2019)
 - c. Immokalee Walkable Community Study (2011)
 - d. Naples Manor Walkable Community Study (2010)
- 6) Collier County Community Redevelopment Agency Plans
- 7) MPO's Local Roads Safety Plan and its future iteration as a Safe Streets and Roads for All Action Plan
- 8) Gulf Coast SUNTrail Alignment
- 9) State Bike Route 15 Alignment
- 10) FDOT's Target Zero Florida Pedestrian and Bicycle Strategic Safety Plan (2021)
- 11) FDOT D1 Active Transportation Plan (2022)

Revise Policies and Implementation (Chapter 7, 2019 BPMP)

MPO Planning Policies

Update as needed, referencing FDOT's current Design Manual and Context Classification System, the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) formula funds and discretionary grant program planning criteria.

Call for Projects

Work with MPO, member government technical staff, and BPAC to develop a new project submittal process that is less restrictive than the 2019 BPMP.

The 2045 LRTP allocates the annual budget of \$5 million combined SU/TA funds in a five- year rotation. The methodology is likely to change with the adoption of the 2050 LRTP in December 2025.

2045 Long Range Transportation Plan - SU & TA Allocation

Year	Program	\$ Million TMA Funds	CY Call for Projects	Priority List CY Adopted	TIP FY
1	Bike-Ped	\$5	2021	2022	2028
	Bridges	\$5			
2	LRTP,PLN	\$1	2022	2023	2029
	Safety	\$1			
3	CMS	\$5	2023	2024	2030
4	Bike-Ped	\$5	2024	2025	2031
5	CMS	\$5	2025	2026	2032
	Total	\$27			

Equals 38:38:18:3:3 split over 5 year period

The increased allocation in SU, TA and new Carbon Reduction Formula Funds totals an additional \$1.5 million available for projects, including bike/ped:

IIJA/BIL Annual Increase					
TA+SU	\$	811,902			
CR	\$	660,447			
Total	\$	1,472,349			

Evaluation Criteria/Scoring Matrix

Work with MPO, member government technical staff, and BPAC to develop new evaluation criteria and a scoring matrix to rate and rank projects. Consider the following:

- Equity
- Reconnecting communities by removing, retrofitting or mitigating highways or other transportation facilities that create barriers to community connectivity, mobility, access or economic development
- Transit center improvements and transit last mile connections
- Inter/Intra-modal connections
- Robust public involvement/support
- Safety
 - Crash data analysis
 - Safety improvements
 - o Safe System Approach
 - o Public education component

- Regional network connections
- Complete Streets
- Climate Change & Sustainability
- Environmental Enhancements, Conservation, Education
- Safe Routes to Schools
- ADA improvements
- Micromobility
- Planning Consistency
- Economic Development / Revitalization
- Tourism
- Linear Parks
- Roadway redesigns
- Main street revitalization

Update MPO Bicycle & Pedestrian Facility GIS Database and Map

Collier County has updated its GIS transportation facility database to include the MPO's recorded bicycle and pedestrian facilities through early 2022. The consultant will provide an interactive map to post on the MPO's website to gather technical staff and public review comments to further refine and update the inventory.

The consultant will explore on-line bicycle route planning applications – free and custom – to share and continuously refine and update facility conditions in partnership with Naples Pathways Coalition, the City of Naples and other interested partners.

EXECUTIVE SUMMARY COMMITTEE ACTION ITEM 7D

Clear and Block Date for Tentative Joint Meeting with Lee County TAC

<u>OBJECTIVE:</u> For the Committee to discuss, clear and block <u>Thursday, October 5, 2023</u>, for a potential joint meeting with Lee County Technical Advisory Committee (TAC).

<u>CONSIDERATIONS</u>: The current Unified Planning Work Program for FY 22/23 – 23/24, Task 7, provides for regional coordination between Collier MPO and Lee MPO and for joint meetings between the Counties' TACs and CACs (Citizens Advisory Committees), as needed. The Interlocal Agreement for Joint Regional Transportation Planning and Coordination Between the Collier and Lee County MPOs provides for joint meetings between the advisory committees of Collier MPO and Lee MPO. The purpose of the Agreement is to promote and establish a forum for communication and coordination between the MPOs and to foster joint regional cooperation and conduct regarding transportation planning.

The current Collier MPO 2023 Meeting Schedule lists October 23, 2023, as a tentative meeting date for joint meetings with Lee TAC and Lee CAC. However, October 23, 2023, does not work for Lee MPO. Lee MPO has offered to try to clear Thursday, October 5, 2023, for a joint meeting. The location of the joint meeting may be in Bonita Springs, Estero, or potentially in Fort Myers.

STAFF RECOMMENDATION: That the Committee discuss, clear and block <u>Thursday</u>, <u>October 5</u>, <u>2023</u>, for a potential joint meeting with Lee TAC and, for voting purposes, confirm that at least six (6) members of TAC, exclusive of Lee MPO representative, Mr. Don Scott, plan to attend the joint meeting.

Prepared By: Dusty May Siegler, MPO Administrative Assistant

ATTACHMENT(S):

None

EXECUTIVE SUMMARY REPORTS & PRESENTATIONS ITEM 8A

FDOT Interstate Program Office - South Corridor Master Plan

<u>OBJECTIVE</u>: For the Committee to receive a presentation from FDOT's Interstate Program Office on the South Corridor Master Plan.

<u>CONSIDERATIONS</u>: The FDOT Interstate Program Office has requested to give a presentation on the current status of the South Corridor Master Plan (Attachment 1) and has provided a South Corridor Master Plan Handout (Attachment 2).

STAFF RECOMMENDATION: N/A

Prepared By: Anne McLaughlin, MPO Director

ATTACHMENT(S):

- 1. FDOT South Corridor Master Plan Presentation (1/2023)
- 2. FDOT South Corridor Master Plan Handout (1/2023)



I-75 MASTER PLAN UPDATE

(SOUTH CORRIDOR)

JANUARY 2023







- Introduction
- Year of Need (Interchanges/Mainline)
- Preliminary List of Proposed Projects
- Proposed Typical Sections
- Weave Section
- Public Outreach
 - **Next Steps**





75 SOUTHWEST CONNECT ONE INTERSTATE PROJECT TO

INTRODUCTION

Project: I-75 South Corridor Master Plan

Limits: I-75 from Collier Blvd. (SR 951) to Bayshore Rd. (SR 78)

FPID No.: 442519-1

MASTER PLAN PURPOSE:

- Document the existing corridors
- Determine mainline segment and interchange years of need
- Identify locations where improvements can be deferred via minor improvements
- Evaluate alternatives
- Define corridor segmentation
- Public and agency engagement

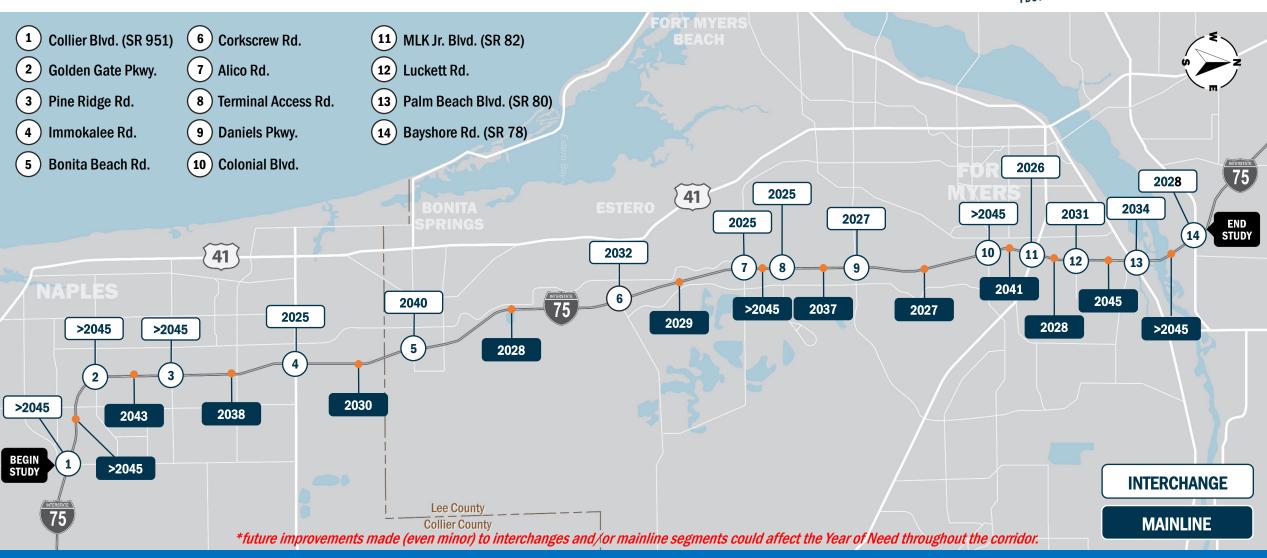
CAPE CORAL COLLIER COUNTY

The Florida Department of Transportation may adopt this planning product into the environmental review process, pursuant to Title 23 U.S.C. § 168(d)(4), or to the state project development process.



TO NITERSTATE TO NITERSTATE SOUTHWEST SOUTHWEST FOOT DISTRICT ONE INTERSTATE PROJECT TO

2045 NO BUILD YEAR OF NEED





PRELIMINARY LIST OF PROPOSED PROJECTS



INTERCHANGE PROJECTS PROPOSED

Project Name	Length (miles)	Year of Need	Improvement Type
Immokalee Rd. Interchange	0.491	2025	Interchange Configuration
Bonita Beach Rd. Interchange	0.558	2040	Interchange Configuration
Corkscrew Rd. Interchange	0.585	2032	Improve Adjacent Intersections
Alico Rd. Interchange	2.760	2025	Improve Adjacent Intersections
Terminal Access Rd. Interchange	0.193	2025	Improve with Alico Rd. Interchange
MLK Jr. Blvd. Interchange	0.553	2026	Improve Adjacent Intersections
Luckett Rd. Interchange	0.496	2031	Interchange Configuration Signalize Ramp Terminals
Palm Beach Blvd. Interchange	0.517	2034	Improve Adjacent Intersections
Bayshore Rd. Interchange	0.501	2028	Interchange Configuration

MAINLINE PROJECTS PROPOSED

Project Name	Length (miles)	Year of Need
I-75 from south of Golden Gate Pkwy. to south of Bonita Beach Rd.	11.072	2030
I-75 from south of Bonita Beach Rd. to north of Corkscrew Rd.	7.922	2030
I-75 from north of Corkscrew Rd. to north of Colonial Blvd.	12.611	2027
I-75 from north of Colonial Blvd. to south of Palm Beach Blvd.	4.452	2028



PROPOSED TYPICAL SECTIONS

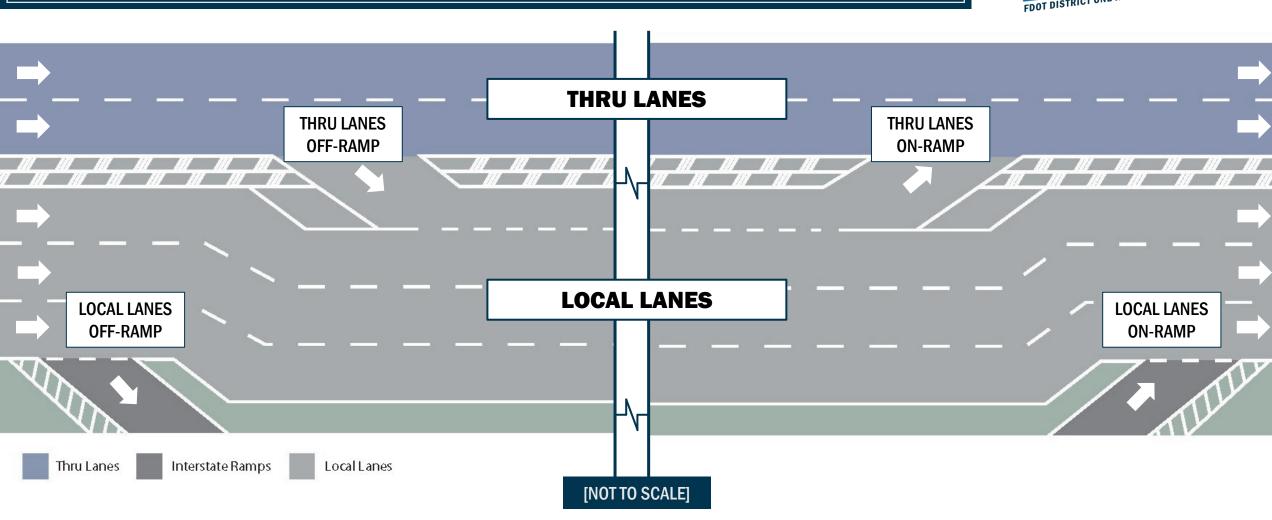


Collier Blvd. (SR 951) (11) MLK Jr. Blvd. (SR 82) 6 Corkscrew Rd. Golden Gate Pkwy. (12) Luckett Rd. (7) Alico Rd. (13) Palm Beach Blvd. (SR 80) Pine Ridge Rd. 8 Terminal Access Rd. Immokalee Rd. 9 Daniels Pkwy. (14) Bayshore Rd. (SR 78) Bonita Beach Rd. (10) Colonial Blvd. 41 END Study 41 NAPLES (5) PROPOSED 8 LANES PROPOSED 4 SEPARATED THRU LANES + AUXILIARY LANES (WHERE APPLICABLE) WITH 6 LANES + AUXILIARY LANES (WHERE APPLICABLE) 11.11.11 Lee County **Collier County**





WEAVE SECTION





PUBLIC OUTREACH



INTERACTIVE ONLINE TOUR

February 13 – February 27

LIVE ONLINE Q&A

Wednesday, February 15, 2023



CLICK HERE

or scan this QR Code to register for this LIVE GoToWebinar™ event.

IN-PERSON MEETING

Thursday, February 16, 2023
North Collier Regional Park

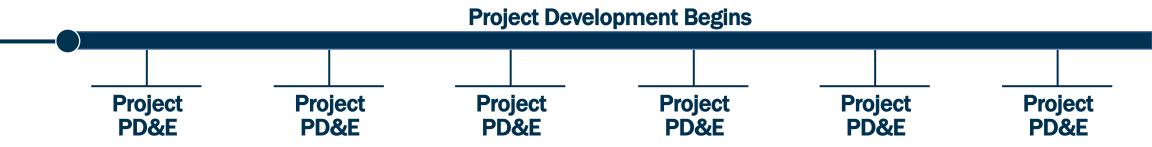




TO NE INTERSTATE PROJECT M

NEXT STEPS







Questions?



SOUTHWEST CONNECT™ INTERSTATE 75 (I-75)



SOUTH CORRIDOR MASTER PLAN

FPID No.: 442519-1 | LIMITS: I-75 from Collier Blvd. (SR 951) to Bayshore Rd. (SR 78)

Collier and Lee Counties, Florida | www.SWFLInterstates.com/i75-south-corridor

WHAT IS A MASTER PLAN?

A Master Plan is a document that summarizes a community's vision for future transportation and provides a set of recommended improvements to enhance safety and mobility. Development of a Master Plan involves:

- Data Collection
- Public Outreach
- Current and Future Transportation Needs Analysis
- Identification and Evaluation of Potential Projects

The Master Plan will document the corridor's needs, define and prioritize necessary improvements, and identify ways to fund these improvements. The FDOT will develop an Implementation Plan based on priorities identified in the Master Plan. Funded priorities will become individual projects which progress through the Project Development Process.

INTERCHANGE PROJECTS PROPOSED

PROJECT NAME	LENGTH (miles)	YEAR OF NEED	IMPROVEMENT TYPE
Immokalee Rd. Interchange	0.491	2025	Interchange Configuration
Bonita Beach Rd. Interchange	0.558	2040	Interchange Configuration
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I-75 from north of Colonial Blvd. to south of Palm Beach Blvd.	4.452	2025

UPCOMING EVENTS
LIVE Q&A
WEBINAR
FEBRUARY 15, 2023
BEGINS AT 6:00 P.M.

REGISTER TODAY!



IN-PERSON PUBLIC MEETINGFEBRUARY 16, 2023

5:00 P.M. - 7:00 P.M.

NORTH COLLIER REGIONAL PARK

- EXHIBIT HALL -

15000 LIVINGSTON RD. NAPLES. FL 34109

PROJECT CONTACTS

Interstate's Project Manager **Joshua Jester, PE**

Joshua.Jester@dot.state.fl.us

I-75 Projects Manager **Nicole Harris, PE**

Nicole.Harris@dot.state.fl.us

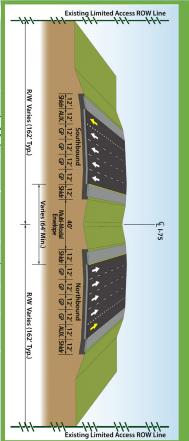
The Florida Department of Transportation may adopt this planning product into the environmental review process, pursuant to Title 23 U.S.C. § 168(d)(4), or to the state project development process. The Florida Department of Transportation is required to comply with various non-discrimination laws and regulations, including Title VI of the Civil Rights Act of 1964. Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Para información en español por favor comuníquese con nuestro representante, Luis Díaz al 407-710-3341. Nos interesa mucho la opinion del público sobre este proyecto. People who require special accommodations under the Americans with Disabilities Act or who require translation services (free of charge) should contact Cynthia Sykes, District One Title VI Coordinator, at (863) 519-2287, or email Cynthia.Sykes@dot.state.fl.us at least seven days prior to the meeting.

CORRIDOR INTERCHANGES

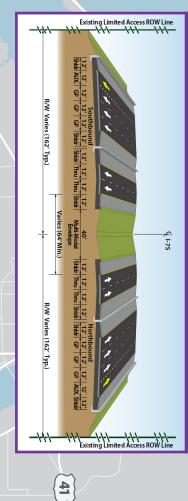
- 1 Collier Blvd. (SR 951)
- 2 Golden Gate Pkwy
- 3 Pine Ridge Rd.4 Immokalee Rd.
- 5 Bonita Beach Rd
- 6 Corkscrew Rd.
- 7 Alico Rd.

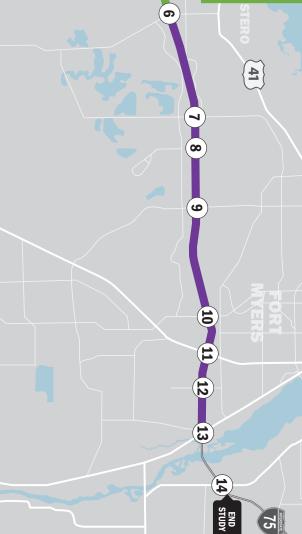
- 8 Terminal Access Rd.
- 9 Daniels Pkwy.
- 10 Colonial Blvd.
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- 12 Luckett Rd.
- 13 Palm Beach Blvd. (SR 80)
- (14) Bayshore Rd. (SR 78)

PROPOSED 8 LANES + AUXILIARY LANES (WHERE APPLICABLE)











BEGIN STUDY

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Collier County