



# AGENDA CMC

**Congestion Management Committee  
Collier County Transportation Management  
Services Department  
South Conference Room  
2885 South Horseshoe Drive  
Naples, Florida 34104**

**NOTE: THIS IS AN IN-PERSON MEETING**

**July 19, 2023  
2:00 p.m.**

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of January 18, 2023 Meeting Minutes**
5. **Open to Public for Comment on Items Not on the Agenda**
6. **Agency Updates**
  - A. FDOT
  - B. MPO
  - C. Other
7. **Committee Action**
  - A. Discuss Need for Transportation System Performance Report & Action Plan Update (TSPR)
- B. Review and Comment on Draft Scope for 2025 Transit Development Plan – Major Update
8. **Reports and Presentations (May Require Committee Action)**
  - A. 2023/2024 Call for Projects
  - B. Topics for Next Meeting
9. **Member Comments**
10. **Distribution Items (No presentation)**
11. **Next Meeting Date:**

*September 20, 2023, 2 p.m.*
12. **Adjournment**

**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 Collier MPO Title VI Coordinator, Ms. Suzanne Miceli, (239) 252-5814 or by email at: [Suzanne.Miceli@colliercountyfl.gov](mailto:Suzanne.Miceli@colliercountyfl.gov), or in writing to the Collier MPO, attention: Ms. Miceli, at 2885 South Horseshoe Dr., Naples, FL 34104.*

**CONGESTION MANAGEMENT COMMITTEE of the  
COLLIER METROPOLITAN PLANNING ORGANIZATION**

**January 18, 2023**

**2:00 p.m.**

**Meeting Minutes**

**1. Call to Order**

**Mr. Khawaja** called the meeting to order at approximately 2:01 p.m.

**2. Roll Call**

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

**CMC Members Present In-Person**

Tony Khawaja, Chair, Collier County Traffic Management Center

Alexander Showalter, Collier Area Transit

Dayna Fendrick, Bicycle Pedestrian Advisory Committee (BPAC) Representative

Don Scott, Lee MPO

Karen Homiak, Citizens Advisory Committee (CAC) Representative

Lorraine Lantz, Vice-Chair, Collier County Transportation Planning

**CMC Members Absent**

Alison Bickett, City of Naples

Dave Rivera, City of Naples

**MPO Staff**

Anne McLaughlin, Executive Director

Sean Kingston, Principal Planner

Dusty Siegler, Administrative Assistant

**Others Present**

Pierre-Marie Beauvoir, Successor Chair, Collier County Traffic Management Center

### 3. Approval of the Agenda

*Ms. Homiak moved to approve the agenda. Ms. Lantz seconded. Carried unanimously.*

### 4. Approval of the November 16, 2022 Meeting Minutes

*Mr. Scott moved to approve the November 16, 2022 minutes. Ms. Homiak seconded. Carried unanimously.*

### 5. Public Comments for Items not on the Agenda

None.

### 6. Agency Updates

#### A. FDOT

Ms. Victoria Peters was unable to attend the meeting, as she was in Bartow at workshops on federal grants and SIS.

#### B. MPO

**Ms. McLaughlin** indicated she had no updates other than what is included on the agenda.

#### C. Other

##### (i) Collier County Public Transportation & Neighborhood Enhancement (PTNE)

**Mr. Showalter** indicated there were no major updates. Collier Area Transit did a soft-launch of its on-demand paratransit service last month and is currently gathering data from the trips.

##### (ii) Collier County Transportation Planning

**Ms. Lantz** indicated that Transportation Planning is still short-staffed; interviews for the management analyst position are being conducted. Ms. Lantz continues to operate as Interim Manager. With respect to general projects, the study continues on the Wilson Boulevard Extension/Benfield Road Corridor Study. The study is winding down after public involvement with major property owners. There were three proposed alignments, and it appears that the central alignment will be selected.

(iii) Collier County Traffic Management Center (TMC) Operations

**Mr. Beauvoir** indicated there were no major updates. TMC's network upgrade is moving along as planned. The end-devices have been deployed at the intersections. Only the fire stations are left to do. TMC is preparing for a new BlueTOAD (a device that measures travel time) project along the U.S. 41 corridor and parts of Davis Boulevard. **Mr. Khawaja** added that FDOT provided the equipment, and the County is going to install it for FDOT.

(iv) Bicycle Pedestrian Advisory Committee (BPAC)

**Ms. Fendrick** indicated that BPAC has been focusing on the update to the Bicycle and Pedestrian Master Plan (BPMP). The scope for the update was approved by BPAC at its last meeting.

## 7. Committee Action

### A. Elect Chair and Vice-Chair

*Mr. Khawaja moved to elect Mr. Beauvoir as Chair. Mr. Scott seconded. Carried unanimously.*

**Ms. Lantz** indicated that if she does end up transitioning into the Manager position permanently, she would likely delegate attendance at CMC meetings to an alternate. **Mr. Khawaja** and **Ms. Lantz** discussed that if Ms. Lantz were elected Vice-Chair, CMC could elect a new Vice-Chair if Ms. Lantz ultimately ends up delegating attendance.

*Mr. Khawaja moved to elect Ms. Lantz as Vice-Chair. Mr. Scott seconded. Carried unanimously.*

**Mr. Khawaja** confirmed that Mr. Beauvoir will serve as the primary member of CMC on behalf of TMC and Mr. Khawaja will serve as Mr. Beauvoir's alternate for now.

### B. Review and Comment on Draft Call for Projects Schedule, Submittal Requirements, Evaluation Criteria and Scoring Matrix

**Ms. McLaughlin** explained that there is currently approximately \$6.2 million in combined SU funds and TA funds. There is also potential for carbon reduction program formula funds in the approximate amount of \$661,000. The combined total would be approximately \$6.8 million. The amounts do not include discretionary grant program funds.

The call for projects documents have not been significantly changed since CMC did its last call for projects. Most relevant changes were already captured in the last call for projects documents. The MPO Project Concept Sheet addresses the MPO's specific performance measures and strategies. FDOT's District One Priority Project Information application is also included. The draft schedule is as follows: applications due by the close of business on September 29, 2023; presentations and review at CMC's November meeting; and CMC's preliminary rating/ranking of projects at its January 2024, meeting. The process could move faster, depending upon how many projects there are. TAC and CAC approval would be sought in approximately Spring of 2024, and MPO Board approval in June 2024. If there are not many viable projects submitted for the call for projects, there is the potential to use funds to address cost overruns on planned projects. Now is a good time to ask for funds to cover project cost increases.

**Ms. Lantz** asked for clarification on the types of projects that could be submitted for the call for projects this year. **Ms. McLaughlin** responded that this year is for planning, safety and bridges. Planning funds have mostly been spoken for. There is no formal process for safety and bridges. Ms. McLaughlin's understanding is that the County had updated its bridge study. **Ms. Lantz** confirmed that the bridge study was updated. The BCC endorsed a 1% infrastructure sales tax for five of the bridges. Ms. Lantz was not sure if there is a gap in funding due to cost increases or if there is a need for re-evaluation. SU funding is typically for new bridges.

**Ms. McLaughlin** requested that if anyone was aware of a need for safety infrastructure to inform her. TA funds are more restrictive and may not be available for many projects. **Mr. Scott** wondered how the schedule for the call for projects compares to FDOT's application deadlines. **Ms. McLaughlin** responded that she thinks FDOT is providing until the end of June for applications. **Mr. Khawaja** asked if the funds roll over if not used. **Ms. McLaughlin** responded that funds can sometimes be rolled over for one year. It is the spending authority that does go away at the end of the fiscal year. **Mr. Scott** pointed out that some funds, such as carbon reduction formula, may not be around after the bill expires in 2028. **Ms. McLaughlin** added that she is still awaiting confirmation of the rules related to the funding, yet it is unknown how long the funding will be available. **Mr. Khawaja** asked if projects must be capacity improvements to qualify for carbon reduction. **Mr. Scott** responded no; electric vehicle charging stations and electric vehicles would be carbon reducing. FDOT is putting funding toward truck parking at I-75 and Daniels Parkway with the thought that it will reduce carbon emissions because drivers would not be continually driving to find parking. Lee MPO ended up getting funding for bike/ped projects.

**Ms. McLaughlin** asked if anyone had any revisions or additions to the proposed call for projects schedule, submittal requirements, evaluation criteria and scoring matrix. There were none.

*Mr. Scott moved to approve the draft Call for Projects Schedule, Submittal Requirements, Evaluation Criteria and Scoring Matrix. Ms. Lantz seconded. Carried unanimously.*

## **8. Reports and Presentations (May Require Committee Action)**

None.

## **9. Member Comments**

**Mr. Beauvoir** wondered when the community is going to endeavor to model its bicycle lanes after places like Denmark or Norway. Those countries have large, separated bike lanes that are consistent, connective, and cohesive. One can travel from one part of town to the other on bicycle. The lanes are clearly marked and have barriers. There are sometimes traffic signals for bicycles. There are many cyclists there because there is adequate infrastructure. **Mr. Khawaja** noted, with respect to local bike lanes, that if a bike lane is two-ways, it must be a minimum of eight feet wide. New bike lanes that are constructed are ten feet wide. **Mr. Scott** commented that Lee MPO has projects that would create separate bike lanes, but they are not completed yet. Issues include changing existing curbs, which is very expensive. **Mr. Khawaja** added that having the right-of-way to be able to construct bike lanes is an issue. **Mr. Scott** indicated that Bonita Springs wanted to add bike lanes on Bonita Beach Road, but the cost to redo curbs and take lanes away (because of right-of-way issues) was too expensive. **Ms. Fendrick** expressed that a bicycle path network separate from the road network is an appealing idea. Many cyclists simply do not feel safe on the roadways. Ms. Fendrick is looking forward to receiving updated crash data statistics to see if existing bike/ped facilities are helping reduce accidents. **Mr. Khawaja** commented that Collier County does not have good data on bicyclists/pedestrian counts.

[The group discussed local bicycle and pedestrian safety issues, the challenges existing infrastructure and electric bicycles present, various areas where pedestrian/cyclist safety is an issue, and that the MPO Board has requested the County Attorney to draft an ordinance regarding cycling on sidewalks against traffic.]

**Mr. Beauvoir** asked if there was a map of the designated/signed bike lanes in Collier County. **Ms. McLaughlin** responded that there is a map, but it may not be complete. It is the best map Ms. McLaughlin is aware of. Jonathon in the GIS department should have it. The standards for designated bike lanes are not clear. **Mr. Khawaja** commented that if a bike lane is signed or marked, it is a designated bike lane. **Mr. Beauvoir** asked if there is a group that is responsible for administration regarding bike lanes, particularly in creating maps. **Ms. McLaughlin** responded that BPAC and the MPO work very hard to provide maps. **Mr. Khawaja** pointed out that the County does not have a bicycle path map.

**Mr. Beauvoir** commented that he goes to Europe every year. In terms of transportation, Europe is on the cutting edge. Some of the innovations in Europe would be helpful here. Mr. Beauvoir discussed the difficulties he has had in trying to ride his bicycle to work, such as careless drivers, no clear bike path direction, opposing bicycle traffic, bike lanes abruptly ending, and a lack of signage. Safety is also a concern. There should be clear rules and markings for bike lanes so that cyclists feel comfortable and safe. Using ITS to gather counts would also be helpful so that cyclist data can be analyzed. **Ms. McLaughlin** indicated that CMC could generate those types of project ideas because the issues are within the realm of safety, marking roadways and ITS. CMC could coordinate with BPAC. **Mr. Beauvoir** expressed interest in attending the next BPAC meeting (on February 21). **Ms. Fendrick** commented that BPAC could look into incorporating some of Mr. Beauvoir's suggestions into the BPMP Update. **Ms. McLaughlin** indicated that updating the bicycle facilities map is routinely done in conjunction with the BPMP Update. It would be helpful to come up with a mechanism for the automatic update of the map as bike/ped projects are completed. **Mr. Khawaja** commented that new transportation infrastructure that is being built includes bike/ped facilities, but the challenge is modifying or adding to existing facilities or infrastructure. **Ms. Homiak** commented that when she first started on CAC, there were hardly any sidewalks anywhere. Where there were sidewalks, many ended abruptly. Since that time, there has been a lot of progress.

#### **10. Distribution Items (No presentation)**

None.

#### **11. Next Meeting Date**

March 15, 2023 – 2:00 p.m.

#### **12. Adjournment**

There being no further comments or business to discuss, **Mr. Beauvoir** adjourned the meeting at 3:03 p.m.

**EXECUTIVE SUMMARY**  
**COMMITTEE ACTION**  
**ITEM 7A**

**Discuss Need for Transportation System Performance Report & Action Plan Update (TSPR)**

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**OBJECTIVE:** For the Committee to discuss the need for a TSPR Update.

**CONSIDERATIONS:** The MPO's Unified Planning Work Program calls for an Updated TSPR to be completed by June 2024 with a budget of \$150,000. The prior TSPR consisted of two separate documents – a Baseline Condition Report and an Action Plan. Both were approved by the MPO Board on September 11, 2020. These can be viewed on the MPO's website at the following link:  
<https://www.colliermpo.org/congestion-management/>

The recommendations contained in the 2020 TSPR and Action Plan were incorporated into the Congestion Management Process (CMP) Update approved by the MPO Board in April 2022. The CMP includes the Top Ten Congested Corridor Fact Sheets and Origin and Destination (O&D) Study subsequently approved by the MPO Board in December 2022. These documents can also be viewed on the MPO website on the same link provided above.

MPO staff questions whether an update to the TSPR is needed at this time. The strategies, goals and evaluation criteria in the 2020 TSPR are incorporated in the 2022 CMP Update, as were the Congested Corridor Fact Sheets and O&D Study. Given how recently the prior TSPR was completed and incorporated as guidance, we wonder whether there has been sufficient time to gauge its effectiveness.

We would also like to hear from committee members regarding whether the TSPR's Hot Spot Congested Corridors (**Attachment 1**) and projects identified in the Implementation Matrix (**Attachment 2**) are a useful resource for identifying projects to submit in response to the MPO's current Call for Projects, or other studies and reports provide more pertinent information.

To add to the discussion, MPO staff has prepared a draft scope for an Update to the TSPR with revisions to the 2018 scope shown in Track Changes in **Attachment 3**, and a clean version in **Attachment 4**.

**STAFF RECOMMENDATION:** That the Committee review the aforementioned documents and come to the meeting prepared to discuss the need for a TSPR Update at this time.

Prepared By: Anne McLaughlin, MPO Director

**ATTACHMENT(S):**

1. Hot Spot Congested Corridors (2020 TSPR)
2. Project Listed in Implementation Matrix (2022 CMP Update)
3. Draft Scope – Track Changes 2018 TSPR Scope
4. Draft Scope – Clean Version 2025 TSPR Scope



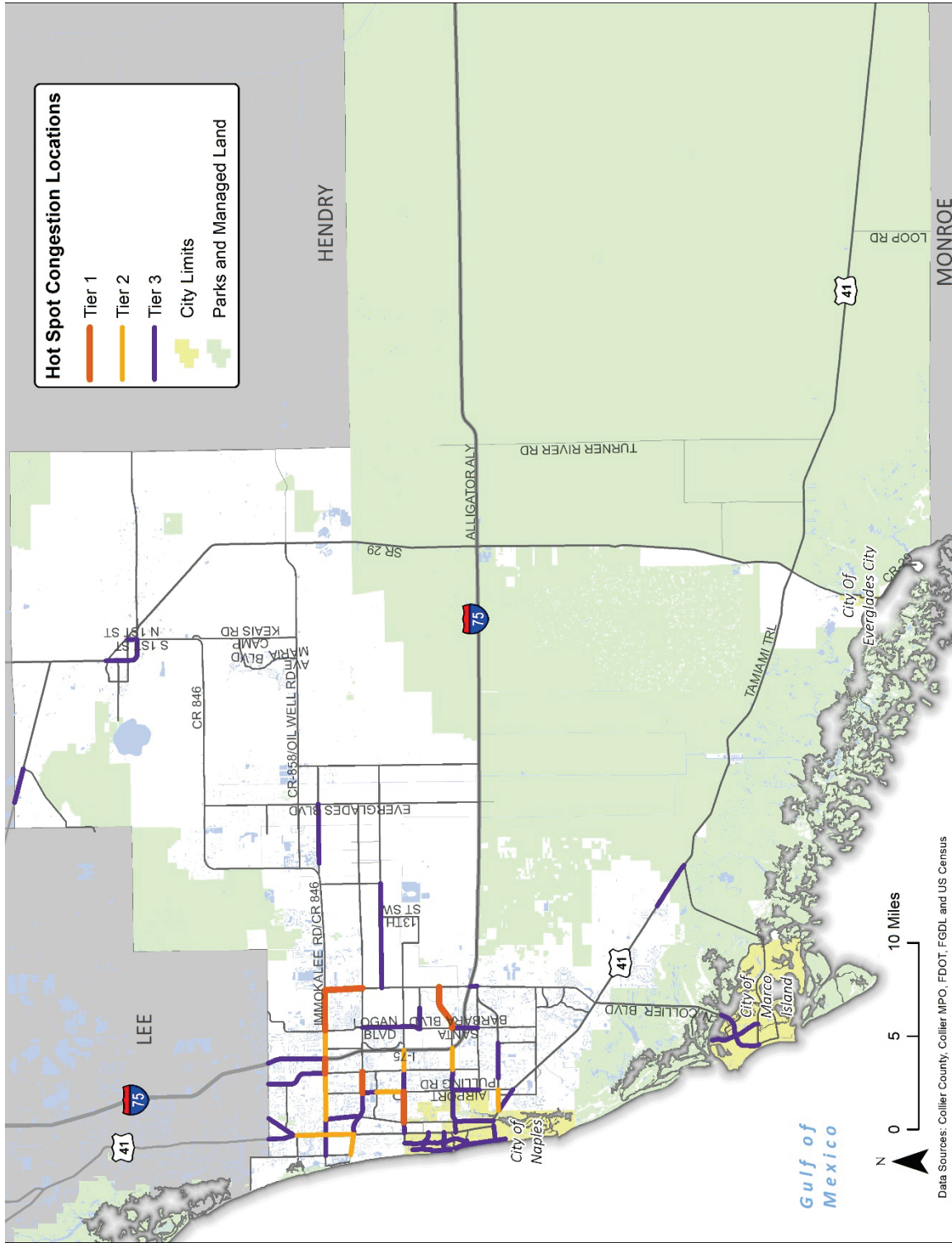


Figure 5-9: Hot Spot Congestion Locations in Collier County

Data Sources: Collier County, Collier MPO, FDOT, FGDL, and US Census





## TRANSPORTATION SYSTEM PERFORMANCE REPORT AND ACTION PLAN 2024/25

### DRAFT SCOPE OF WORK

#### BACKGROUND

The Collier MPO has been engaged in a continuous process of improving its data gathering and analysis of congested roadways and applying a congestion management systems approach to identifying project priorities over the past five-years, beginning in 2017 and poised to continue through 2025:

- 2017 Congestion Management Process Update (2017 CMP): calls for a biannual Transportation System Performance Report and Action Plan (TSP) to be developed.
- 2020 Transportation System Baseline Conditions Report and Action Plan (TSP): identifies congested roadway segments, strategies for addressing congestion, new goals and objectives for the CMP, multimodal performance measures and criteria for evaluating congestion management strategies and evaluation criteria to prioritize congestion management projects for MPO funding.
- 2022 CMP Update, including Congested Corridor Fact Sheets and Origin and Destination (O&D) Study: incorporates the recommendations of the 2020 TSP.
- 2023 Scope of Work (Scope) for the 2024 TSP: re-evaluate the studies, analysis, strategies, policies and plans completed to-date in the context of FDOT's Transportation Systems Management & Operations (TSM&O) Strategic Plan and Statewide Arterial Management Program (STAMP), and the funding programs, discretionary grant opportunities and requirements resulting from the passage of the Investment in Infrastructure and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL).
- 2024 to 2025 Development of the 2050 Long Range Transportation Plan: the regional travel demand modeling component focuses on congestion analysis and mitigation by identifying transportation network deficiencies projected to occur by the year 2050 in terms of Level of Service (LOS).

~~-Congestion Management Process 2017 Update (2017 CMP Update) calls for the preparation of a Biennial Transportation System Performance Report, described in the CMP as follows:~~

~~"The Biennial Transportation System Performance Report (Performance Report) will lay the foundation for project identification and prioritization in accordance with Federal guidelines. The Performance Report will provide a thorough system assessment to identify where priority investments should be made. The Performance Report will include an analysis of newly implemented CMS/ITS projects based on the performance measures identified in the CMP as specifically assigned to each funded project.~~

~~The Performance Report will recommend both short- and long-term projects to address congestion. The CMS/ITS committee [since renamed "Congestion Management Committee (CMC)] will use the report as a basis for recommending project priorities that in all likelihood, will have associated costs that are beyond~~

~~the reach of the MPO's limited TMA funds allocated to the CMS/ITS "Box". The CMS/ITS committee will use the Performance Report to develop projects for the timeframe that covers the next five to ten years out, to propose studies and solutions that go beyond the MPO's current 5-year TIP.~~

~~The first iteration of the Biennial Performance Report is expected to identify and prioritize projects for the CMS/ITS Committee to develop in more detail and submit for future funding. It is likely that the first Performance Report will indicate procedural changes that may require amending the 2017 CMP Update. Amendments, if required, will be brought to the MPO Board for adoption."~~

## TASKS APPLICABLE TO ALL PHASES

1. Project Management - provide over-all project management, QA/QC review of documents and provide support services as needed. Activities include a project kick-off meeting, management and oversight of the activities and products produced by the consultant team members. If subconsultants are used, primary consultant will coordinate delivery of sub-consultant work products, provide technical support during staff review of products and communicate needed revisions to the sub-consultants.

Public Involvement Activities – Consultant will develop a Public Involvement Plan (PIP) for the project that is consistent with the MPO's Participation Plan (PPP). ~~for the project. The PIPPPP~~ will provide on-line opportunities for public input by establishing an interactive project web site that can be linked to the MPO's website, and use of social media. Consultant will provide on-line surveys, prepare necessary materials, exhibits, presentations, and handouts for meetings with the MPO Board and Advisory Committees. Consultant will take minutes and record verbal and documented comments from the public, staff and elected officials and keep a record of how comments were addressed. Staff may choose to supplement the consultant-supported outreach by giving presentations to local homeowner's and civic associations and by hosting informational booths at special events. The MPO will follow its ~~Government to Government~~Government-to-Government Public Outreach policy to conduct outreach to Tribal entities. ~~MPO staff will present to the CAC.~~

### 2.

Consultant will present to the following entities at least once during each of the two phases in the development of report and action plan. Anticipate presenting at ~~six~~eight meetings:

- 2 MPO Board Meetings
  - 2 Congestion Management Committee Meetings
  - 2 Technical Advisory Committee Meetings
  - 2 Citizen Advisory Committee Meetings
2. GIS Database Development - The Consultant will ensure the MPO receives all data pertinent to completion of the report and action plan, including GIS shapefiles, spreadsheets, databases, and all exhibits in PDF or JPEG format.

## PHASE ONE – SYSTEM PERFORMANCE REPORT

### Baseline Conditions

Update and Re-evaluate Baseline Conditions reported in the 2020 TSP – incorporate expand Collier County's current Annual Update & Inventory Report/Capital Improvement Element Schedule ~~2017~~ (AUIR) ~~to include and traffic data provided by the congested conditions within the~~ City of Naples and City of Marco Island and Everglades City for arterial and collector roads and bridge facilities (pp23-37). The AUIR captures committed improvements through FY2022 and projects deficiencies out ten years to 2027 (in two five-year increments.) The System Performance Report will extend the AUIR's analysis Take into account to include programmed roadway committed improvements through FY ~~2029~~2023 to coincide with ~~the current~~ FDOT's Draft FY ~~2025-2029~~ 2019-2023 Work Program /MPO TIP (pending June 2017 adoption).

## Data Gaps

Evaluate Data Resources and Monitoring Practices - to identify data gaps that are essential to fill; and recommend projects to close the gaps. The Congestion Management Committee (CMC) identified the following several critical data gaps ~~while developing the 2017 CMP Update,~~ to be used as a starting point:

- Pending CMC review and comment
- ~~Intersection Turning Movement Counts~~
- ~~Intersection LOS~~
- ~~Travel Time Reliability (Excessive Delay, Person Miles Traveled on non-interstate NHS)~~
- ~~Crash Data / Congestion Overlays / incident Delay~~
- ~~How to factor in transit ridership and mode choice~~
- ~~How to monitor effectiveness of current ITS~~
- ~~How to factor in Automated/Connected Vehicles~~
- ~~How to factor in school drop-off/pick-up congestion~~

Recommend Projects Needed to Fill Data Gaps – as needed based on above analysis.

Propose Alternative Re-evaluate the Analyses used in the 2020 TSP and Revise as Needed – [pending CMC review and comment] to Complete Initial Performance Report

## PHASE TWO – ACTION PLAN

### Identify and Prioritize Projects Needed to Address Congestion

Strategies – update strategies identified in the 2020 TSP, taking into consideration the 2022 CMP Update and new funding programs and discretionary grant opportunities under the IIJA/BIL. apply the full range of strategies identified in 2017 CMP and incorporate additional strategies suggested by applicable Best Practices within state of Florida

Project Prioritization/Evaluation Criteria – update strategies identified in the 2020 TSP, taking into consideration the 2022 CMP Update and new funding programs and discretionary grant opportunities under the IIJA/BIL, and FDOT's current reporting and target setting on national Transportation Performance Measures (TPMs). develop and apply criteria that address the following:

- ~~Cost/Benefit Analyses (identify projected performance)~~
- ~~Cost Feasibility based on projected revenues (MPO can supply)~~
- ~~Environmental Justice Screening~~
- ~~ETDM Screening~~
- ~~National System Performance Measures per 23 CFR § 490.507 (Travel Time) and §490.607 (Freight)~~



- ~~490.507 (a)(1) Percent of the person-miles traveled on the Interstate that are reliable (Travel time reliability defined as the consistency or dependability of travel times from day to day or across different times of the day 23 CFR §490.101)~~
- ~~490.507 (a)(2) Percent of person-miles traveled on the Non-Interstate National Highway System that are reliable (all traffic/vehicles data in NPMRDS or Equivalent – every 15 minutes) Level of Travel Time Reliability (LOTTR)~~
- ~~490.607 Truck Travel Time Reliability (TTTR) Index on the Interstate System~~
- ~~490.707(a) Annual Hours of Peak Hour Excessive Delay Per Capita – Total Peak Hour Excessive Delay person-hours on NHS (required in urbanized areas with population over 1 million first reporting period; second reporting period applies to urban areas with pops over 200,000)~~
- ~~490.707(b) Percent of Non-SOV Travel (ditto) sources: ACS, local survey or local counts (includes bike/ped counts)~~
- ~~490.807 Total Emissions Reduction – Percent Change in CO2 Emissions on the NHS compared to Calendar Year 2017 – NHS – based upon annual state total fuel sales data from Highway Statistics and VMT estimates on NHS and all public roads from HPMS; annual Total Tailpipe Co2 Emissions on the NHS~~

### **Provide Implementation Strategy**

1. Group projects in the following categories:
  - a. Short, Medium and Long-Range
  - b. Low, Medium and High Cost
2. Recommend funding sources
3. Identify methodology to monitor projected performance
4. Provide staff training on querying spreadsheets, updating data and maps.

## TRANSPORTATION SYSTEM PERFORMANCE REPORT AND ACTION PLAN 2024/25

### DRAFT SCOPE OF WORK

#### BACKGROUND

Collier MPO has been engaged in a continuous process of improving its data gathering and analysis of congested roadways and applying a congestion management systems approach to identifying project priorities over the past five-years, beginning in 2017 and poised to continue through 2025:

- **2017 Congestion Management Process Update (2017 CMP):** calls for a biannual Transportation System Performance Report and Action Plan (TSP) to be developed.
- **2020 Transportation System Baseline Conditions Report and Action Plan (TSP):** identifies congested roadway segments, strategies for addressing congestion, new goals and objectives for the CMP, multimodal performance measures and criteria for evaluating congestion management strategies and evaluation criteria to prioritize congestion management projects for MPO funding.
- **2022 CMP Update, including Congested Corridor Fact Sheets and Origin and Destination (O&D) Study:** incorporates the recommendations of the 2020 TSP.
- **2023 Scope of Work (Scope) for the 2024 TSP:** re-evaluate the studies, analysis, strategies, policies and plans completed to-date in the context of FDOT's Transportation Systems Management & Operations (TSM&O) Strategic Plan and Statewide Arterial Management Program (STAMP), and the funding programs, discretionary grant opportunities and requirements resulting from the passage of the Investment in Infrastructure and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL).
- **2024 to 2025 Development of the 2050 Long Range Transportation Plan:** the regional travel demand modeling component focuses on congestion analysis and mitigation by identifying transportation network deficiencies projected to occur by the year 2050 in terms of Level of Service (LOS).

#### TASKS APPLICABLE TO ALL PHASES

1. Project Management - provide over-all project management, QA/QC review of documents and provide support services as needed. Activities include a project kick-off meeting, management and oversight of the activities and products produced by the consultant team members. If subconsultants are used, primary consultant will coordinate delivery of sub-consultant work products, provide technical support during staff review of products and communicate needed revisions to the sub-consultants.
2. Public Involvement Activities – Consultant will develop a Public Involvement Plan (PIP) for the project that is consistent with the MPO's Participation Plan (PPP).. The PIP will provide on-line opportunities for public input by establishing an interactive project web site that can be linked to the MPO's website, and use of social media. Consultant will provide on-line surveys, prepare

necessary materials, exhibits, presentations, and handouts for meetings with the MPO Board and Advisory Committees. Consultant will take minutes and record verbal and documented comments from the public, staff and elected officials and keep a record of how comments were addressed. Staff may choose to supplement the consultant-supported outreach by giving presentations to local homeowner’s and civic associations and by hosting informational booths at special events. The MPO will follow its Government-to-Government Public Outreach policy to conduct outreach to Tribal entities.

Consultant will present to the following entities at least once during each of the two phases in the development of report and action plan. Anticipate presenting at eight meetings:

- 2 MPO Board Meetings
  - 2 Congestion Management Committee Meetings
  - 2 Technical Advisory Committee Meetings
  - 2 Citizen Advisory Committee Meetings
2. GIS Database Development - The Consultant will ensure the MPO receives all data pertinent to completion of the report and action plan, including GIS shapefiles, spreadsheets, databases, and all exhibits in PDF or JPEG format.

## **PHASE ONE – SYSTEM PERFORMANCE REPORT**

### **Baseline Conditions**

Update and Re-evaluate Baseline Conditions reported in the 2020 TSP – incorporate Collier County’s current Annual Update & Inventory Report/Capital Improvement Element Schedule (AUIR) and traffic data provided by the City of Naples and City of Marco Island. Take into account programmed roadway improvements through FY 2029 to coincide with t FDOT’s Draft FY 2025-2029 Work Program.

### **Data Gaps**

Evaluate Data Resources and Monitoring Practices - to identify data gaps that are essential to fill; and recommend projects to close the gaps. The Congestion Management Committee (CMC) identified the following data gaps to be used as a starting point:

- Pending CMC review and comment

Recommend Projects Needed to Fill Data Gaps – as needed based on above analysis.

Re-evaluate the Analyses used in the 2020 TSP and Revise as Needed – [pending CMC review and comment]

## **PHASE TWO – ACTION PLAN**

### **Identify and Prioritize Projects Needed to Address Congestion**

Strategies – update strategies identified in the 2020 TSP, taking into consideration the 2022 CMP Update and new funding programs and discretionary grant opportunities under the IJA/BIL.

Project Prioritization/Evaluation Criteria – update strategies identified in the 2020 TSP, taking into consideration the 2022 CMP Update and new funding programs and discretionary grant opportunities



under the IIJA/BIL, and FDOT's current reporting and target setting on national Transportation Performance Measures (TPMs).

**Provide Implementation Strategy**

1. Group projects in the following categories:
  - a. Short, Medium and Long-Range
  - b. Low, Medium and High Cost
2. Recommend funding sources
3. Identify methodology to monitor projected performance
4. Provide staff training on querying spreadsheets, updating data and maps.

**EXECUTIVE SUMMARY**  
**COMMITTEE ACTION**  
**ITEM 7B**

**Review and Comment on Draft Scope for 2025 Transit Development Plan – Major Update (TDP)**

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**OBJECTIVE:** For the Committee to review and comment on the draft scope for the 2025 TDP Major Update.

**CONSIDERATIONS:** The Unified Planning Work Program calls for the TDP Major Update to be completed by June 2025 with a budget of \$185,223. The TDP provides a vital component of the MPO's Congestion Management Process and is critical to the development of the 2050 Long Range Transportation Plan (LRTP).

The MPO and County PTNE staff have coordinated regarding the proposed revisions to the scope for the prior TDP (2020), shown in ~~strike through~~/underline format in **Attachment 1**. The revisions are intended to improve data sharing between the consultant team developing the 2050 LRTP (Jacobs Engineering) and the consultant team that develops the 2020 TDP. A clean version of the scope is shown in **Attachment 2**.

The next steps and chronology for the TDP include:

- Technical and Citizen Advisory Committees endorsement - August
- FHWA/FDOT review and concurrence - September
- Consultant selection/proposal - October
- FHWA/FDOT concurrence on consultant selection - November
- MPO Board approval of consultant selection/cost proposal - December
- NTP issued – January 2024
- Final TDP approved - July 2025
- 2050 LRTP adopted – December 2025

**STAFF RECOMMENDATION:** That the Committee review and comment on the draft scope for the 2025 TDP Major Update.

Prepared By: Anne McLaughlin, MPO Director

**ATTACHMENT(S):**

1. Draft Scope – Track Changes to 2020 TDP-Major Scope
2. Draft Scope – Clean Version 2025 TDP-Major Scope

## Collier Area Transit (CAT) Transit Development Plan (TDP) Major Scope of Work

Collier Area Transit (CAT), a section of the Public Transit and Neighborhood Enhancement Division (hereinafter, the “Division”), is responsible for planning, managing and operating the public transit facilities and service within Collier County. The Collier Metropolitan Planning Organization (MPO), conducts transportation planning activities within Collier County and is the recipient of Federal Transit Administration (FTA) §5305(d) grant funding. CAT provides scheduled fixed route, express bus service, and demand response paratransit service to the unincorporated areas and municipalities within Collier County.

The Division is seeking proposals from qualified transit analysis and policy professionals to produce a major Transit Development Plan (TDP) update for federal fiscal years 2020–2025~~630~~ through 2029~~2034~~539. ~~PTNE will be contracting with a consultant to prepare a COA concurrently. Collier County will be conducting a Comprehensive Operational Analysis concurrent to the TDP. A number of service alternatives shall emerge from options generated by the COA effort. It is the intent that the data from this TDP be shared and coordinated to the extent possible with selected consultant that will be preparing the COA. The vendor should acknowledge this in the proposal.~~

~~In addition to the COA being prepared concurrently,~~ The MPO is currently in the process of updating the Long Range Transportation Plan (LRTP) to 2045~~2050~~. The selected consultant will be expected to coordinate with the LRTP consultant on the long range vision for transit, provide transit revenue projections through 2050 to ensure that the TDP can be integrated into the LRTP in order to meet the LRTP’s December 11, 2020-2025 approval deadline.

The Vendor, at a minimum, must achieve the requirements of the Specifications or Scope of Work stated herein.

### Scope of Services

#### 1. SCOPE OF WORK OVERVIEW

The Public Transit and Neighborhood Enhancement (PTNE) Division is responsible for the management of the Collier Area Transit (CAT) System. The MPO, conducts transportation planning activities within Collier County and is the recipient of Federal Transit Administration (FTA) §5305(d) grant funding. The MPO, as the project manager, but in coordination with the PTNE Division is ~~soliciting proposals from qualified transit analysis and policy professionals~~working with the County Procurement Division to issue a Request for Professional Services for the preparation of a major Transit Development Plan (TDP) update for federal fiscal years 2020-2025~~630~~ – 2029~~2034~~539, transit revenue projections through 2050 and coordination with the MPO’s 2050 LRTP consultant on developing the long range vision for transit in Collier County.

This planning study will assist ~~CAT~~CAT and the MPO in identifying short- and long-range plans for the~~its~~ transit system, including future development and capital priorities. The plan will address the system as a whole and include operational improvements and a capital plan. The plan will inform CAT and MPO decision makers of the most effective way to leverage funding to increase ridership and revenue, while addressing the transportation needs of the community. The purpose of this study is to not only provide a development strategy for the short term over the next two-ten years, but also to provide direction and

guidance in how CAT should mold its transit program to best support the continued growth and development of the County and southwest Florida region [through the year 2050](#).

The TDP will provide a unique opportunity to evaluate CAT's fixed-route bus system performance and illustrate potential technological and system enhancements and define operational standards to benefit the overall transit system.

## 2. PURPOSE

Similar to the national trend, Collier Area Transit (CAT), has seen a [steady-steep](#) decline in ridership [since the pandemic with ridership starting to return](#). However, Collier County is experiencing population growth with significant traffic congestion issues. In efforts to reverse the ridership trend and help alleviate traffic congestion, CAT is interested in undergoing a critical period of re-evaluation with regards to its core local bus service and transportation alternatives. There is a need to transition away from sometimes isolated, individual modes and instead look to the spectrum of available options and how they serve overall mobility. A robust evaluation of existing service coupled with a vision for transit guided by data, intergovernmental coordination and public input shall be the goal of this effort. CAT is looking for innovative, creative, and progressive solutions to enhance the transit system for the citizens of Collier County to proactively meet their transit and mobility needs.

~~At minimum, proposers~~ [The selected consultant](#) shall meet the requirements of the TDP Rule, creating a product that will be accepted by FDOT and compliant with the schedule to successfully deliver a [federal FY 2020-2025630 -2035](#) plan. CAT ~~and the MPO are~~ presenting an outline, but [the selected consultant](#) ~~contractors~~ may recommend additional components.

## 3. OBJECTIVE

The TDP is intended to serve as a management and policy document, to provide CAT with information necessary for programming, planning, and describe an up-to-date record of CAT capital and operating budgets and related information. The effort must envision what transportation will look like over the entire 10-year horizon of the plan. A 10-year program of projects which do not consider the rapid transformation underway in mobility will be insufficient to meet the needs of this scope. The TDP must contain elements which stimulate community conversation about transportation options both as they exist and must become.

Some key concepts:

- (1) **Realigning the Fixed route network** based on findings from public involvement and key performance indicators from the comprehensive operational analysis;
- (2) **Role of technology** that leverages current and future projects, the proliferation of mobile devices and intelligent infrastructure. On demand routing, first and last mile, Connected and Autonomous Vehicles;
- (3) **Transit supportive language** within state, regional and local plans that provide the foundation for growth to support successful transit service;

- (4) **Enhanced regional integration** served by cross county routes, explore a multi-agency fare collection system and as data and technical memoranda with adjacent Lee County;
- (5) **Sustainable development strategies** that balance environmental protection, economic development, and social objectives and that are capable of meeting today's needs without compromising quality of life for future generations;
- (6) **Alternative dedicated revenue sources** to support the enhancement of the system based on what is proposed from the TDP;
- (7) **Coordination between modes** that identifies the most appropriate service option for the density and travel market it will serve. Layering and integrating services into a seamless mobility whole;
- (8) **Performance measurement** of comprehensive mobility in addition to individual modes.

Additionally, a premium will be placed on the production of an easily accessible document which brings the most important information to the forefront. Consultant team should consider use of high impact visuals, infographics and use other methods to synthesize and efficiently convey information throughout the document in lieu of dense narratives which a reader must unpack. The ability to say more with less is essential to the TDP. Supportive data should be moved into the appropriate Appendices.

#### 4. SCHEDULE AND KEY DELIVERY DATES

- (a) Contractor shall submit a schedule for approval of the TDP upon notice to proceed.
- (b) Notice to proceed is anticipated to be delivered in December 2019.TBD
- (c) A program of projects with community wide significance shall be delivered no later than June 1st, 20202025.
- (d) A Final TDP document, revenue projects through 2050 and recommended elements of a long range vision through 2050 shall be delivered to PTNE and the MPO no later than June 1<sup>st</sup>, 2025.
- (d)(e) A Final TDP document shall be delivered to FDOT District 1 offices no later than September 1st, 20202025.
- (e)(f) All work needed to ensure a final TDP document to be accepted by FDOT no later than September 30th, 2020-2025 shall be reflected in the schedule.
- (f)(g) All work on this contract shall be completed no later than December 30th, 20202025.

#### 5. REQUIREMENTS OUTLINE

##### Task 1: Project Management

- a. In order to effectively foster the project through to completion, the selected consultantContractor shall identify a project lead to coordinate all TDP activities and actively manage the project schedule. Proposal shall identify relevant work experience for key staff to the project. Upon award and prior to notice to proceed, a draft schedule shall be provided to

the MPO and PTNE indicating both regularly scheduled and milestone driven project team meetings.

- b. Each of the following tasks and sub-tasks shall require a technical memorandum to be provided upon completion for [CAT-PTNE and MPO](#) review and comment with up to a 15-day review and subsequent 30-day revision window. In addition to the technical memorandums, consultant team shall be responsible for the production of a draft and final TDP document, delivered [by June 1, 2025..prior to September 1st, 2020.](#)

## Task 2: Transit Development Plan

- a. Sub-tasks in this section are organized in a manner to be consistent with the TDP Rule, [followed by the additional sub-tasks required for the MPO's 2050 LRTP](#). Within the context of and in addition to these requirements, consultant shall identify how they intend to meet the requirement of the Rule [and LRTP sub-tasks](#) while including value-added services that shall extend beyond minimum requirements and integrate these activities into a larger comprehensive transit and transportation planning whole. Important to the proposal are the work plan and methodologies the consultant team proposes to meet the desired outcomes.

- **Subtask 2a: Public Involvement**

- (a) ~~Consultant~~~~tractor~~ shall:

- 1) outline a Public Involvement Plan (PIP) that satisfies the requirements of the TDP Rule, [the Collier County](#) MPO Public Participation Plan, as well as helps to inform the more in-depth market analysis that the TDP requires and;
- 2) outline a high-level strategy that leverages the large amount of existing outreach performed in recent years.

- (b) Define a public involvement process for the TDP that:

- 1) Uses emerging channels to reach users and non-users of the public transportation system, demonstrating within their proposal how these have been successfully used in other projects;
- 2) Identifies potential major events to target public outreach activities during the PIP phase;
- 3) Defines a process to reach all demographic groups including commuters, students, transportation disadvantaged, senior citizens, disabled community;
- 4) Solicits input from riders whose primary transportation is transit, riders who may use transit occasionally for certain trips, non-riders that would like to use transit at least for some trips and those who don't consider transit an option to meet their transportation needs;
- 5) Ensure that questions raised throughout the process are considered, responded to, documented and synthesized;

- 6) Complies with federal civil rights and environmental laws and regulations.
  - (c) Outline a strategy for leveraging existing outreach and acquiring only the necessary new data to fill out the public involvement process;
  - (d) Gathering the communities' transportation priorities within public involvement plans is typically addressed via surveys and public meetings. However, a considerable amount of existing outreach is available for analysis, allowing the contractor to draw from these sources and not duplicate costly efforts to obtain already available information.
- (1) [Collier County PTNE and the MPO](#) would like to see a proposed Public Participation Plan (PPP) that:
- Identifies relevant already completed outreach activities;
  - Matches that existing outreach to public involvement plan needs;
  - Identifies gaps;
  - Proposes public involvement activities to fill those gaps; and
  - Conducts activities needed outreach to fulfill the PPP.

- **Subtask 2b: Situation Appraisal**

- (a) This subtask requires a thorough assessment of the CAT organization, its structure, mission, vision, operating environment and relationship to partner agencies in the region. At minimum, this shall include;
  - 1) Documentation of CAT organizational structure
  - 2) Mission, Vision & Goals
- (b) CAT's Service Area and Customers
  - 1) Production of a limited map set, with accompanying demographic and socio-economic conditions nationally, regionally & countywide, illustrating any differences
  - 2) Documentation of trends between our [2014-2019](#) and [2024-2019](#) on-board surveys with a transit user market data summary
- (c) Impact of Land Use, Policy and Relationship to Other Plans in Collier County
- (d) Production of a diagram that visually represents local, regional and state plans which consider CATs role, and identification of where and how CAT's and these other plans are relevant to each other. Should any gaps arise, identify them with recommendation for opportunities to strengthen integration of transit supportive language, policy and plans into a transportation planning whole. At minimum this shall include:
  - 1) Consideration of comprehensive plan, land use/development forecasts, transit supportive policies, major changes in land use policies, or changes in land use for major activity centers that may affect ridership

- 2) Consideration of and consistency with state, regional and local transportation plans including goals, objectives and strategies which impact transit development
  - 3) Consideration of state, regional and local actions in areas such as parking, development, transit-supportive design guidelines, economic development, etc., that influence or are influenced by transportation.
- (e) CAT Performance
- 1) An assessment of CAT service performance shall be a combination of multiple sources of information. A documentation of performance analysis may come from the COA, feedback from the community informed by the public involvement process, as well as KPI history.
- (f) CAT Performance within context of peer agencies
- 1) Conduct a peer and trend analysis consistent with TCRP Report 141: A Methodology for Performance Measurement and Peer Comparison in the Public Transportation Industry.
- (g) The role of technology within the agency shall be documented as exists within the organization.

- **Subtask 2c: Analysis of Alternatives**

~~(a) Collier County will be conducting a Comprehensive Operational Analysis concurrent to the TDP. A number of service alternatives shall emerge from options generated by the COA effort. A process to consider of these options shall be clear, concise and supported by methodical and relevant analysis.~~

~~(a)~~ Key to this subtask will be a TBEST modeling effort which shall standardize metrics to compare alternatives and evaluate scenarios. TBEST models and analysis packages produced as part of this study shall be exported into distribution files, transferred and become property of CAT with delivery of the final reports.

~~(e)~~(b) TBEST modeling capability should be maximized to inform the TDP. These capabilities include but are not limited to:

- Scenario comparison tool reports and summaries
- Network level travel time deltas between current and alternative service options
- Observed and estimated ridership by CDP within current and alternative networks
- Jurisdictional analysis of service provision

(c) Preference will be given to a proposal with demonstrated experience using these recently developed TBEST and market analysis tools with economies identified using this data to inform the TDP.



- **Subtask 2d: FY ~~2020-2025~~ through FY ~~2029-2034~~ Ten-Year Implementation Program**

(a) The focus of this subtask is implementation of a program of projects and service initiatives over a ten-year period. Projects of regional significance shall be identified, approved and transmitted to FDOT no later than June 1st, ~~2020~~2025.

- Include input and recommendations from TBEST modeling that shall support the identification of a preferred service plan to be programmed in the 10-year implementation period
- Recommend a relevant monitoring program to track performance
- Produce a ten-year financial plan identifying sources and expenditures of funds

(b) Strategic Initiatives

- 1) Over the 10-year horizon of the TDP plan, consultant team shall recommend strategic initiatives for CAT to pursue.
- 2) Initiatives shall be costed and placed into one of two categories. One category of initiatives shall be activities undertaken in the near-term and have the ability to be implemented with existing revenues or one-time funds. Another category shall be considered longer term initiatives that would require a dedicated new funding source.
- 3) Some initiatives may be developed from findings in subtasks 2a-2c of the TDP. They may concern such items as performance, land use policy and be a result of public input. ~~Other initiatives may be identified as part of the COA process and categorized by cost within this section.~~ Based on affordability and priorities, they may be programmed into the ten-year plan.

- **Subtask 2f: Prepare Revenue Projections and Vision for Transit through 2050**

(a) Extend first 10 years revenue projects out 105 additional years to 2050

(b) Develop vision/strategic initiatives for second 10 years through 2050 for inclusion in the MPO's 2050 L RTP

- **Subtask 2g: Prepare and Present Study TDP**

(a) Prepare and Present Draft Study TDP

The selected consultant will prepare an administrative draft for review and presentation to Public Transit Advisory Committee, MPO Technical Advisory Committee and Citizens Advisory Committee by staff.

(b) Prepare and Present Final Study TDP

The consultant will consider and incorporate comments received (on the administrative draft) into the final study. The consultant will present the final draft at a MPO Board and Board of County Commissioners Board meeting.

### Task 3: Document Production and Delivery

- a. The TDP shall have an Executive Summary, a brief yet easily digestible synthesis of work done and most importantly, findings and/or recommendations that shall inform actions CAT [and the MPO](#) could take upon delivery of the documents. This deliverable extends beyond a restatement of what the documents produced by hosting an impactful consolidation with a narrative and key themes. Electronic versions shall be provided in both PDF and word in addition to 5 printed copies.

## **Collier Area Transit (CAT) Transit Development Plan (TDP) Major Scope of Work**

Collier Area Transit (CAT), a section of the Public Transit and Neighborhood Enhancement Division (hereinafter, the “Division”), is responsible for planning, managing and operating the public transit facilities and service within Collier County. The Collier Metropolitan Planning Organization (MPO), conducts transportation planning activities within Collier County and is the recipient of Federal Transit Administration (FTA) §5305(d) grant funding. CAT provides scheduled fixed route, express bus service, and demand response paratransit service to the unincorporated areas and municipalities within Collier County.

The Division is seeking proposals from qualified transit analysis and policy professionals to produce a major Transit Development Plan (TDP) update for federal fiscal years 2026 through 2035.

The MPO is currently in the process of updating the Long Range Transportation Plan (LRTP) to 2050. The selected consultant will be expected to coordinate with the LRTP consultant on the long range vision for transit, provide transit revenue projections through 2050 to ensure that the TDP can be integrated into the LRTP in order to meet the LRTP’s December 11, 2025 approval deadline.

The Vendor, at a minimum, must achieve the requirements of the Specifications or Scope of Work stated herein.

### **Scope of Services**

#### **1. SCOPE OF WORK OVERVIEW**

The Public Transit and Neighborhood Enhancement (PTNE) Division is responsible for the management of the Collier Area Transit (CAT) System. The MPO, conducts transportation planning activities within Collier County and is the recipient of Federal Transit Administration (FTA) §5305(d) grant funding. The MPO, as the project manager, but in coordination with the PTNE Division is working with the County Procurement Division to issue a Request for Professional Services for the preparation of a major Transit Development Plan (TDP) update for federal fiscal years 2026 – 2035, transit revenue projections through 2050 and coordination with the MPO’s 2050 LRTP consultant on developing the long range vision for transit in Collier County.

This planning study will assist CAT and the MPO in identifying short- and long-range plans for the transit system, including future development and capital priorities. The plan will address the system as a whole and include operational improvements and a capital plan. The plan will inform CAT and MPO decision makers of the most effective way to leverage funding to increase ridership and revenue, while addressing the transportation needs of the community. The purpose of this study is to not only provide a development strategy for the short term over the next ten years, but also to provide direction and guidance in how CAT should mold its transit program to best support the continued growth and development of the County and southwest Florida region through the year 2050.

The TDP will provide a unique opportunity to evaluate CAT’s fixed-route bus system performance and illustrate potential technological and system enhancements and define operational standards to benefit the overall transit system.

## 2. PURPOSE

Similar to the national trend, Collier Area Transit (CAT), has seen a steep decline in ridership since the pandemic with ridership starting to return. However, Collier County is experiencing population growth with significant traffic congestion issues. In efforts to reverse the ridership trend and help alleviate traffic congestion, CAT is interested in undergoing a critical period of re-evaluation with regards to its core local bus service and transportation alternatives. There is a need to transition away from sometimes isolated, individual modes and instead look to the spectrum of available options and how they serve overall mobility. A robust evaluation of existing service coupled with a vision for transit guided by data, intergovernmental coordination and public input shall be the goal of this effort. CAT is looking for innovative, creative, and progressive solutions to enhance the transit system for the citizens of Collier County to proactively meet their transit and mobility needs.

The selected consultant shall meet the requirements of the TDP Rule, creating a product that will be accepted by FDOT and compliant with the schedule to successfully deliver a federal FY 2026-2035 plan. CAT and the MPO are presenting an outline, but the selected consultant may recommend additional components.

## 3. OBJECTIVE

The TDP is intended to serve as a management and policy document, to provide CAT with information necessary for programming, planning, and describe an up-to-date record of CAT capital and operating budgets and related information. The effort must envision what transportation will look like over the entire 10-year horizon of the plan. A 10-year program of projects which do not consider the rapid transformation underway in mobility will be insufficient to meet the needs of this scope. The TDP must contain elements which stimulate community conversation about transportation options both as they exist and must become.

Some key concepts:

- (1) **Realigning the Fixed route network** based on findings from public involvement and key performance indicators from the comprehensive operational analysis;
- (2) **Role of technology** that leverages current and future projects, the proliferation of mobile devices and intelligent infrastructure. On demand routing, first and last mile, Connected and Autonomous Vehicles;
- (3) **Transit supportive language** within state, regional and local plans that provide the foundation for growth to support successful transit service;
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Additionally, a premium will be placed on the production of an easily accessible document which brings the most important information to the forefront. Consultant team should consider use of high impact visuals, infographics and use other methods to synthesize and efficiently convey information throughout the document in lieu of dense narratives which a reader must unpack. The ability to say more with less is essential to the TDP. Supportive data should be moved into the appropriate Appendices.

#### **4. SCHEDULE AND KEY DELIVERY DATES**

- (a) Contractor shall submit a schedule for approval of the TDP upon notice to proceed.
- (b) Notice to proceed is anticipated to be delivered in Month/Year TBD
- (c) A program of projects with community wide significance shall be delivered to PTNE and the MPO no later than June 1st, 2025.
- (d) A Final TDP document, revenue projections through 2050 and recommended elements of a long range vision through 2050 shall be delivered to PTNE and the MPO no later than June 1<sup>st</sup>, 2025.
- (e) A Final TDP document shall be delivered to FDOT District 1 offices no later than September 1st, 2025.
- (f) All work needed to ensure a final TDP document to be accepted by FDOT no later than September 30th, 2025 shall be reflected in the schedule.
- (g) All work on this contract shall be completed no later than December 30th, 2025.

#### **5. REQUIREMENTS OUTLINE**

##### **Task 1: Project Management**

- a. In order to effectively foster the project through to completion, the selected consultant shall identify a project lead to coordinate all TDP activities and actively manage the project schedule. Proposal shall identify relevant work experience for key staff to the project. Upon award and prior to notice to proceed, a draft schedule shall be provided to the MPO and PTNE indicating both regularly scheduled and milestone driven project team meetings.
- b. Each of the following tasks and sub-tasks shall require a technical memorandum to be provided upon completion for PTNE and MPO review and comment with up to a 15-day review and subsequent 30-day revision window. In addition to the technical memorandums, consultant team shall be responsible for the production of a draft and final TDP document, delivered by June 1, 2025..

## Task 2: Transit Development Plan

- a. Sub-tasks in this section are organized in a manner to be consistent with the TDP Rule, followed by the additional sub-tasks required for the MPO's 2050 LRTP. Within the context of and in addition to these requirements, consultant shall identify how they intend to meet the requirement of the Rule and LRTP sub-tasks while including value-added services that shall extend beyond minimum requirements and integrate these activities into a larger comprehensive transit and transportation planning whole. Important to the proposal are the work plan and methodologies the consultant team proposes to meet the desired outcomes.

- **Subtask 2a: Public Involvement**

- (a) Consultant shall:

- 1) outline a Public Involvement Plan (PIP) that satisfies the requirements of the TDP Rule, the MPO Public Participation Plan, as well as helps to inform the more in-depth market analysis that the TDP requires and;
- 2) outline a high-level strategy that leverages the large amount of existing outreach performed in recent years.

- (b) Define a public involvement process for the TDP that:

- 1) Uses emerging channels to reach users and non-users of the public transportation system, demonstrating within their proposal how these have been successfully used in other projects;
- 2) Identifies potential major events to target public outreach activities during the PIP phase;
- 3) Defines a process to reach all demographic groups including commuters, students, transportation disadvantaged, senior citizens, disabled community;
- 4) Solicits input from riders whose primary transportation is transit, riders who may use transit occasionally for certain trips, non-riders that would like to use transit at least for some trips and those who don't consider transit an option to meet their transportation needs;
- 5) Ensure that questions raised throughout the process are considered, responded to, documented and synthesized;
- 6) Complies with federal civil rights and environmental laws and regulations.

- (c) Outline a strategy for leveraging existing outreach and acquiring only the necessary new data to fill out the public involvement process;

- (d) Gathering the communities' transportation priorities within public involvement plans is typically addressed via surveys and public meetings. However, a considerable amount of

existing outreach is available for analysis, allowing the contractor to draw from these sources and not duplicate costly efforts to obtain already available information.

(1) PTNE and the MPO would like to see a proposed Public Participation Plan (PPP) that:

- Identifies relevant already completed outreach activities;
- Matches that existing outreach to public involvement plan needs;
- Identifies gaps;
- Proposes public involvement activities to fill those gaps; and
- Conducts activities needed outreach to fulfill the PPP.

• **Subtask 2b: Situation Appraisal**

(a) This subtask requires a thorough assessment of the CAT organization, its structure, mission, vision, operating environment and relationship to partner agencies in the region. At minimum, this shall include;

- 1) Documentation of CAT organizational structure
- 2) Mission, Vision & Goals

(b) CAT's Service Area and Customers

- 1) Production of a limited map set, with accompanying demographic and socio-economic conditions nationally, regionally & countywide, illustrating any differences
- 2) Documentation of trends between our 2019 and 2024 on-board surveys with a transit user market data summary

(c) Impact of Land Use, Policy and Relationship to Other Plans in Collier County

(d) Production of a diagram that visually represents local, regional and state plans which consider CATs role, and identification of where and how CAT's and these other plans are relevant to each other. Should any gaps arise, identify them with recommendation for opportunities to strengthen integration of transit supportive language, policy and plans into a transportation planning whole. At minimum this shall include:

- 1) Consideration of comprehensive plan, land use/development forecasts, transit supportive policies, major changes in land use policies, or changes in land use for major activity centers that may affect ridership
- 2) Consideration of and consistency with state, regional and local transportation plans including goals, objectives and strategies which impact transit development
- 3) Consideration of state, regional and local actions in areas such as parking, development, transit-supportive design guidelines, economic development, etc., that influence or are influenced by transportation.

(e) CAT Performance

- 1) An assessment of CAT service performance shall be a combination of multiple sources of information. A documentation of performance analysis may come from the COA, feedback from the community informed by the public involvement process, as well as KPI history.
- (f) CAT Performance within context of peer agencies
- 1) Conduct a peer and trend analysis consistent with TCRP Report 141: A Methodology for Performance Measurement and Peer Comparison in the Public Transportation Industry.
- (g) The role of technology within the agency shall be documented as exists within the organization.

- **Subtask 2c: Analysis of Alternatives**

- (a) Key to this subtask will be a TBEST modeling effort which shall standardize metrics to compare alternatives and evaluate scenarios. TBEST models and analysis packages produced as part of this study shall be exported into distribution files, transferred and become property of CAT with delivery of the final reports.
- (b) TBEST modeling capability should be maximized to inform the TDP. These capabilities include but are not limited to:
  - Scenario comparison tool reports and summaries
  - Network level travel time deltas between current and alternative service options
  - Observed and estimated ridership by CDP within current and alternative networks
  - Jurisdictional analysis of service provision
- (c) Preference will be given to a proposal with demonstrated experience using these recently developed TBEST and market analysis tools with economies identified using this data to inform the TDP.

- **Subtask 2d: FY 2025 through FY 2034 Ten-Year Implementation Program**

- (a) The focus of this subtask is implementation of a program of projects and service initiatives over a ten-year period. Projects of regional significance shall be identified, approved and transmitted to the MPO and PTNE no later than June 1, 2025 and to FDOT no later than September 1, 2025.
  - Include input and recommendations from TBEST modeling that shall support the identification of a preferred service plan to be programmed in the 10-year implementation period
  - Recommend a relevant monitoring program to track performance
  - Produce a ten-year financial plan identifying sources and expenditures of funds



(b) Strategic Initiatives

- 1) Over the 10-year horizon of the TDP, consultant team shall recommend strategic initiatives for CAT to pursue.
- 2) Initiatives shall be costed and placed into one of two categories. One category of initiatives shall be activities undertaken in the near-term and have the ability to be implemented with existing revenues or one-time funds. Another category shall be considered longer term initiatives that would require a dedicated new funding source.
- 3) Some initiatives may be developed from findings in subtasks 2a-2c of the TDP. They may concern such items as performance, land use policy and be a result of public input. Based on affordability and priorities, they may be programmed into the ten-year plan.

• **Subtask 2f: Prepare Revenue Projections and Vision for Transit through 2050**

- (a) Extend first 10 years revenue projects out 15 additional years to 2050
- (b) Develop vision/strategic initiatives for second 15 years through 2050 for inclusion in the MPO's 2050 LRTP

• **Subtask 2g: Prepare and Present TDP**

- (a) Prepare and Present Draft TDP  
The selected consultant will prepare an administrative draft for review and presentation to Public Transit Advisory Committee, MPO Technical Advisory Committee and Citizens Advisory Committee by staff.
- (b) Prepare and Present Final TDP  
The consultant will consider and incorporate comments received (on the administrative draft) into the final study. The consultant will present the final draft at a MPO Board and Board of County Commissioners Board meeting.

**Task 3: Document Production and Delivery**

- a. The TDP shall have an Executive Summary, a brief yet easily digestible synthesis of work done and most importantly, findings and/or recommendations that shall inform actions CAT and the MPO could take upon delivery of the documents. This deliverable extends beyond a restatement of what the documents produced by hosting an impactful consolidation with a narrative and key themes. Electronic versions shall be provided in both PDF and word in addition to 5 printed copies.

**EXECUTIVE SUMMARY**  
**REPORTS & PRESENTATIONS**  
**ITEM 8A**

**2023/2024 Call for Projects**

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**OBJECTIVE:** For committee members to receive a reminder and report on their agency's plans to submit projects in response to the MPO's 2023 Call for Congestion Management Projects.

**CONSIDERATIONS:** Congestion Management projects are slated by MPO Board policy to receive a programming amount for FY 2030 of approximately \$5.2 million in combined Transportation Alternative – Urban (TALU), Surface Transportation Block Grant – Urban (SU), and Carbon Reduction- Urban formula funds, according to the latest revenue projections provided by FDOT, about \$1.6 million less than originally expected.

The Congestion Management Process (CMP) 2022 Update, Congestion Hotspots Corridor Fact Sheets 2022, and 2019 Transportation System Performance Report (TSPR) provide policy guidance. The Draft Submittal Requirements are shown in **Attachment 1**; and Draft Evaluation Criteria and Scoring Matrix in **Attachment 2**. FDOT's 2050 Revenue Forecast Handbook section on Collier MPO is provided in **Attachment 3**.

The Schedule for the 2023/2024 Congestion Management Call for Projects is as follows:

- **January 18, 2023:** CMC Review and Comment on Call for Projects Schedule, Submittal Requirements, Evaluation Criteria and Scoring Matrix
- **March 15, 2023:** CMC Approval of Call for Projects Schedule, Submittal Requirements, Evaluation Criteria and Scoring Matrix
- **March 31, 2023:** MPO email distribution Call for Projects Informational Packet
- **September 29, 2023: Applications Due by Close of Business (Friday)**
- **November 15, 2023:** Presentations by Submitting Agencies, Committee Review, Comment, Questions & Answers
- **January 2024:** CMC Preliminary Rating and Ranking of Projects
- **March 2024:** CMC Final Rating and Ranking of Projects
- **April 2024:** CAC/TAC Review and Endorsement Following Presentations by Submitting Agencies
- **May 2024:** Preliminary MPO Board Review - Presentations by Submitting Agencies
- **June 2024:** MPO Board approval of Final List of Prioritized Projects

**STAFF RECOMMENDATION:** Provided as a reminder with a request that committee members provide an update on their agency's plans for project submittals.

Prepared By: Anne McLaughlin, MPO Director

**ATTACHMENT(S):**

1. Submittal Requirements
2. Evaluation Criteria and Scoring Matrix
3. FDOT 2050 Revenue Forecast Handbook – Collier MPO



## **2023/2024 CALL FOR PROJECTS – CONGESTION MANAGEMENT**

### **SUBMITTAL REQUIREMENTS**

Submit via email to: [Sean.Kingston@colliercountyfl.gov](mailto:Sean.Kingston@colliercountyfl.gov); copy: [Anne.McLaughlin@colliercountyfl.gov](mailto:Anne.McLaughlin@colliercountyfl.gov) by **5pm on Friday, September 29, 2023.**

- Completed MPO Project Concept Sheet for each project
- Completed FDOT D-1 Application Form for each project
- Completed Congestion Management Strategy and Performance Measure Matrix for each project

See attached:

- 2022 Congestion Management Process Update (CMP) - Chapter 7 Implementation Process and Strategy Selection
- 2022 CMP Appendix D – Project Evaluation Scoring and MPO Project Concept Sheet Application Form
- FDOT D-1 Application Form
- 2022 CMP Congestion Management Strategy and Performance Measure Matrix

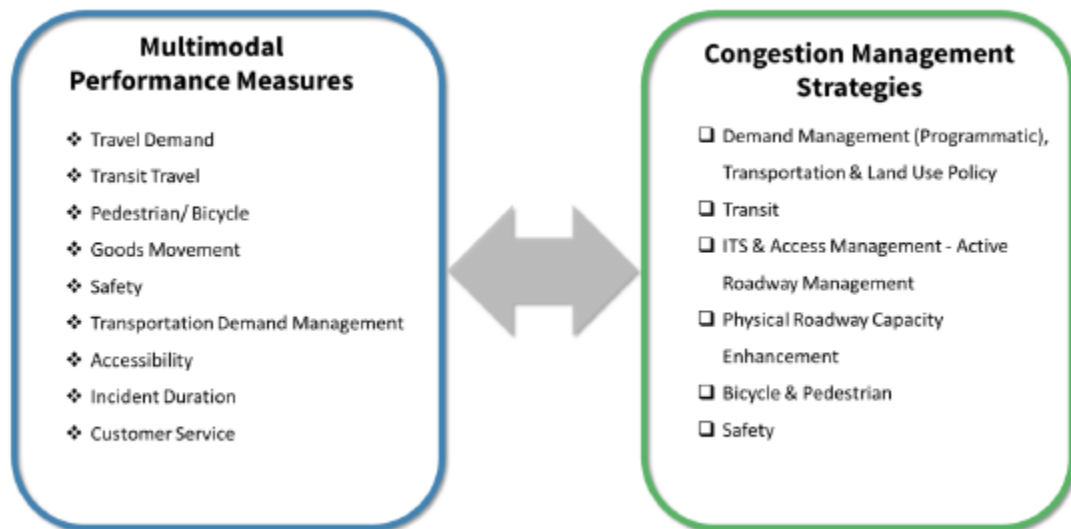
## 2022 CMP UPDATE

### CHAPTER 7.0 IMPLEMENTATION PROCESS AND STRATEGY SELECTION

The purpose of the CMP Strategy Evaluation Criteria is to screen project submittals for consistency with the CMP Goal and Objectives, Strategies, and identified hot spots. Once projects are developed consistent with the strategies identified in the CMP Implementation Matrix and submitted for funding, the evaluation and prioritization of these projects is conducted by the CMC using the CMP Strategy Evaluation Criteria. The 2022 CMP Update includes changes to the criteria as shown in the updated CMP Strategy Evaluation criteria in Appendix C.

The **Congestion Management Project Application Submittal Form (Appendix D)** requires each sponsoring agency to identify the:

1. CMP Strategy Category the project is using,
2. CMP Performance Measure(s) the project will address, and
3. Data and criteria that will be used to measure the effectiveness of the project.



The sponsoring agency is responsible for compiling the necessary data, conducting the performance evaluations, and producing a user-friendly, performance-based report that demonstrates the link between the results of the project and stated CMP Strategies and Performance Measure(s). **The report must be presented to the CMC within one year of the project becoming fully operational and must include the change in conditions resulting from the project.**

*Appendix C: Congestion Management Committee Strategy Evaluation Criteria*



## Congestion Management Committee Evaluation Criteria and Scores

### A. Pre-Project Evaluation

**Q1** – Does this project address a congested roadway?

- Yes
- No

### B. General Project Evaluation

**Q2** – Is this application supported by multiple jurisdictions?

- Yes – 3 pt.
- No (blank) – 0 pt.

**Q3** – Are there specific technical and/or monetary local contributions for this project?

- Yes – 3 pt.
- No – 0 pt.

**Q4** – Does this project require the acquisition of right-of-way?

- Yes – 0 pt.
- No – 3 pt.

### C. Project Specific Evaluation:

**Q5** - Uses TSM Approach?

- High – 5 pts. – Incorporates intersection improvements such as turn lanes, signal improvements etc.; or significantly enhances operational response time for emergency vehicles on intersections/facilities which have an existing Level of Service (LOS) “F”
- Med – 3 pts. – Incorporates intersection improvements such as turn lanes, signal improvements, etc.; or significantly enhances operational response time for emergency vehicles on intersections/facilities which have an existing LOS “E”
- Low – 1 pt.- incorporates intersection improvements such as turn lanes, signal improvements, etc.; or establish and/or improves traffic diversion capability on intersections/facilities (for example signage for alternative routes) which have an existing LOS “D”

**Q6** - Uses TDM strategy?

- High – 5 pts. – Reduces congestion and increases efficiency of the system by adding a new a transit route or a new park & ride facility or cooperating with regional TDM program
- Med – 3 pts. – Reduces congestion and increases system efficiency by increasing existing carpooling, vanpooling, transit or a park & ride facility.
- Low – 1 pt. – Reduces congestion and increases system efficiency by adding new bicycle or pedestrian facilities



**Q7** - Supports/enhances and effectively integrates with existing ITS and maintains concurrency with FDOT Regional ITS Architecture and technological advances in TOC equipment and operations?

- High – 5 pts. – Project affects arterial roadways; or addresses a critical need due to insufficient communication and/or system expansion
- Med – 3 pts. – Project affects collector roadways; or addresses a critical need
- Low – 1 pt. – Project location is not specific; or project is to address contingency system backup or to purchase miscellaneous equipment

**Q8** - Increases Security?

- Yes – 3 pt.
- No (blank) – 0 pt.

**Q9** - Increases Safety?

- High – 5 pts. – Addresses a documented safety problem; reduces the total number of vehicle-related crashes or serious injuries; reduces the total number of bicycle-related or pedestrian related crashes; reduce the number of transit related injuries
- Med – 3 pts. – Increases bicycle or pedestrian safety at high traffic location; and/or increases/improves safety of emergency responders at incident sites; or to reduce the number of secondary incidents as a result of a primary incident

**Q10** - Promote Regional Connectivity?

- High – 5 pts. – Enhances the inter-county connectivity of highways or transit
- Med – 3 pts. – Enhances the inter-county connectivity of pathways/bikeways/trails
- Low – 1 pt. – project is on a facility identified on the regional network

**Q11** - Promotes Multi-Modal Solutions?

- High – 5 pts. – Improves at least three modes; increases connectivity between motorized and non-motorized modes; advances recommendations from existing MPO Bicycle/Pedestrian Safety Studies, Audits, and Community Walkability Studies
- Med – 3 pts. – Enhances at least two modes of transportation
- Low – 1 pt. – Improves one mode; increases transit ridership on a specific route; increases transit enhancements such as park and ride lots or bus shelters; and other enhancements for non-motorized facilities etc.

**Q12** - Protect Environmental Resources?

- High – 5 pts. – Reduces air quality emissions; reduces fuel consumption by reducing corridor congestion
- Med – 3 pts. – Reduces fuel consumption by reducing specific intersection delays; improves monitoring and reporting capability
- Low – 1 pt. – Supports general congestion avoidance measures



**Q13** - Promotes Economic Development or Freight Movement?

- High – 5 pts. – Project is located at and directly affects access to airports, major activity centers, or freight activity centers
- Med- 3 pts. – Project is located near and affects access to, airports, high employment areas, or freight activity centers
- Low – 1 pt. – Project is not located near to airports, or high employment areas but can promote overall economic development of the community





*Appendix D: Congestion Management Process Project Application Submittal Form Example*



### Collier MPO Congestion Management – Project Concept Sheet Example

*NOTE: Please contact the MPO to obtain the most recent version of this form prior to project submittal.*

#### A. REQUIRED PROJECT INFORMATION:

1. Name of Project \_\_\_\_\_
2. Name of Applicant \_\_\_\_\_
3. Name of Submitting Jurisdiction \_\_\_\_\_
4. If this is a multi-jurisdictional application, please list the jurisdictions involved  
\_\_\_\_\_
5. Describe the project and its purpose, including the project limits (if applicable). Attachment?   
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Amount of CMC/ITS SU Box funds being requested \$\_\_\_\_\_ Estimated Total Project Cost \$ \_\_\_\_\_  
If SU Box funds are not requested, what funding source would be most appropriate?  
\_\_\_\_\_
7. Are there specific technical and/or monetary local contributions for this project? If yes, please explain.  
YES  NO   
\_\_\_\_\_
8. Anticipated time to complete the project \_\_\_\_\_
9. Does this project require the acquisition of Right-of-Way? YES  NO
10. Is this project on a congested corridor? Identify the corridor. YES  NO   
\_\_\_\_\_
11. Does this project address a documented safety problem? Explain. YES  NO   
\_\_\_\_\_
12. Does this project address a strategy listed on the implementation matrix? YES  NO
13. Does this project maintain concurrency with FDOT Regional ITS architecture? YES  NO
14. Does this project promote one or more multi-modal solutions by advancing recommendations from an adopted MPO study? Please identify. YES  NO   
\_\_\_\_\_



**B. PROJECT SPECIFIC DESCRIPTION:**

CHECK ALL STATEMENTS BELOW THAT APPLY TO THE PROJECT WITH EXPLANATION OF HOW IT APPLIES.  
(If project is funded, you will be expected to provide data to the MPO within 2 years and 5 years of construction/implementation for performance measures selected.)

- 1. Travel Demand - Describe how the project addresses one or more of the following Performance Measures:
  - a. Percent of roadway miles by volume to capacity (V/C) ratio
  - b. Percent of vehicle miles traveled by volume to capacity (v/c) ratio
  - c. Number of signalized intersections connected to ATMS

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- 2. Transit Travel – Describe how the project addresses one or more of the following performance measures:
  - a. Average bus route service frequency and number of routes
  - b. Passenger trips (annual ridership)
  - c. Passenger trips per revenue hour
  - d. Transit on time performance

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- 3. Pedestrian/Bicycle Facilities – Describe how project addresses one or more of the following Performance Measures:
  - a. Centerline miles of bicycle lanes
  - b. Linear miles of connector sidewalks on arterial roadways
  - c. Linear miles of Shared Use paths adjacent to roadways

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- 4. Goods Movement – Describe how project addresses one or more of the following performance measures:
  - a. Vehicle miles traveled (VMT) on designated truck routes with V/C greater than 1/0
  - b. Number of crashes involving heavy vehicles/trucks

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- 5. Safety– Describe how project addresses one or more of the following performance measures:
  - a. Total crashes
  - b. Motor vehicle severe injury crashes
  - c. Motor vehicle fatal crashes
  - d. Pedestrian and bicycle severe injury and fatal crashes

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- 6. TDM– Describe how project addresses one or more of the following performance measures:
  - a. Number of people registered in the FDOT Commute Connector database that have an origin in Collier County

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- 7. Accessibility– Describe how project addresses one or more of the following performance measures:
  - a. Share of regional jobs within ¼ mile of transit
  - b. Share of regional households within ¼ mile of transit

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- 8. Incident Duration– Describe how project addresses one or more of the following performance measures:
  - a. Mean time for responders to arrive on scene after notification
  - b. Mean incident clearance time
  - c. Road Ranger stops

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- 9. Customer Service– Describe how project addresses one or more of the following performance measures:
  - a. Report on nature of comments/responses and customer satisfaction

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District One
Priority Project Information Packet

Please fill out this application completely. Please ensure all attachments are LEGIBLE
Applications containing insufficient information will not be reviewed by the FDOT.

Name of Applying Agency: Click here to enter text.

Project Name: Click here to enter text.

Project Category:

- Congestion Management [ ] TRIP [ ] CIGP [ ]
Transportation Alternative [ ] Transit/Modal [ ]

For more information on State Grant Programs (CIGP, SCOP, SCRAP, TRIP) please click here.

Is applicant LAP certified? Yes [ ] No [ ]

Is project on State Highway System? Yes [ ] No [ ]

If the project is off the state system and the applicant is LAP certified the project will be programmed as a LAP project.

Is the roadway on the Federal Aid Eligible System? Yes [ ] No [ ]

If yes, provide Federal Aid roadway number: Click here to enter text.

If no, give local jurisdiction: Click here to enter text.

http://www.fdot.gov/statistics/fedaid/

Detailed Project Limits/Location:

Describe begin and end points of project, EX., from ABC Rd. to XYZ Ave. Limits run south to north or west to east. Include jurisdiction (city/county), project length, attach a labeled project, map.

Click here to enter text.

Discuss how this project is consistent with the MPO/TPO Long Range Transportation Plan?

Page Number (attach page from LRTP): Click here to enter text.

Discuss the project in the local jurisdiction's Capital Improvement Plan?

(Attach page from CIP): Click here to enter text.

### Project Description

Phase(s) requested:

Planning Study  PD&E  PE  ROW  CST  CEI

**Project cost estimates by phase (Please include detailed cost estimate and documentation in back-up information):**

Phase (PD&E, ROW, PE, CST)	Estimated Total Cost	Funds Requested	Matching Local Funds	Local Fund Source	Type of Match (Cash, in-kind)
[Phase]	[Number]	[Number]	[Number]	[Fund Source]	[Match Type]
[Phase]	[Number]	[Number]	[Number]	[Fund Source]	[Match Type]
[Phase]	[Number]	[Number]	[Number]	[Fund Source]	[Match Type]
[Phase]	[Number]	[Number]	[Number]	[Fund Source]	[Match Type]

**Total Project Cost: \$ [Number]**

**Project Details:** Clearly describe the existing conditions and the proposed project and desired improvements in detail. Please provide studies, documentation, etc., completed to-date to support or justify the proposed improvements. Include labeled photos and maps. (Add additional pages if needed):

[Click here to enter text.](#)

### Constructability Review

For items 2-9 provide labeled and dated photos (add additional pages if needed)

1. Discuss other projects (ex. drainage, utility, etc.) programmed (local, state or federal) within the limits of this project? [Click here to enter text.](#)

2. Does the applicant have an adopted ADA transition plan? Yes  No

Identify areas within the project limits that will require ADA retrofit. (Include GIS coordinates for stops and labeled photos and/or map.)

[Click here to enter text.](#)

3. Is there a rail crossing along the project?

Yes  No

What is the Rail MP?

[Enter MP](#)

4. Are there any transit stops/shelters/amenities within the project limits?

Yes  No

How many? [Click here to enter text.](#)

Stop ID number: [Click here to enter text.](#)

5. Is the project within 10-miles of an airport?                      Yes                       No
6. Coordinate with local transit and discuss improvements needed or requested for bus stops?  
(add additional pages if needed):  
[Click here to enter text.](#)
7. Are turn lanes being added?                      Yes                       No   
If yes, provide traffic counts, length, and location of involved turn lanes.  
[Click here to enter text.](#)
8. Drainage structures:
- Number of culverts or pipes currently in place: [Click here to enter text.](#)
  - Discuss lengths and locations of each culvert along the roadway: [Click here to enter text.](#)
  - Discuss the disposition of each culvert and inlet. Which culverts are “to remain” and which are to be replaced, upgraded, or extended? [Click here to enter text.](#)
  - Discuss drainage ditches to be filled in?  
(Discuss limits and quantify fill in cubic yards) [Click here to enter text.](#)
  - Describe the proposed conveyances system (add additional pages if needed.)  
[Click here to enter text.](#)
  - Are there any existing permitted stormwater management facilities/ponds within the project limits?                      Yes                       No
  - If yes, provide the location and permit number (add additional pages if needed)  
[Click here to enter text.](#)
  - Discuss proposed stormwater management permits needed for the improvements. [Click here to enter text.](#)
  - List specific utilities within project limits and describe any potential conflicts (add additional pages if needed): [Click here to enter text.](#)
  - Discuss Bridges within project limits? [Click here to enter text.](#)
  - Can bridges accommodate proposed improvements?                      Yes                       No   
If no, what bridge improvements are proposed? (Offset and dimensions of the improvements, add additional pages if needed):  
[Click here to enter text.](#)

9. Has Right-of-way (ROW), easements, or ROW activity already been performed/acquired for the proposed improvements? If yes, please provide documentation

Yes  No

If ROW or Easements are needed detail expected area of need (acreage needed, ownership status):

[Click here to enter text.](#)

10. Discuss required permits (ERP, Drainage, Driveway, Right of Way, etc.): [Click here to enter text.](#)

If none are needed, state the qualified exemption:

[Click here to enter text.](#)

11. Are there any wetlands within the project limits? Yes  No

If yes, list the type of wetlands, estimated acreage and if mitigation will be required. Please note whether the project is within the geographic service area of any approved mitigation banks. Provide any additional information:

[Click here to enter text.](#)

12. Are there any federal or state listed/protected species within the project limits?

Yes  No

If yes, list the species and what, if any mitigation or coordination will be necessary: [Click here to enter text.](#)

If yes, discuss critical habitat within the project limits: [Click here to enter text.](#)

13. Discuss whether any prior reviews or surveys have been completed for historical and archaeological resources (include year, project, results)

[Click here to enter text.](#)

14. Are any Recreational, historical properties or resources covered under section 4(f) property within the project limits? Yes  No

(Provide details) [Click here to enter text.](#)

15. Discuss whether any prior reviews or surveys have been completed for sites/facilities which may have potential contamination involvement with the proposed improvements. This should include a discussion of locations which may directly impact the project location, or be which may be exacerbated by the construction of the proposed improvements. [Click here to enter text.](#)



16. Are lighting improvements requested as part of this project? Yes  No   
Please provide a lighting justification report for the proposed lighting.  
[Click here to enter text.](#)

17. Is a mid-block crossing proposed as part of the project? Yes  No   
If yes, please provide the justification for mid-block crossing.  
[Click here to enter text.](#)

### **Required Attachments**

- A. Detailed Project Scope with Project Location Map with sufficient level of detail (Please include typical section of proposed improvements)
- B. Project Photos – dated and labeled (this is important!)
- C. Detailed Cost Estimates including Pay Items
- D. LRTP and Local CIP page
- E. Survey/As-builts/ROW documentation/Utility/Drainage information
- F. Detailed breakdown of ROW costs included in estimate (if ROW is needed/included in request or estimate)

## Applicant Contact Information

**Agency Name:**

**Mailing Address:** [Click here to enter text.](#)

**Contact Name and Title:** [Click here to enter text.](#)

**Email:** [Click here to enter text.](#)

**Phone:** [Click here to enter text.](#)

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Your signature indicates that the information included with this application is accurate.*

**Maintaining Agency:**

**Contact Name and Title:** [Click here to enter text.](#)

**Email:** [Click here to enter text.](#)

**Phone:** [Click here to enter text.](#)

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Your signature serves as a commitment from your agency to maintain the facility requested.*

**MPO/TPO:**

**Contact Name and Title:** [Click here to enter text.](#)

**Email:** [Click here to enter text.](#)

**Phone:** [Click here to enter text.](#)

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Your signature confirms the request project is consistent with all MPO/TPO plans and documents, is eligible, and indicates MPO/TPO support for the project.*



**Evaluation Criteria and Scoring Matrix**

**2023-2024 Call for Projects Congestion Management**

**8A Attachment 2  
7/19/23 CMC**

			General Project Evaluation			Project Specific												
Project No.	Project Name	Submitting Agency/Jurisdiction	Supported by Multiple Jurisdictions	Local Technical and/or Monetary Contribution?	Requires Acquisition of ROW	Uses TSM Approach	Uses TDM Strategy	Existing ITS	Increases Security		Increases Safety	Promotes Regional Connectivity	Promotes Multi-Modal Solutions	Protects Environmental Resources		Promotes Economic Development or Freight Movement	TOTAL POINTS	RANKING
			Yes - 3 pts No - 0 pts	Yes 3pt No 0 pts	Yes 0 pts No 3 pts	*High 5 pts Med 3pts Low 1 pt	*High 5pts Med 3 pts Low 1 pt	*High 5 pts Med 3pts Low 1 pt	Yes 3pt No 0 pt	*High 5pts Med 3 pts Low or No 0 pts	*High 5pts Med 3 pts Low 1 pt	*High 5pts Med 3 pts Low 1 pt	*High 5 pts Med 3 pts Low 1 pt	*High 5 pts Med 3 pts Low 1 pt				

**\*TSM Scoring**

High	intersection improvements - turn lanes, signal improvements, enhances emergency operations response on LOS F facilities
Med	intersection improvements -turn lanes, signal improvements, enhances emergency operations response on LOS E facilities
Low	intersection improvements - turn lanes, signal improvements, enhances emergency operations response on LOS D facilities

**ITS Scoring**

High	affects arterial roadways; or addresses critical need due to insufficient communication and/or system improvements
Med	affects collector roadways or addresses a critical need nonspecific location or project to address contingency system back up
Low	or purchase miscellaneous equipment

**Regional Connectivity**

High	enhances inter-county connectivity of highways or transit
Med	enhances inter-county connectivity of pathways, bikeways or tails
Low	on a facility identified on regional network

**TDM Scoring**

High	adds new transit route or new park & ride facility or cooperates with regional TDM program
Med	increases existing carpooling, vanpooling, transit or a park & ride facility
Low	adds new bicycle or pedestrian facilities

**Safety Scoring**

High	addresses documented safety problem; reduces total number vehicular, ped/bike or transit related crashes or serious injuries; reduces number of transit related injuries
Med	increases bike/ped safety at high traffic location; and/or increases/improves safety of emergency responders; or reduces number of secondary incidents resulting from primary incident

**Multimodal Scoring**

High	improves at least 3 modes or increases connectivity between motorized and non-motorized modes; advances recommendations from existing Bike/Ped Safety Studies, Audits, Community Walkability Studies
Med	enhances at least 2 modes
Low	improves 1 mode; increases transit ridership on a specific route, increases transit enhancements such as park & ride lots or bus shelters or other enhancements for non-motorized facilities

**Environmental Scoring**

High	reduces air quality emissions; reduces fuel consumption by reducing corridor congestion
Med	reduces fuel consumption by reducing specific intersection delays; improves monitoring and reporting capability
Low	supports general congestion avoidance measures

**Economic Development/Freight Movement Scoring**

High	located at and directly affects access to airports, major activity or freight activity centers
Med	located near and affects access to airports, high employment areas, freight activity centers
Low	not located near airports, high employment areas but can promote overall economic development

## 2050 REVENUE FORECAST COLLIER MPO

The purpose of this revenue forecast is to provide the **Collier MPO** with a MPO-specific forecasts for use in building their 2050 Long Range Transportation Plan (LRTP). This same revenue forecast is used by FDOT for the SIS 2050 SIS Cost Feasible Plan. Statewide and Districtwide revenue forecasts, applicable to all MPOs, can be found in the 2050 Revenue Forecast Handbook.

This document only provides forecasts for state and federal funds that “flow through” the FDOT Work Program. Note: Turnpike Enterprise revenue estimates are not provided. For Turnpike project information, refer to the [Turnpike Ten-year Finance Plan](#). In addition, forecasts for local resources are not provided. For local resource information, see Appendix C of the 2050 Revenue Forecast Handbook.

This revenue forecast is for the entire LRTP planning horizon through state fiscal year 2049/50.

### REVENUE FORECASTING FRAMEWORK

The framework for presenting the 2050 revenue estimates is shown in **Figure 1** below.

**Figure 1. Revenue Forecast Framework**



### *STATEWIDE ESTIMATES – REVENUE ESTIMATES REPORTED AT A STATEWIDE LEVEL*

For the purposes of this revenue forecast, FDOT reports revenue estimates at the statewide level for all modes on the Strategic Intermodal System (SIS); non-SIS/non-highway modes including aviation, rail, seaport development, intermodal access, and Shared-Use Nonmotorized (SUN) Trail; and Florida New Starts. In addition, FDOT provides statewide estimates for non-capacity programs designed to support and maintain the State Highway System (SHS) including safety; resurfacing; bridge, product support; operations and maintenance; and administration. These statewide estimates are funded with both federal and state funds. Because all of these programs are administered at the statewide level, the statewide estimates are largely for informational purposes for the MPOs.

FDOT takes the lead in identifying planned projects for statewide programs. None of these funds are specifically allocated at the MPO level in the revenue forecast. Funds allocated to the SIS are identified by FDOT Districts in coordination with the MPOs, regional planning councils, local governments, and other transportation providers and listed in the SIS 2050 CFP. These SIS projects must be included in the MPO's LRTP to advance in the Work Program.

Refer to *2050 Revenue Forecast Handbook* for Statewide Estimate Tables 5-8.

### *DISTRICTWIDE ESTIMATES – REVENUE ESTIMATES REPORTED BY FDOT DISTRICT*

Revenue estimates for the following programs are provided for each FDOT District. MPOs should work with their FDOT District Liaison to identify funding opportunities for these programs including Surface Transportation Block Grant (STBG), Transportation Alternatives (TA), Carbon Reduction Program (CRP), SHS (non-SIS), Other Roads (non-SIS, non-SHS), Non-SIS Transit Discretionary, Transportation Regional Incentive Program (TRIP), and some non-capacity programs such as Highway Safety Improvement Program (HSIP), Resurfacing, Bridge, and Operations & Maintenance (O&M). These programs can be used to identify funding opportunities for MPOs. MPOs should work with their FDOT District Liaison to identify planned projects for these funding sources. A districtwide table for Other Roads for areas not in an MPO is provided for informational purposes.

Refer to *2050 Revenue Forecast Handbook* for Districtwide Estimate Tables 9-17.



### METROPOLITAN PLANNING ORGANIZATION (MPO) ESTIMATES- REVENUE ESTIMATES REPORTED FOR EACH MPO

Revenue estimates by certain federal and state programs including STBG – TMA MPOs, TA – TMA MPOs, CRP – TMA MPOs, SHS (non-SIS) – TMA MPOs, Other Roads (non-SIS, non-SHS), and Non-SIS Transit (excluding Florida New Starts and Transit discretionary) are reported for each MPO, as applicable.

#### SURFACE TRANSPORTATION BLOCK GRANT – TMA MPO

These are federal funds from the Surface Transportation Block Grant program that are allocated to TMA MPOs, based on population, to promote flexibility in State and local transportation decisions and provide flexible funding to best address State and local transportation needs. **Table 137** provides the estimate for the **Collier MPO**.

**Table 137. Collier MPO – TMA MPO Level Revenue Estimate for STBG (Millions of \$)**

PROGRAMS FUNDING SOURCE:	TIME PERIODS (FISCAL YEARS)					
	2023/24- 2024/25	2025/26- 2029/30	2030/31- 2034/35	2035/36- 2039/40	2040/41- 2049/50	27-YEAR TOTAL 2024/25- 2049/50
FEDERAL						
STBG (SU, in TMA with population > 200K)	\$13.56	\$19.43	\$19.00	\$19.00	\$38.01	\$109.01

#### TRANSPORTATION ALTERNATIVES (TA) SET-ASIDE – TMA MPO

These are federal funds from the Transportation Alternatives set-aside that are allocated to TMAs. They can be used to assist MPOs with projects for pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements such as historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity. **Table 138** provides the estimate for the **Collier MPO**.

**Table 138. Collier MPO – TMA MPO Level Revenue Estimate for TA (Millions of \$)**

PROGRAMS FUNDING SOURCE:	TIME PERIODS (FISCAL YEARS)					
	2023/24- 2024/25	2025/26- 2029/30	2030/31- 2034/35	2035/36- 2039/40	2040/41- 2049/50	27-YEAR TOTAL 2024/25- 2049/50
FEDERAL						
TA (TALU, in TMA with population > 200K)	\$1.98	\$3.47	\$3.47	\$3.47	\$6.94	\$19.33

### CARBON REDUCTION PROGRAM – TMA MPO

These are federal funds from the Carbon Reduction Program that are allocated to TMA MPOs. They can be used to assist MPOs with projects designed to reduce transportation emissions, defined as carbon dioxide (CO<sub>2</sub>) emissions from on-road highway sources. **Table 139** provides the estimate for the **Collier MPO**.

**Table 139. Collier MPO – TMA MPO Level Estimate for CRP (Millions of \$)**

PROGRAMS FUNDING SOURCE:	TIME PERIODS (FISCAL YEARS)					
	2023/24- 2024/25	2025/26- 2029/30	2030/31- 2034/35	2035/36- 2039/40	2040/41- 2049/50	27-YEAR TOTAL 2024/25- 2049/50
FEDERAL						
CRP (CARU, in TMA with population > 200K)	\$1.34	\$2.88	\$2.88	\$2.88	\$5.77	\$15.75

### SHS (NON-SIS) – TMA MPO

These are state funds used for highway improvements on the SHS. By law, state funds can only be used for highway improvements on the SHS, except to match federal aid, for SIS connectors owned by local governments, or for other approved programs. **Table 140** provides the estimate for the **Collier MPO**.

**Table 140. Collier MPO – TMA MPO Level Revenue Estimate for SHS (non-SIS) (Millions of \$)**

PROGRAMS FUNDING SOURCE:	TIME PERIODS (FISCAL YEARS)					
	2023/24- 2024/25	2025/26- 2029/30	2030/31- 2034/35	2035/36- 2039/40	2040/41- 2049/50	27-YEAR TOTAL 2024/25- 2049/50
STATE						
SHS (non-SIS, in TMA)	\$-	\$15.78	\$11.99	\$12.47	\$25.38	\$65.62

### OTHER ROADS (NON-SIS, NON-SHS)

These are federal and state funds that may be used off-system which are roads that are not on the SIS or the State Highway System (i.e., roads owned by counties and municipalities) and could include programs such as Small County Outreach Program (SCOP) and County Incentive Grant Program (CIGP). **Table 141** provides the estimate for the **Collier MPO**.



**Table 141. Collier MPO – MPO Level Revenue Estimate for Other Roads (non-SIS/non-SHS)  
(Millions of \$)**

PROGRAMS FUNDING SOURCE: FEDERAL/STATE	TIME PERIODS (FISCAL YEARS)					
	2023/24- 2024/25	2025/26- 2029/30	2030/31- 2034/35	2035/36- 2039/40	2040/41- 2049/50	27-YEAR TOTAL 2024/25- 2049/50
Other Roads (non-SIS/non-SHS)	\$4.28	\$9.62	\$7.29	\$7.58	\$15.43	\$44.20

**NON-SIS TRANSIT FORMULA (EXCLUDING FLORIDA NEW STARTS AND TRANSIT DISCRETIONARY)**

These are federal and state funds for technical and operating/capital assistance to transit, paratransit, and ridesharing systems. Transit program estimates are based on a formula between Districts and counties according to population. MPOs should work with their District Liaison for agreement on how they will be incorporated in the update of the MPO’s LRTP. MPOs also are encouraged to work with transit agencies and others that directly receive federal transit funds to ensure all such funds are captured in their LRTPs.

**Table 142** provides the estimate for the **Collier MPO**.

**Table 142. Collier MPO – MPO Level Revenue Estimate for Non-SIS Transit Formula**

PROGRAMS FUNDING SOURCE: FEDERAL/STATE	TIME PERIODS (FISCAL YEARS)					
	2023/24- 2024/25	2025/26- 2029/30	2030/31- 2034/35	2035/36- 2039/40	2040/41- 2049/50	27-YEAR TOTAL 2024/25- 2049/50
Transit Formula	\$2.41	\$6.63	\$7.17	\$7.49	\$15.28	\$38.99

**EXECUTIVE SUMMARY**  
**REPORTS & PRESENTATIONS**  
**ITEM 8B**

**Topics for Next Meeting**

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**OBJECTIVE:** For committee members to review and propose topics for the next meeting.

**CONSIDERATIONS:** The next meeting is scheduled for September 20, 2023. Project submittals are due on September 29<sup>th</sup>. Potential agenda topics for the September 20<sup>th</sup> meeting include:

- Endorse revised TSPR Scope
- Update on Status of Call for Projects – submittals received or anticipated

**STAFF RECOMMENDATION:** For discussion as a standing item on the agenda.

Prepared By: Anne McLaughlin, MPO Director

**ATTACHMENT(S):**

N/A